



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

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INDEPENDENT SCHOOL DISTRICT #152

School Board Meeting
Board Room - Townsite Centre
810 Fourth Avenue South

June 14, 1999

7:00 p.m.

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

ATTENDANCE:

Jim Cummings _____	James Hewitt _____
Stacey Foss _____	Carol A. Ladwig _____
Mark Gustafson _____	Kristine Thompson _____
Anton B. Hastad _____	Bruce R. Anderson _____

AGENDA

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"

*** We Are Proud of the Moorhead Senior High School Track Team for their first place finish at the state track meet in Blaine on June 5. Representing the Spuds in Blaine were: Kai Gonsorowski, Kayla Anderson, Liza Conteh, Lisa Anderson, Kari Rosenfeldt, Katie Johnson, Jenny Valan, Tiffany Nelson, and Nicole Mather. The entire girls track team should be congratulated for their victory at the section championships. Congratulations to Head Coach Nadine Butts and Assistant Coaches

S. M. B. O. S.
Min
6-14-99

SCHOOL BOARD AGENDA - June 14, 1999

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Mick Dunn, Arlin Prochnow, Ruben Garcia, and Tom Dooher. A state champ banner honoring this team will go on display next Fall in the high school gymnasium. Chris Nulle was the lone participant for the Moorhead Senior High Boys Track Team at the state track meet where he placed third in the shot put. The boys team is coached by Randy Smith, Shocky Strand, Jay Raymond, and Tom Dooher.

- 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 - Pages 7-8
 - (2) Acceptance of Grant - Page 9-11
 - (3) Approval of Contract - Page 12-16
- B. BUSINESS AFFAIRS - Lacher
- C. PERSONNEL MATTERS - Jernberg/Lacher
 - (1) Acceptance of Resignations - Page 17
 - (2) Acceptance of Retirements - Page 18
 - (3) Approval of Family/Medical Leave - Page 19
 - (4) Approval of New Employees - Page 20
 - (5) Approval of Change in Contract - Page 21
- D. ADMINISTRATIVE MATTERS - Anderson
 - (1) Approval of May 10 and 24, 1999 Minutes - Pages 22-32
 - (2) Approval of Claims

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

Moved by _____ Seconded by _____

Comments _____

3. **COMMITTEE REPORTS**

4. **SCHOOL BOARD/STAFF DIALOGUE:** Anderson

(This section is an effort on the part of the Board to communicate more informally at the first meeting of each month with the invited staff representatives on a wide variety of programs and issues.)

Student Educational Radio Show - Markert

Page 33

Moorhead Community Access Television (MCAT)/Moorhead Public Schools Partnership

- Markert

Pages 33-34

5. **UPDATE ON RECENT LEGISLATION AND IMPACT ON MOORHEAD SCHOOLS:** Anderson/Astrup

Pages 35-36

6. **INCREASE IN ACTIVITY FEES AND TICKET PRICES:** Jernberg

Page 37

Suggested Resolution: Move to approve the fee increase as outlined in option 1 and increase the ticket prices and revisions to the activity fee schedule as presented.

Moved by _____ Seconded by _____

Comments _____

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7. **PART TIME AND SUBSTITUTE PAY SCHEDULE CHANGE**: Lacher
Pages 38-40

Suggested Resolution: Move to approve the pay schedule.

Moved by _____ Seconded by _____
Comments _____

8. **1999-2000 ANNUAL OPERATIONAL PLAN - CAPITAL OUTLAY**: Anderson/Astrup
Pages 41-58

Suggested Resolution: Move to approve the Capital Outlay fund as presented by the administration for the 1999-2000 Annual Operational Plan.

Moved by _____ Seconded by _____
Comments _____

9. **HUMAN RIGHTS REPORT**: Jernberg
Pages 59-65

Suggested Resolution: Move to approve the report as presented.

Moved by _____ Seconded by _____
Comments _____

10. **STORAGE BUILDING AT MAINTENANCE FACILITY SITE**: Lacher
Pages 66-67

Suggested Resolution: Move to reject all bids.

Moved by _____ Seconded by _____
Comments _____

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11. **LEARNING AND DEVELOPMENT CLASS SIZE REDUCTION FUNDING:** Jernberg
Page 68

Suggested Resolution: Move to approve the recommended positions utilizing learning and development reserve funding from Minnesota legislation for class size reduction.

Moved by _____ Seconded by _____
Comments _____

12. **ADDITIONAL FORMAL AGREEMENT - LOCAL COLLABORATIVE TIME STUDY:** Anderson
Pages 69-71

Suggested Resolution: Move to approve the Additional Formal Agreement - Local Collaborative Time Study as recommended by the administration and requested by the Clay County Administrator.

13. **DISTRICT ADMINISTRATION POSITION:** Anderson
Page 72

Suggested Resolution: Move to approve Beth Astrup as the Assistant Superintendent - System Support, effective July 1, 1999 at a salary of \$78,846 as reflected on E82, Step 5 of the Moorhead Administrators' Association Agreement.

14. **SUPERINTENDENT SEARCH UPDATE:** Foss

15. **OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD**

16. **ADJOURNMENT**

SCHOOL BOARD AGENDA - June 14, 1999**PAGE 6****CALENDAR OF EVENTS**

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Detention Center/ Shelter Care	Ongoing	Ongoing	Reg. Juv. Center
Outreach Center	Ongoing	Ongoing	Mhd. Sports
ECFE	TBD	TBD	Lincoln
Kindergarten Readiness	TBD	TBD	Lincoln
Jump Start (K. 1, 2)	TBD	TBD	TBD
Summer Band	6/7-7/2	Varies	Asp
Driver's Ed. Classes	6/7-7/18 11-2	7:30-10:30 am	MSH
Jr. High Summer School (Grades 7, 8 and 9)	6/8-7/2	7:30-9:55 am 10:05-12:30	MJH
Migrant School	6/11-7/30	8-5 pm	Probstfield
School Board	June 14	7 pm	Townsite
Beginnings	6/14-7/1	9-11:30 am	Lincoln
ESY - Spec. Ed.	6/15-7/29 T,W,Th 8-12	8-10 am 10-12 MSH	Edison Asp
Excel Summer Programs	6/16-7/1	8-10 am	K-3 Edison
Session 1		10-12:15	4-6 Asp
Session 2	7/6-7/23 10-12:15	8-10 am 4-6 Asp	K-3 Edison
School Board	June 28	7 pm	Townsite
Basic Skills Test Prep. Classes	July 6-29	8-11 am	MJH
School Board	July 12	7 pm	Townsite
School Board	July 26	7 pm	Townsite
Reading Basic Skills Test	July 27	9 am	MJH
Math Basic Skills Test	July 28	9 am	MJH
Writing Basic Skills Test	July 29	9 am	MJH
School Board	August 9	7 pm	Townsite
Summer Orchestra	8/16-8/20	Varies	MSH
School Board	August 23	7 pm	Townsite

MEMO #: I-99-277
TO: Dr. Bruce Anderson
FROM: Bob Jernberg *RJ*
SUBJECT: Gift Acceptance
DATE: June 7, 1999

This district has received assistive technology equipment valued at \$4155.00 from Tammy Spurr in memory of Alicia Spurr for use by special education students. The equipment includes:

- One-arm drive wheelchair - small adult
- Hemi-walker
- Pogano stroller
- Long-handled shoe horn

Suggested Resolution: Move to accept the gifts as presented and direct that a letter of thanks be sent to Tammy Spurr.

RMJ/vtr

MEMO #: I-99-278
TO: Dr. Bruce Anderson
FROM: Bob Jernberg *BJ*
SUBJECT: Gift Acceptance
DATE: June 7, 1999

This district has received the following gifts:

\$300.00 from the Moorhead Optimist Club for use towards the purchase of the grand piano at Moorhead Junior High;

\$100.00 from Westat, Inc. for participation in a U.S. Department of Education national longitudinal research study. The gift will be used for purchase of a paper shredder at Riverside Elementary.

\$1050.00 from Tharaldson Motels, Inc. and U.S. Bank for students from Edison, Riverside, Probstfield, and Washington Elementaries to attend "Go For It" Road Show, a program to help reinforce to our young people the important messages of living healthy and positive life styles.

Suggested Resolution: Move to accept the gifts as presented and direct that a letters of thanks be sent.

RMJ/vtr

MEMO #: I-99-281

TO: Dr. Bruce Anderson

FROM: Bob Jernberg *BJ*

SUBJECT: Acceptance of "Partners in Learning" Grant

DATE: June 7, 1999

Attached is a letter of notification that the District has been awarded \$76,207.63 for the "Partners in Learning" Grant from the Clay County Joint Powers Collaborative and a list of the funding recommendations for other grants funded through this round of funding using the Joint Collaborative Time Study Funds. Listed below is a short project description for the "Partners in Learning" and two other grants in which we are to be collaborative partners.

- 1) Project Title: Partners in Learning
Name of Agency Applying: Moorhead Public Schools
Contact Person: Mary Davies/Bonnie Herman
Project Description: Partners in Learning will improve the education of 30 families in the Moorhead School District and Dilworth by integrating early childhood education, parent-child activities, parenting skills education, and adult basic education for families into a unified family literacy program. Families will attend sessions three times a week during the school year.
- 2) Project Title: HUGS Program Crisis Intervention Specialist
Name of Agency Applying: Clay County Social Services
Contact Person: Cindy Arends
Project Description: The Crisis Intervention Specialist will work with the HUGS Program to assure school attendance of Clay County students (K-4). This program will provide therapeutic supports to families with multiple issues. Use of a family based approach in dealing with truancy will positively impact student attendance and family functioning.
- 3) Project Title: Truancy Intervention Project
Name of Agency Applying: Clay County
Contact Person: Paul Wraalstad
Project Description: Staff will work with truant students and their families to reduce unexcused absences through assessment and referral. Collaboration among several agencies is key in providing early intervention strategies and preventing out-of-home placements. Staffing proposal for each school – MHS (2 FTE Student/Family Advocates, 1 FTE Attendance Tracker, .5 FTE Coordinator) MJH (1 FTE Student/Family Advocate, .5 FTE Attendance Tracker, .25 FTE Coordinator). The Family Advocate from MHS will also provide services to Robert Asp on an as needed basis. It is proposed that the Red River Area Learning Center will be staffed with .5 FTE Student/Family advocate, 1FTE Attendance Tracker, .25 FTE Coordinator.

Suggested Resolution: Move to accept the Grant "Partners in Learning" and to participate as a collaborative partner in "HUGS Program Crisis Intervention Specialist" and "Truancy Intervention Project".

RMJ/vtr
Attachment

CLAY COUNTY JOINT POWERS COLLABORATIVE

919 8th Avenue North
Moorhead, MN 56560
(218)299-7270 or (218)299-7278
e-mail: cynthia.sillers@co.clay.mn.us

May 26, 1999

Mary Davies
Community Education, Moorhead Public Schools
810 4th Ave. S.
Moorhead, MN 56560

Dear Mary:

We are writing to let you know that the Local Collaborative Time Study (LCTS) grant application for "Partners In Learning" was recommended, and approved, for funding in the amount of **\$76,207.63**.

Determining the recommendations for funding was challenging. The members of the LCTS Application Review Committee, however, approached the task seriously and with dedication, as well as made every attempt to assure fairness.

In recommending the grant to the Collaborative Board, the Review Committee members commented that they were doing so with the understanding that the location where individuals live within Clay County will not prevent them from accessing the services if they provide their own transportation; that efforts will be made to include the wraparound process when appropriate; that staff from Community Education will be willing to meet with school districts in "greater" Clay County to discuss how Moorhead combined ECFE, ABE and LCTS funds to establish "Partners In Learning" if asked to do so; and that there will be efforts made on the part of Moorhead Community Education to seek other funding sources in the future and not depend on the support of LCTS dollars indefinitely. The Board approved the recommendations of the Committee on May 19, 1999.

Within the next few weeks, Cynthia will be sending you a Grant Agreement, as well as information about the required Quarterly Reports. Meanwhile, please call her if you have questions about any of this.

Thank-you for submitting an application and for your continued efforts to collaborate.
Congratulations!

Sincerely,



Cynthia Sillers
Coordinator



Diane R. Meyer
Chair, Clay County Joint Powers Collaborative Board

P.S. We have enclosed a list of the Projects that will be receiving an LCTS grant.

Enclosure

**LOCAL COLLABORATIVE TIME STUDY (LCTS) GRANTS APPROVED BY THE
CLAY COUNTY JOINT POWERS COLLABORATIVE BOARD
May 19, 1999**

- **Project Title:** HUGS Program Crisis Intervention Specialist
Name of Agency Applying: Clay County Social Services
Approved Grant Amount: \$53,725
- **Project Title:** Building Families
Name of Agency Applying: Rural Enrichment and Counseling Headquarters
Approved Grant Amount: \$38,800
- **Project Title:** Partners In Learning
Name of Agency Applying: Moorhead School District, Community Education
Approved Grant Amount: \$76,207.63
- **Project Title:** Universal Visits to Families of Newborns and Two-Year Old Children
Name of Agency Applying: Clay County Public Health
Approved Grant Amount: \$40,000
- **Project Title:** Child Care Support Services and Intensive In-Home Behavioral Services
Name of Agency Applying: Access, Inc.
Approved Grant Amount: \$77,447
- **Project Title:** Truancy Intervention Project
Name of Agency Applying: Clay County
Approved Grant Amount: \$195,348
- **Project Title:** The Attachment and Development Program
Name of Agency Applying: The Village Family Service Center
Approved Grant Amount: \$49,723
- **Project Title:** Children of Divorce: A Program For Children
Name of Agency Applying: University of MN Extension Service - Clay County
Approved Grant Amount: \$4,401
- **Project Title:** Rainbow Bridge, Safe Exchange/Visitation Center
Name of Agency Applying: Clay-Wilkin Opportunity Council, Inc.
Approved Grant Amount: \$25,000

MEMO #: I-99-276
TO: Dr. Bruce Anderson
FROM: Bob Jernberg *BJ*
SUBJECT: Clay County Public Health Contract
DATE: June 7, 1999

Attached is a contract with Clay County Public Health allowing Moorhead Schools to purchase early childhood screening (ECS) services. The provider will bill third party payer for eligible children. The rate will be \$25.00 per child screened for those children for whom third party payer reimbursement is not received.

Suggested Resolution: Move to approve the contract as presented.

RMJ/vtr
Attachment

**AGREEMENT BETWEEN
CLAY COUNTY PUBLIC HEALTH
AND
MOORHEAD SCHOOL DISTRICT**

The Moorhead School District, hereinafter referred to as the "School" and Clay County Public Health, Moorhead, Minnesota hereinafter referred to as the "Provider" enter into this agreement.

Whereas the Provider is a certified health care provider in Clay County and; Whereas the Provider has authorized the development of early childhood screening (ECS) services and; Whereas the School wishes to purchase such services from the Provider; Now, therefore, in consideration of the mutual understandings and agreements set forth, the School and Provider agree as follows:

I. PROVIDER RESPONSIBILITIES:

1. Assist with mailings to families in the school district with children 3 1/2 to 5 years of age.
2. Perform the ECS required components of:
 - *Growth: height and weight
 - *Immunization review/referral
 - *Hearing screening
 - *Vision screening
 - *Developmental screeningThe components provided will be for screening purposes only and do not include diagnosis or treatment.
3. Provide computer printout for state report and assist with completion.
4. Provide supplies and equipment necessary to complete the components.

II. SCHOOL RESPONSIBILITIES

1. Send mailings to families in the school district with children 3 1/2 to 5 years of age.
2. Provide appropriate space to complete the components of ECS.
3. Provide the Summary interview with those families participating in the screening process, as well as Referral and Follow-up.

4. Prepare and submit annual report to Minnesota Department of Children, Families, and Learning by August 15th of each year.
5. No person or persons shall, on the ground of race, color, national origin, handicap, age, sex, or religion, be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program service or benefit advocated, authorized, or provided by this Department.

III. STAFF:

The Provider shall make every reasonable effort to maintain sufficient staff, facilities and equipment to deliver the above mentioned services. The Provider shall notify the School if ever the Provider will be unable to provide the required quality or quantity of purchased services. Upon notification, School and Provider shall determine whether such inability will require a modification or cancellation of the contract.

IV. RECORDS:

1. Screening results will be submitted to the school district. Individual school health records will be maintained and kept on file in the School in accordance with school policy.
2. When rescreening by the Provider is required, the records will be kept with Provider until rescreening is completed. Upon completion, they will be sent to the school district.
3. Information exchanged will be done in compliance with the Data Privacy Act which includes notification of data collected, release of information, and safeguarding the record.
4. Computer runs of ECS will be sent to the school district.
5. When the Provider does a complete Child and Teen Checkup and the parent wants it used as an ECS, the ECS paperwork will be sent to the school district.

V. COST OF SERVICES:

1. Provider will bill third party payer for eligible children.
2. For those children for whom third party payer reimbursement is not received, the School will be billed at \$25.00 per child.
3. The School agrees to pay the Provider, upon receipt of the bill, \$25.00 per child. The Provider will bill the School monthly specifying the dates and number of children screened and the amount being billed. The bill will be payable upon receipt.

VI. TERMS OF AGREEMENT:

This agreement shall be effective July 1, 1999 and shall be in effect until June 30, 2000. This agreement may be canceled by the School or Provider at any time, with or without cause, upon thirty (30) days written notice to the other party and subject to approval by the Clay County Board of Commissioners.

It is understood and agreed upon that the entire agreement of the parties is contained herein and that this contract supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof.

In conformity with Minnesota Statutes (16.095), the books, records, documents, and accounting procedures and practices of the contractors are subject to examination by the departments, and either the legislative auditor or the state auditor as appropriate.

Any amendments to this contract shall be valid only when they have been reduced to writing, duly signed and attached to the original of this agreement.

VII. INDEMNIFICATION:

The School hereby agrees, to the extent permitted by law, to at all times indemnify provider against any and all claims, suits, actions, debts, damages, costs, charges, and expenses, including court costs and attorneys fees, and against all liability, losses, and damages of any nature whatever, that provider shall or may at any time sustain or be put to by reason of the performance by provider of its obligations under this agreement, with the exception of any claims, suits, actions, debts, damages, costs, charges, expenses, liability and/or losses arising out of or caused by the bad faith or misconduct, and/or negligence of the provider, its officers, employees and agents.

Bruce A. Anderson 4/20/97
School Superintendent (date) Chair, School Board (date)

Leidia R. Gonzalez 13 Apr 99
Coordinator of Community Based Nursing, Clay County Public Health (date)

Betty Windom-Tewich 4-13-99
Administrator, Clay County Public Health (date)

MEMORANDUM P 99.203.

TO: Dr. Bruce Anderson
FROM: Robert Jernberg *RJ*
DATE: June 8, 1999
SUBJECT: Resignations


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

Clare Donnalley	Secretary, Early Childhood Program, effective
Shawn McFarland	Custodian, Senior High, effective June 11, 1999.
Linda Sanchez	Paraprofessional, MCAP, effective July 1, 1999.
M. Susan Clark	OHI Paraprofessional, Edison, effective June 4, 1999.
Julie Wiersma	Interpreter, Senior High, effective June 4, 1999.
Gwen Moore	ECSE Paraprofessional, Edison, effective June 4, 1999.

Suggested Resolution: Move to accept the resignations as presented.

RJ:sh

MEMORANDUM P 99. 204

TO: Dr. Bruce Anderson
FROM: Robert Jernberg 
DATE: June 8, 1999
SUBJECT: Retirements


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

Bev Ruud Secretary, Senior High, effective June 30, 1999.

Suggested Resolution: Move to accept the retirement as presented.

RJ:sh

MEMORANDUM P 99.205

TO: Dr. Bruce Anderson
FROM: Robert Jernberg 
DATE: June 8, 1999
SUBJECT: Family/Medical Leave

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

Jill Carney	EBD Teacher, Junior High, to begin approximately September 8, 1999 for twelve weeks,
Angelique Gunderson	Grade 4 Teacher, Riverside, for the school year 1999-2000.

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

RJ:sh

MEMORANDUM

P 99.206

TO: Dr. Bruce Anderson

FROM: Robert Jernberg *RJ*

DATE: June 8, 1999

SUBJECT: New Employees

The administration requests approval of the employment of the following persons subject to satisfactory completion of federal, state, and school district statutes and requirements:

Jayson Schaefer	Band Teacher, Junior/Senior High, BA (0-6) \$25,000.00, effective for the 1999-2000 school year. (Replace Catherine Tesch)
Chris Nellermoe	Science Teacher, Junior High, BA+45 (10) \$32,625.00, effective for the 1999-2000 school year. (Replace Joanne Drenkow)
Cheryl Wise	Library Secretary, Edison Elementary, A12 (0-2) \$9.26 per hour, 8 hours daily, effective for the 1999-2000 school year. (Replace Barb Johnson)
Jean Morlock	Library Secretary, Edison Elementary, A12 (0-2) \$9.26 per hour, 4 hours daily, effective for the 1999-2000 school year. (Replace Shirley Krogen)
Michael Garrett	Science Teacher, Junior High, BA (0-6) .75 FTE, \$18,750.00, (25,000.00) effective for the 1999-2000 school year. (Replace Doyle Dotson)

Suggested Resolution: Move to approve the employments as presented.

RJ:sdh

MEMORANDUM P 99.207

TO: Dr. Anderson

FROM: Robert Jernberg *RJ*

DATE: June 8, 1999

SUBJECT: Change in Contract

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

Sarah King Special Education Teacher to Special Education Program
Manager/Coordinator, Supervisors Contract, C 52(9) \$54,573.00,
effective for the 1999-2000 school year.

Melody Bober Music Teacher, Robert Asp Elementary, .88 FTE to .686 FTE for
the school year 1999-2000.

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

RJ:sh

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
MAY 10, 1999
PAGE 1

MEMBERS PRESENT: Jim Cummings, Stacey Foss, Mark Gustafson, Anton B. Hastad, James Hewitt, Carol A. Ladwig (8:50), Kristine Thompson, and Dr. Bruce R. Anderson.

MEMBERS ABSENT: None

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

PREVIEW OF AGENDA: Superintendent Anderson recommended the agenda proceed as printed.

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

WE ARE PROUD:

*** We Are Proud of Moorhead High School speech team after winning the first place sub-section and section trophy, the speech team finished its successful season April 17 at the State Speech Contest in Park Cottage Grove High School. Andrew Pezalla and Nathan Jons were named state champions in Dramatic Duo at the state contest.

*** We Are Proud of Pat King for her outstanding efforts in coordinating the Spring 1999 Conference of the Minnesota Association of Administrators of State and Federal Education Programs in St. Cloud. Pat King, MAASFEP president-elect, was instrumental in ensuring the success of the conference.

*** We Are Proud of two groups of Moorhead students for being honored with Star Awards at the 12th Annual Minnesota Governor's Youth Service Awards held on April 14 at Concordia College, St. Paul. There were a total of 25 programs honored representing Higher Education, K-12 and Community Based Youth Service. The following two Moorhead programs were recognized:

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
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The Planning Team for Youth: The Promise of America's Future. There were nine students on the planning team. The following five are Moorhead students: Melissa Caid, Bryce Howitson, Samm Saarion, Ashly Kujanson, and Amanda Larson.

The Johnson Park Project. This is a project started four years ago by eighth grade science teacher Mary Colson. Each year she includes her students in creating, maintaining, enhancing and publicizing this nature trail for the public. A strong partnership with River Keepers has enabled many other classrooms to also participate in this project including Washington, Asp and YES students.

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: Foss received a petition from Pete Marinucci, 823 20th Street North (Moorhead), signed by community members opposing the Red River Alternative Program move to Voyager School.

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

Grant - Accept a \$650 grant from Moorhead Healthy Community Initiative to be used by Community Education for a service-learning leadership camp.

Gift - Accept a \$400 gift from Riverside PTAC for use in purchasing internet access at Riverside School for the 1998-99 school year.

Contract - Approve a contract with Clay County Public Health allowing Moorhead Schools to purchase nursing services at a rate of \$35 per hour and not to exceed \$700 for the 1999-2000 school year.

New Employees

Wyman Atkins - Week-End Custodian, Senior High, A12 (2) \$8.89 per hour, effective May 19, 1999.

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BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
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Retirements

Dorothy Lemke - Head Cook, Senior High, effective July 30, 1999.

Shirley Gehrke - Lunch Room Supervisor, Senior High, effective at the end of the 1998-1999 school year.

Change in Contract

Paula Schulz - Math Teacher, Junior High, from 1.00 FTE to .286 FTE for the 1999-2000 school year.

Medical Leave

Stacey Irion - Custodian, Junior High, from April 22, 1999 to July 1, 1999 or until released by her physician.

Approval of Minutes - Approve the minutes of April 12, 19 and 26, 1999 as presented.

Claims - Approve the May claims, subject to audit, in the amount of \$1,014,129.67:

General Fund:	\$661,918.60
Food Service:	74,358.46
Transportation:	179,411.71
Community Service:	22,195.00
Capital Expenditure	66,956.36
Townsite Centre:	9,289.54
TOTAL	\$1,014,129.54

Motion carried 6-0.

COMMITTEE REPORTS: A report was heard regarding the Joint Powers Committee meeting.

SCHOOL BOARD/STAFF DIALOGUE: (This section is an effort on the part of the Board to communicate more informally at the first meeting of each month with invited staff representatives on a wide variety of programs and issues.)

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
MAY 10, 1999
PAGE 4

Graduation Standards - Update on Basic Skills Testing: Bob Jernberg and Lynne Kovash provided an update and dialogue regarding basic standards testing including the recent 8th grade testing in math and reading as well as results for current grades 9-11 students.

1998-2003 FIVE YEAR EDUCATIONAL PLAN - 1998-99 PROGRESS REPORT: Long Range Planning Committee members Linda Davidson, Pam Enz, Lynne Kovash, Lauri Winterfeldt-Shanks, and Bob Jernberg reviewed the draft 1998-99 Progress Report.

Gustafson moved, seconded by Thompson, to approve the Progress Report and direct administration to print and disseminate the report. Motion carried 6-0.

RESOLUTION RELATING TO TERMINATION AND NON-RENEWAL OF TEACHING

CONTRACT OF PROBATIONARY TEACHERS: Hewitt moved, seconded by Foss, to approve the resolution directing the administration to effect termination and non-renewal of Catherine Tesch, a probationary teacher. Motion carried 6-0.

Gustafson moved, seconded by Hastad, to approve the resolution directing the administration to effect termination and non-renewal of Anita Huseby, a probationary teacher. Motion carried 6-0.

Hastad moved, seconded by Gustafson, to approve the resolution directing the administration to effect termination and non-renewal of Sarah How, a probationary teacher. Motion carried 6-0.

Thompson moved, seconded by Cummings, to approve the resolution directing the administration to effect termination and non-renewal of Glen Proechel, a probationary teacher. Motion carried 6-0.

DISTRICT ADMINISTRATION POSITIONS:

Assistant Superintendent - Teaching/Learning - Cummings moved, seconded by Gustafson, to approve the recommendation of the administration that effective July 1, 1999, Ms. Lynne Kovash assume the position of Assistant Superintendent - Teaching/Learning at E82, Step 5 of the Moorhead Administrators' Association contract at a salary of \$78,846. Motion carried 6-0.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
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Supervisor of Education Programs - Thompson moved, seconded by Foss, to approve the recommendation of the administration that effective July 1, 1999, Ms. Lauri Winterfeldt-Shanks assume the leadership of the position of Supervisor of Educational Programs at D63, Step 5 of the Supervisors' Salary Schedule at a 1999-2000 salary of \$59,633. Motion carried 6-0.

POLICY APPROVAL: Hewitt moved, seconded by Gustafson, to approve policy, School Calendar (ICA), as presented. Motion carried 6-0.

POLICY APPROVAL: Gustafson moved, seconded by Cummings, to approve policy, Mission Statement (ADA), as presented. Motion carried 6-0.

The meeting recessed at 8:19 p.m.; it reconvened at 8:32 p.m.

Cummings moved, seconded by Gustafson, to appoint Anton B. Hastad as School Board Clerk for the May 10, 1999 meeting. Motion carried 6-0.

CLOSE PUBLIC MEETING: Cummings moved, seconded by Foss, to reopen the public meeting at 8:34 p.m., pursuant to M.S. 471.705 for the purpose of discussing negotiations strategies. Motion carried 6-0.

OPEN PUBLIC MEETING: Cummings moved, seconded by Foss, to reopen the public meeting at 8:58 p.m. Motion carried 7-0.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Anderson reminded Board members of the May 21 retirement tea honoring Mary Davies. Foss commented on a recent communication from Clifford P. Hooker regarding the superintendent search update.

ADJOURNMENT: Hearing no objections, the meeting adjourned at 9:12 p.m.

Anton B. Hastad, Acting Clerk

REGULAR MEETING
BOARD OF EDUCATION
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MEMBERS PRESENT: Jim Cummings, Stacey Foss, Anton B. Hastad, James Hewitt, Carol A. Ladwig, Kristine Thompson, and Dr. Bruce R. Anderson.

MEMBERS ABSENT: Mark Gustafson.

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

PREVIEW OF AGENDA: Superintendent Anderson recommended the agenda proceed as printed.

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

WE ARE PROUD:

*** We Are Proud of Moorhead Junior High students who took three National Olympiad Exams during the month of April. Top scorers were: National Geography Olympiad - Nicholas Sternhagen, Grade 7; National Earth Science Olympiad - Matthew Bresee, Grade 8; and National General Science Olympiad - Krister Anderson, Grade 8.

*** We Are Proud of the Moorhead Junior High Knowledge Master Team for being the Minnesota State Champion for the Middle School Division of the Spring Knowledge Master Open held on April 20. Thirty-four middle schools from Minnesota participated in this semiannual competition. MJH has placed first in the state in the last four Knowledge Master competitions.

Moorhead placed 49th out of 1065 participating middle schools worldwide. A total of 32,542 students, comprising 2417 teams in three divisions, participated from 49 states and 20 foreign countries.

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Members of the Moorhead Junior High Knowledge Master Team are: Krister Anderson, Matt Bresee, Melissa Cai, Nick Foos, Steph Johnson, Zackary Kenz, John Langdahl, Sam Lenius, Jacob Osowski, Craig Powers, Lee Richards, Lea Sims, Nick Sternhagen, and Daniel Stone. The Knowledge Master Team is coached by Lois Brown.

*** We Are Proud of 42 Moorhead Junior High students who participated in the 1999 Midwest Talent Search conducted by the Center for Talent Development at Northwestern University. Seventh grader, Nicholas Sternhagen, has been invited to the Midwest Talent Search Award Ceremony at Northwestern University on June 5 to be recognized for his superior performance on the verbal section of the SAT 1.

Additional students recognized for their exceptional achievement at a local ceremony are: Matthew Bresee for the highest combined score on the SAT, Daniel Stone for the highest math score on the SAT, Oliver Eskildsen for the highest composite ACT score, and Laura Brewster for the top seventh grade composite ACT score.

The following eighth grade students participated in the Talent Search for the second year and as a group had an average gain in percentile rank of 15 percent: Matthew Bresee, Kate Dale, Sam Lenius, Jacob Osowski, Craig Powers, Alison Reynolds, Lee Richards, Daniel Stone, Bridget Sundby, and Brent Vesta. Each of the second year participants achieved a score acceptable for entrance to any of our local colleges.

*** We Are Proud of Moorhead Senior High School students Jahim Kasim, Helat Tile, Hafize Celikturk, An Tong, and Luan Le for their participation in Project 120 - Students Experiencing Government held in St. Paul on March 28-April 1.

The primary goal of Project 120 is to help students understand how their state government works and to motivate young people to become involved citizens throughout their lives. The secondary goal of Project 120 is to bring together students from all racial, economic and geographic backgrounds so they can begin to understand and respect each other and differing opinions. This year, Moorhead and 85 other communities from 45 of Minnesota's 67 Senate Districts participated in Project 120.

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MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: Foss commented that she had received a communication from Yvonne Norgren, 3201 12th Street South (Moorhead), regarding her *Forum* editorial related to the substitute calling system.

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

Grant Applications - Approve a \$35,000 request in Discretionary Funding as a part of the Prevention and Intervention Delinquent Program. Funding will be used to provide high quality educational services to neglected and delinquent youth for the 1999-2000 school year.

Approve a \$35,046 request in Discretionary Funding as a part of the Education for Homeless Children and Youth. Funding will be used to further a district-wide effort to develop consistent and comprehensive educational programming for homeless children and youth across educational settings.

Grant - Accept a \$2,700 grant from Cass County Extension for Junior High teacher and students to further develop the nature trail at M.B. Johnson Park.

Gift - Accept the \$8,900 gift from the Moorhead Junior Honor Choir for purchase of a grand piano at Moorhead Junior High.

Special Services Agreements - Accept the contract for special education services with Dilworth/Glyndon/Felton School District #2164 which authorizes them to purchase various special education services from the Moorhead School District from July 1, 1999 through June 30, 2000.

Accept the agreement with HealthSouth for physical therapy services for the 1999 extended school year program to begin on or about June 16, 1999 and will end on July 30, 1999 for the total contracted PT services not to exceed 120 hours at \$41.36 per hour.

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Resignations

Cindy Charlton - Noon Supervisor, Washington Elementary, effective May 28, 1999.
David Brown - Chemistry Teacher, Senior High, effective at the end of the 1998-99 school year.
Dr. Kerry Sewell - Principal, Riverside Elementary, effective at the end of the 1998-99 school year.
Jeff Offutt - EBD Paraprofessional, Probstfield Elementary, effective June 4, 1999.

Coaching Assignments

Charlene Lien - Head Volleyball, Step 13 - 10 percent, \$3,717.30, 1999-2000 school year.
James MacFarlane - Head Girls Hockey, Step 3 - 12 percent, \$3,259.68, 1999-2000 school year.

New Employees

Rachel Meyer - LD Teacher, Senior High, BA (0-6) \$25,000, effective for the 1999-2000 school year.
Ann Kracke - Special Education Teacher, Junior High, BA (0-6) \$25,000, effective for the 1999-2000 school year.
Kristen Kopacek - Special Education Teacher, Junior High, BA (0-6) \$25,000, effective for the 1999-2000 school year.
Paul Cragg - Chemistry Teacher, Senior High, BA (0-6) \$25,000.00, effective for the 1999-2000 school year.
Eric Stenehjem - Biology Teacher, Senior High, BA (0-6) \$25,000.00, effective for the 1999-2000 school year.

Change in Contract

John Stadter - Lan/Wan Specialist, Townsite Centre, from Secretary's Contract B22, Step 4 to C41 Step 2 of the 1998-99 Supervisors Contract.

Motion carried 6-0.

COMMITTEE REPORTS: A brief report was heard regarding the Clay County Joint Powers Collaborative Board meeting.

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LOCAL COLLABORATIVE TIME STUDY: Diane Meyer, Dennis Lien and Vijay Sethi provided an overview of the Clay County Joint Powers Collaborative and funding through the Local Collaborative Time Study.

The meeting recessed at 7:51 p.m.; it reconvened at 7:58.

BID AWARD - LOCKER ROOM ADDITION, MOORHEAD SPORTS CENTER:

Cummings moved, seconded by Foss, to move to award the low bid meeting specifications to Olaf Anderson for a total school district cost of \$435,447.

EAST GATE CENTER RENTAL FOR RED RIVER LEARNING CENTER: Hewitt moved, seconded by Hastad, to approve a lease for the Red River Valley Learning Center from Van Raden Properties at East Gate for \$72,000 for two years and any other fit-up costs necessary to accommodate the instructional program. Motion carried 5-1; Thompson dissenting.

INDIVIDUALS WITH DISABILITIES EDUCATION ACT: Ladwig moved, seconded by Cummings, to accept the resolution as presented. Motion carried 5-1; Hewitt dissenting.

INCREASE IN ACTIVITY FEES AND TICKET PRICES: Don Hulbert provided an initial review of a recommendation to increase activity fees and ticket prices. An additional handout was distributed. Following Board discussion, administration will review and bring the fee and ticket increase proposal to the June 14, 1999 Board meeting.

SPECIAL EDUCATION EXTENDED SCHOOL YEAR PROGRAM: Ladwig moved, seconded by Thompson, to receive the Special Education Extended School Year Program information and to approve the employment of extended school year staff contingent upon student enrollment. Motion carried 6-0.

SECONDARY SUMMER SCHOOL PROGRAM: Steve Morben provided a brief summary of the program.

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Hewitt moved, seconded by Cummings, to receive the Secondary Summer School Program information as presented and to approve the employment of summer school staff contingent upon student enrollment. Motion carried 6-0.

EXCEL SUMMER PROGRAM: Pat King provided a brief summary of the program.

Thompson moved, seconded by Ladwig, to approve the Summer Excel Term as described and hiring of teaching staff contingent upon enrollment. Motion carried 6-0.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Anderson reminded Board members of the June 6 graduation at 1:30 p.m. in the Civic Center.

ADJOURNMENT: Hearing no objections, the meeting adjourned at 9 p.m.

Carol Ladwig, Clerk

MEMO #: I-99-279
TO: Dr. Bruce Anderson
FROM: Bob Jernberg *RJ*
SUBJECT: Board Dialogues
DATE: June 7, 1999

Dan Markert and Mark Ladwig will discuss the possibility of a Student Educational Radio Station being developed at Moorhead High School with funding being obtained through gifts and grants.

Dan Markert and members of Moorhead Community Access Television (MCAT) advisory board will review the possible partnership of locating MCAT equipment at Moorhead High School along with a joint television studio to be utilized by both Moorhead students and community access needs.


RMJ/vtr

JUN 7 1999

Moorhead Community Access Television MCAT • Cable Channel 3

DATE: June 7, 1999

TO: Dr. Bruce Anderson, Superintendent of Schools

FROM: Bob Schieffer, President
Moorhead Community Access Television Board (MCAT) 

RE: MCAT/Moorhead Public Schools Partnership

The Moorhead Community Access Television Board requests an opportunity to discuss with the school board a potential joint partnership. MCAT is in the planning stages of moving from our current location and we are intrigued with the idea of sharing facilities, equipment, television programming and staff with the Moorhead Public School district.

We have toured the Senior High facility with Mike Siggerud and Bert Chamberlain and have had the opportunity to dialogue with Dan Markert about Moorhead Public Schools' technology-rich future. We feel that a partnership between MCAT and the school district will be a "win-win" situation for all.

The school district will gain the use of quality video equipment, have the opportunity to broadcast school events to Moorhead cable subscribers and provide the district's 5,800 students another learning opportunity. MCAT would benefit from a larger television studio, production and equipment storage spaces, a greater source of technical personnel and student help, improved public and later hours accessibility to studio facilities and from the wider variety of cable programming we would now be able to offer.

We welcome the opportunity to begin more formal discussions with you, senior high principal Gene Boyle, and the Moorhead Board of Education.

Thank you.

Cc Dana Harris, MCAT Coordinator
Dan Markert, Moorhead School District

Memo

To: Dr. Anderson
From: Beth Astrup
Date: 6/9/99
Subject: Legislative Changes

Attached is a summary of how the legislative changes will affect Moorhead Schools state funding. Recommended changes to the preliminary budget for the 1999-2000 school year will also be discussed.

Independent School District No. 152
Highlights of Legislative Changes Relating to State Aid

	<u>1999-00</u>	<u>2000-01</u>
Change in weighting factors:		
Pre K & Hcp K from 1 to 1.25		
Reg K from .53 to .557		
1st - 3rd from 1.06 to 1.115		
Remaining stayed the same		
Total (93 first year, 91 second year)	\$332,010	\$325,370
Change in formula allowance		
\$67/WADM net increase over budgeted amount for 2000		
\$132/WADM net increase over budgeted amount for 2001	472,615	841,764
Adjusted marginal cost pupil units - help districts that have declining enrollment by using 90% of current 10% of prior year ADM's	15,670	15,670
Equity Allowance - \$19.60/WADM	129,445	128,968
\$50 per pupil unit if state revenue projections hold		<u>323,400</u>
Total Additional Revenues	\$949,740	\$1,635,172
Restrictions:		
Change in formula to calculate learning and development reserve	301,063	295,042
Student to Instructor Ratio Reserve	<u>19,818</u>	<u>71,148</u>
Net Unrestricted Increase in Formula Allowance	\$628,859	\$1,268,982
Preliminary Budget Deficit	(78,290)	(602,500)
Textbook Adoption Allocation	(260,000)	(260,000)
Additional Severance Requirements	<u>(190,000)</u>	<u></u>
	<u>\$100,569</u>	<u>\$406,482</u>

*** The new legislation also increased special education funding, but the state has not released what the overall increases will be to individual districts.

MEMO #: I-99-275

TO: Dr. Bruce Anderson

FROM: Bob Jernberg *RJ*

SUBJECT: Activity Fee & Ticket Price Increases

DATE: June 4, 1999

At the May 24, 1999 Board Meeting the board reviewed fee and ticket price increases. Listed below is a revision of the recommendation.

	Current Fees	Option 1	Option 2
MHS Activity Fee	\$25	\$40	\$35 (FY2000) \$40 (FY2001)
JHS Activity Fee	\$15	\$25	\$20 (FY2000) \$25 (FY2001)

	Current Ticket Prices	Proposed Tickets
Adult	\$3	\$4
Student	\$1	\$2
Adult Season Pass	\$35	\$40
Student Season Pass	\$15	\$20

Recommended Revisions to Activity Fee Schedule:

Increase Danceline Activity Fee from \$10 to \$20 per season (each of two seasons)

Increase Cheerleading Activity Fee from \$10 to \$20.

Speech/Debate Activity Fee (included in fee schedule above) will split and each pay activity fee.

Add Knowledge Bowl Activity Fee – \$20.

Suggested Resolution: Move to approve the fee increase as outlined in option 1 above and to increase the ticket prices and revisions to activity fee schedule as presented.

RMJ/vtr

MEMORANDUM P 99.208

TO: Dr. Bruce Anderson

FROM: Robert Lacher



DATE: June 8, 1999

SUBJECT: Part Time and Substitute Pay Schedule Change

Attached is a copy of the Part Time and Substitute Pay Schedule. The administration requests approval of this schedule.

Suggested Resolution: Move to approve the pay schedule.

RL:sdh

PART TIME AND SUBSTITUTE PAY SCHEDULE

ADULT ED

Vocational Licensed Teacher (New)	20.06
Vocational Licensed Teacher 2 years	20.66
Vocational Licensed Teacher 3 years or more	21.08
Avocational Teacher	14.39
After-school Healthy Community Initiative grant activity leaders	13.83
Program Assistant	

SUBSTITUTE TEACHERS

Daily	68.00
10 Day Consecutive same classroom	94.00
30 Day Consecutive same classroom	Daily rate-beginning BA Teacher Salary

LICENSED TUTORS - TEACHERS

19.52

NOON HOUR SUPERVISORS/FOOD SERVICE WORKERS

Part-time (non-contract)	6.20
	(or .15 over previous rate)

INTERPRETERS/COTA

Part-time (non-contract)	14.00
Freelance	Market

SECRETARIES

Part-time (non-contract)	7.73
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PARAPROFESSIONALS (TEACHERS ASSISTANTS)

Part-time (non-contract)	7.73
Substitute	7.73

CUSTODIANS

Part-time (non-contract)	7.73
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WORK STUDY/STUDENT HELP

5.15

Revised 6/08/99
Effective 7/01/99

PART TIME AND SUBSTITUTE PAY SCHEDULE

ADULT ED

Vocational Licensed Teacher	20.66
Vocational Licensed Teacher (New)	20.06
Avocational Teacher	14.25
After-school Healthy Community Initiative grant activity leaders	13.83
Program Assistant	6.08

SUBSTITUTE TEACHERS

Daily	66.00
10 Day Consecutive same classroom	92.00
30 Day Consecutive same classroom	Daily rate-beginning BA Teacher Salary

LICENSED TUTORS - TEACHERS	19.52
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NOON HOUR SUPERVISORS/FOOD SERVICE WORKERS

Part-time (non-contract)	6.00
(or .15 over previous rate)	

INTERPRETERS/COTA

Part-time (Non-contract)	13.55
Freelance	21.86
(due to lack of trained interpreters labor pool, may need to meet competitive rates)	

SECRETARIES

Part-time (non-contract)	6.95
--------------------------	------

PARAPROFESSIONALS (TEACHERS ASSISTANTS)

Part-time (non-contract)	7.73
Substitute	7.73

CUSTODIANS

Part-time (non-contract)	6.37
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WORK STUDY/STUDENT HELP	5.15
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Revised 6/02/98
Effective 7/01/98

MEMO TO: DR. ANDERSON

FROM: ROBERT LACHER/BETH ASTRUP

DATE: APRIL 21, 1999

SUBJECT: 1999.2000 CAPITAL OUTLAY ANNUAL OPERATING PLAN

1998 FUND <u>END BALANCE</u>	<u>REVENUE</u>	PROJECTED <u>EXPENDITURE</u>	FUND <u>BALANCE</u>
(\$1,083,509)	\$3,431,370	\$5,786,000	(\$3,438,139)

Recommended changes to Capital Outlay Plan which was presented at February 8th Board meeting:

	<u>PAGE #</u>	<u>1999-2000</u>	<u>2000-2009</u>
1. Lease levy for Red River Area Learning Center	V-1		\$ 540,000
2. Building Construction - Long Range Facilities Plan	V-3	(\$521,785)	\$ 374,000
3. Lease Expense - East Gate Center	V-4	(\$ 36,000)	(\$ 324,000)
4. Bldg. Capital Allocations - \$25/wadm for the 99.2000 year. \$12.50/wadm for the duration of the referendum	V-4		\$ 714,500
5. Move Textbook Adoption Expense to General Fund	V-6	\$161,300	\$1,457,100
6. Bleachers, loading dock, and fire door	V-6	(\$400,000)	
7. Health and Safety Levy for #6	V-2		\$ 400,000
8. Health Benefits and Crime Prevention Levy			\$ 595,759
9. Technology Staff Reduction	V-4		\$ 675,000
		<u>(\$796,485)</u>	<u>\$4,432,459</u>

We currently have a Long Range Facility Plan that projects cumulative deficit of \$2,483,214 over the next ten (10) years. The school district will have to decide on the combination of reduction in expenditures or increase in revenues to balance the Capital Fund. For the next school year our cash flow will be so taxed that we must take drastic measures to meet our obligations. i.e. delay any Capital Expenditures possible to April of 2000, no building allocations. If we are to meet payroll or accounts payable.

Suggested Resolution: Move to approve the 1999.2000 AOP Capital Facilities Budget

Revenues \$3,431,370

Expenditures: \$5,786,000

and accept the recommended adjustments.

CAPITAL OUTLAY FUND

CAPITAL OUTLAY DEFINED "Site improvements, building improvements and capital repairs are of such magnitude that they represent an expenditure with a minimum of individual project cost of \$1,000 with the useful life of at least ten years, and significantly increase the value and/or extend the useful life in the instance of capital repair. Equipment represents an expenditure with a minimum unit cost of \$750 with a useful life of at least four years.

Capital Outlay will be allocated in the areas as follows:

- Facilities (requires a hearing of five-year plans before July 1 each year)
- Health and Safety

CAPITAL OUTLAY REVENUE ASSUMPTIONS & RATIONALE (Lines 5-16)

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

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

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

REVENUES

LINE

OPERATING CAPITAL

5

In 1997, the legislature combined the Capital Outlay Fund with the General Fund for UFARS reporting. The 98-99 Revenue will be folded into the General Fund and identified as Operating Capital. We will continue to maintain a separate accounting structure. Our revenue will decrease to \$197 per WADM. In 96-96 it was \$204 per WADM. The operating capital revenue will be \$203 per WADM.

LEASE LEVY

6

Lease levy will may continue to be utilized for Athletic facility rental, Community Education space, Red River Alternative Learning Center-Armory use and rental of the Moorhead Sport Center spaces available for school use. The levy will lag expenses by one year. The lease levy, if utilized, would lag expenses by one year. For the 1999.2000 school year the district chose to utilize excess levy funds for leases vs levying additional dollars.

EXCESS LEVY

6.1

November 3, 1998, voters approved an additional \$285 per weighted pupil unit of excess levy. The district will utilize the additional revenue for capital needs and to pay the lease expenses.

EXCESS LEVY AID

6.2

AOP994

V-1

INTEREST FROM TOWNSITE LOAN

7

INTERACTIVE TELEVISION

9

The levy for Interactive Television is ~~0.5~~ **6%** of the adjusted net tax capacity of the district. The ~~98-99 99.00~~ total is ~~72,699~~ **65,298**, a decrease of ~~44.4~~ **10.2%** from the ~~97-98 98.99~~ total of ~~84,602~~ **72,699**. This year the levy allows the district to not only fund line charges for Interactive Television, but any excess revenue may be spent to provide Internet service for the classroom. **This Levy ceases in the year 2000.**

HEALTH & SAFETY

14

Health and Safety aid and levy revenue is available based on approval of an application to the Commissioner of Education for hazardous substance removal, fire code compliance or life safety repairs. The revenue may be used for removal or encapsulation of asbestos, asbestos-related repairs, or for the removal of PCBs or clean-up removal, disposal and repairs related to radon and to storing heating fuel or transportation fuels. It is assumed that all projects will receive prior approval before the levy is authorized. Health and safety adjustments will be made as approved by the Minnesota Department of Children, Families and Learning. The State Fire Marshall has just completed a legislated mandate to inspect our schools. ~~We have completed a list of 101 items to correct in our buildings. The Sr. High project was completed at about 1/2 of the estimated cost of fire suppression \$650,000. The district has received approval from the state to charge the high school bleachers to Health & Safety.~~

~~CAPITAL OUTLAY FACILITY~~ OPERATING EXPENDITURE ASSUMPTIONS AND RATIONALE (Lines 17 - 46)

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

Priority for allocations of Operating Capital Facilities (in priority are as follows):

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

~~Operating Capital Revenue may be used to pay capital expenditure related assessments of any entity formed under a cooperative agreement between two or more districts, to purchase or lease computers and related materials, copying machines, telecommunications equipment, and other non-instructional equipment, to purchase or lease equipment for instructional programs, to purchase textbooks, to purchase library books, and to purchase vehicles other than school buses. Most items can readily be classified as equipment. However, the following are examples of equipment items that could appear to qualify as supplies: encyclopedias, large wall maps, large free-standing globes, band and choir uniforms, chairs, and library books representing initial adoptions and later substantive improvements. Beginning in 1993-94, shelving, cable networks and other items attached to buildings will be classified as facilities.~~

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

- ~~1- Essential furniture (use existing inventory first)~~
- ~~2- Technology~~
- ~~3- Specialized equipment needed for instruction~~
- ~~4- Specialized equipment needed for maintenance and transportation~~
- ~~5- Equipment to support curriculum and instruction~~
- ~~6- Convenience~~
- ~~7- Appearance~~

FOOD SERVICE

17

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

SPECIAL ASSESSMENTS & TAXES

18

Special Assessments will be based on city improvements including projects related to repaving streets, curb and gutter work, and needed improvements for city services. As of December 1994 ~~8~~ we had paid off all existing City assessments. ~~A new assessments is 34th St Construction \$20,087.~~

MAINTENANCE PROJECTS

19

Capital Maintenance Projects for buildings and grounds will be based on priorities established through input from principals to the Buildings and Grounds Supervisor, who will recommend the priority needs to the Superintendent or his designee. ~~It is assumed that the capital maintenance projects will increase at the standard rate. Listing of projects can be found on pages V-11. Many~~ **maintenance projects are included in the Long Range Facility Plan (Attached).**

TELEPHONE/TELECOMMUNICATIONS

20

Telephone/Telecommunication expenses include equipment and line lease expense. It is anticipated that lease expenses will increase at the standard rate. We should consider a review of our telecommunication network.

BUILDING CONSTRUCTION

21

~~All building construction during the period of July 1, 1993 through July 1, 1995 was completed through referendum expenses and that construction in 1998-99 will include needed repairs. In 1999, there is \$160,000 for the renovation of Washington kitchen. The Long Range Faciltiy Plan lists the building construction allocations as a outcome of nearly 7 months of planning (attached).~~

LEASE EXPENSE

22

The leases will be dependent on annual prior approval by the Minnesota Department of Children, Families and Learning. A two year lease for the East Gate Center was approved at the May 24, 1999 school board meeting. 5th-8th grade Red River Alternative Learning Center students will relocate to the East Gate property.

BUILDING ALLOCATION

23-30.1

Allocation of \$25.00 per WPU as of the prior October actual enrollment for the 99 2000 year. \$12.50/wadm for the duration of referendum. **MAY HAVE TO BE SUSPENDED IN THE FUTURE DUE TO CASH FLOW NEEDS.**

ATHLETICS

29.1

32.1

This is part of the building allocation that is given to Athletics. The buildings are free to change this allocation and be involved in expenditure determination.

INTEREST

32

Cost to finance cost deficits, will grow as deficit grows.

TECHNOLOGY

33 33.1 & 34

Technology categorical expenses include hardware upgrades, preventative maintenance and repair, software adoption and version upgrades, employee training costs, and new workstation acquisitions. **Reduce technology staffing effective June 30, 2000.**

TECHNOLOGY NETWORKING PLAN

35

The district WAN will be completed on or about January 4, 1999. Additional cabling will be needed to complete the LAN's at the Moorhead Sports Center, Lincoln, & MCAP. Additional Category 3 cabling will be installed in all buildings (connect wiring closets together) to facilitate new and upgraded voice and intercom systems. In addition, our data network line lease and ISP costs are included here. **(+) See attached LRFP for projected 10 year Technology Plan.**

INTERACTIVE TELEVISION

36

The district is allowed to levy for this category through the year 2000. The funds will be used to pay for line charges on our video dial-up system and to purchase an additional video roll-about cart. Also, desktop video conferencing will be implemented on an as needed basis. Any additional levy funds will be used to pay for leased telecommunication lines providing Internet access to our district classrooms.

REPLACEMENT OF EQUIPMENT	37
Equipment which must be replaced immediately for continuity of instructional programs or for equipment essential for school district operation will be purchased when necessary from this contingency budget. Non-emergency items will not be replaced from this budget.	
MAINTENANCE/TRANSPORTATION	38
Maintenance/transportation equipment will be purchased based on the recommendations of the Buildings and Grounds Supervisor and Transportation Supervisor. These expenditures do not include school bus purchases or repair. These expenses are for maintenance/transportation.	
VEHICLES	39
Vehicle equipment expense will be utilized to replace used vehicles for out-of-town transportation. The Director of Transportation will make recommendations regarding purchasing of vehicles. It is assumed that the budget for these expenditures will remain constant for the period of projections 2000 to 2008.	
MEDIA/A.V.	40
Audiovisual equipment and application software will be purchased based on the recommendation of the Building Technicians, Media Specialists, Principals with assistance from the Director of Media Services and Director of Information Systems and Instructional Support. Attention will focus on the district's integration of technology plan and the delivery & implementation of the MN Profiles of Learning (1) .	
(1) The outcome of an Excess Levy Referendum will effect these assumptions	
MEDIA/LIBRARY	41
Media/Library print books and electronic resources will be purchased as recommended by building Media Specialists in collaboration with the Director of Media Services & the Director of Information Systems and Instructional Support. Specific attention will be given to the current curriculum cycle, the district's focus on technology integration and those resources needed for implementation of the MN Graduation Standards (1) .	
DISTRICT WIDE EQUIPMENT	42
Eliminated to help cover cash flow deficit. District wide equipment expenses will be utilized for purchasing equipment for new construction, each new classroom will be equipped with intercoms, a teacher's desk, student desks, and a file cabinet. This budget will be utilized for district wide programs such as ESL, gifted education, district office needs, and equipment needed to support newly adopted programs. A significant portion of this budget area will be utilized as a follow up to implementation of programs as a part of the District Curriculum Review Cycle. This budget area will vary based on need.	

MUSIC

43

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

TEXT BOOK ADOPTION

44

This may vary from year to year and has been charged to the ~~maintenance~~ **general** fund since **1997.98** and for the foreseeable future **1999.2000 and future years will be charged to the General Fund**

HEALTH AND SAFETY ASSUMPTIONS & RATIONALE

47-54

This revenue is available based on approval of an application to the Commissioner of Education for hazardous substance removal, fire code compliance or life safety repairs. The revenue may be used to correct fire safety hazards of r life safety hazards or for the removal or encapsulation of as bestos, asbestos-related repairs, clean-up and disposal of PCBs or clean-up removal, disposal and repairs related to storing heating fuel or transportation fuels. Asbestos removal is for removal of floor tile in various buildings. This will require prior approval from the Minnesota Department of Children, Families & Learning. **Recent approval has been given for the new bleachers at the Senior High School.**

OPERATING CAPITAL REVENUE FUND BALANCE RATIONALE

2

Future balances will be determined by the decisions we make relative to future building construction and remodeling and technology. **The projection is for a deficit for the next 10 years.**

~~(1) The outcome of an Excess Levy Referendum will effect these assumptions-~~

HEALTH AND SAFETY FUND BALANCE RATIONALE

3

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

48

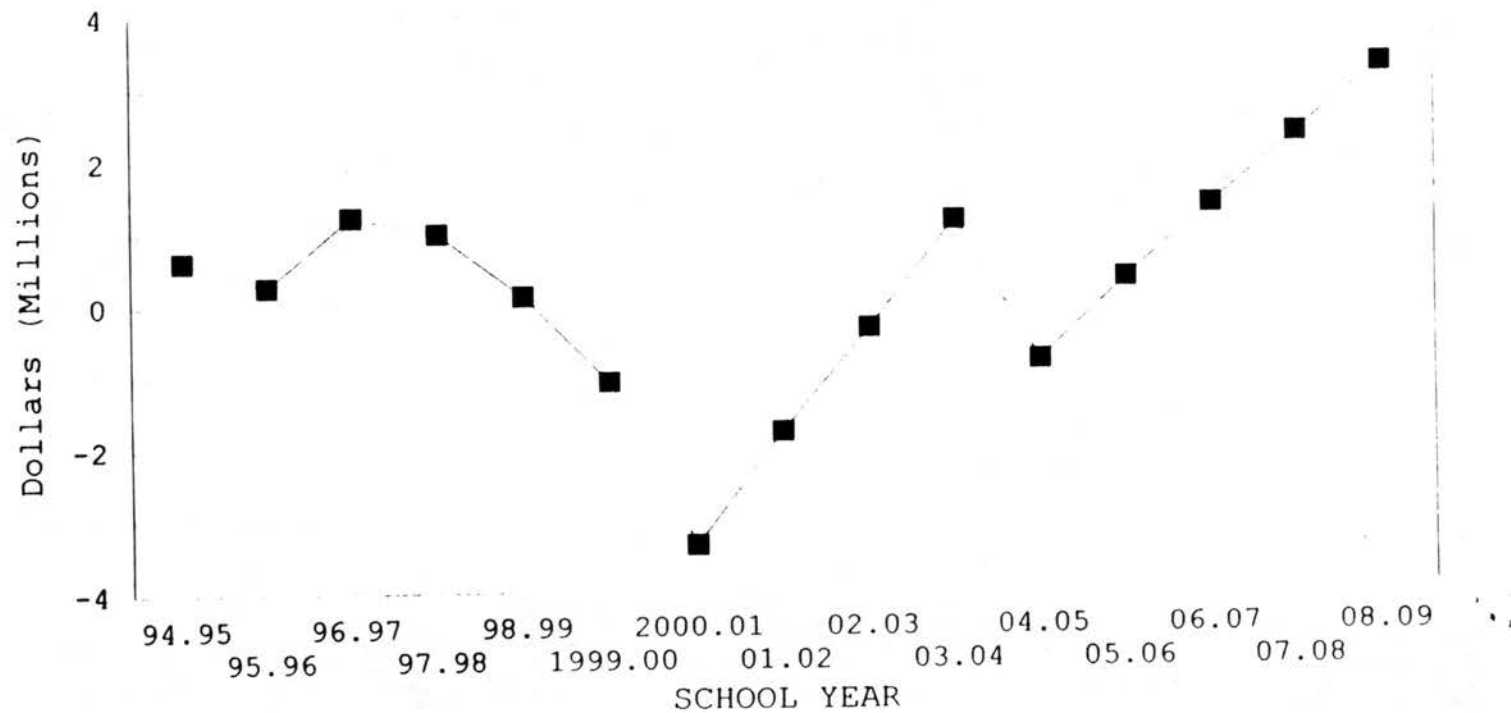
Line #

Independent School District No. 152
V. Capital Outlay Fund

09-Jun-99

	94-95	95-96	96-97	LRFP 97-98	YEAR 98-99	1 1999-00	2 2000-01	3 01-02	4 02-03	5 03-04	6 04-05	7 05-06	8 06-07	9 07-08	10 08-09
	ACTUALS	ACTUALS	ACTUAL	ACTUAL	BUDGET	Final Budget				PROJECTED					
BEGINNING FUND BALANCE															
1 Disabled Accessibility		(34,772)	2,610	119,820	99,745	(50,255)	(144,095)	(218,635)	(299,105)	(318,255)	(343,255)	(368,255)	(393,255)	(418,255)	(443,255)
2 Operating Capital	36,672	378,138	961,024	480,759	(246,949)	(1,000,685)	(2,894,045)	(1,631,143)	(118,193)	1,373,799	(547,875)	698,963	1,645,020	2,642,942	3,614,871
3 Health and Safety	587,160	(74,567)	259,349	392,907	265,511	(32,569)	(199,999)	2	1	4	5	6	7	8	9
4 Total Beginning Fund Balance	623,832	268,999	1,223,003	973,486	118,127	(1,083,509)	(3,418,119)	(1,869,136)	(14,400)	1,055,579	(891,080)	249,714	1,251,732	2,224,495	3,171,625
REVENUES															
5 Operating Capital Aid	1,388,123	1,403,955	1,324,554	1,312,486	1,346,600	1,304,470	1,277,212	1,266,525	1,241,171	1,224,893	1,204,099	1,184,027	1,164,027	1,144,027	1,124,027
6 Lease Levy	257,821	298,681	245,754	221,151	217,440		66,000	66,000	66,000	66,000	66,000	66,000	66,000	66,000	66,000
6.1 Excess Levy						541,630	554,100	550,058	519,174	531,918	522,947	514,219	510,179	501,239	491,975
6.2 Excess levy Aid						1,263,800	1,294,300	1,283,470	1,257,919	1,241,189	1,220,209	1,199,868	1,179,119	1,157,929	1,136,189
7 Interest Income (Townsite Loan)	62,180	45,582	73,349	44,778	43,780		42,780	40,180	19,180	38,180	37,180	36,180	35,180	34,180	33,180
9 Interactive Television		16,962	80,419	77,491	72,700			0	0	0	0	0	0	0	0
10 Misc./Donations/Grants	90,296	13,972	19,319	164,992	88,000										
11 Sale of Property		10,919	757												
12 Total Operating Capital	1,798,620	1,810,071	1,744,152	1,820,900	1,768,520	3,225,400	3,233,992	3,206,833	3,144,264	3,102,709	3,051,015	2,999,905	2,948,402	2,896,134	2,842,649
13 Super Fund Reimb.	8,297			10,413											
14 Health and Safety	(216,106)	962,110	481,243	511,015	(124,700)	205,930	573,401	173,401	173,401	173,401	173,401	173,401	173,401	173,401	173,401
Total Health & Safety	(207,809)	962,110	481,243	521,428	(124,700)	205,930	573,401	173,401	173,401	173,401	173,401	173,401	173,401	173,401	173,401
15 Disabled Accessibility	60,000	60,000	120,000												
16 Total Revenues	1,650,811	2,832,181	2,345,395	2,342,328	1,643,820	3,431,330	3,807,393	3,380,234	3,317,665	3,276,110	3,224,416	3,174,306	3,124,803	3,072,535	3,019,049

Capital Outlay Fund Balance



06/09/00 24 AM

2

LONG RANGE FACILITY PLAN
1999 TO 20004

Year 1 99 00	ACTUAL	Year 2 00 01	Year 3 01 02	Year 4 02 03	Year 5 03 04	Year 6 04 05	Year 7 05 06	Year 8 06 07	Year 9 07 08	Year 10 08 09
		RECOMMENDED				RECOMMENDED				

NEEDS: What is absolutely necessary to meet our legal, Federal and State, requirements to deliver instructional services, based on projected enrollment.

BUILDING	Year 1 99 00	Year 2 00 01	Year 3 01 02	Year 4 02 03	Year 5 03 04	TOTAL
Sr. High	6,985,900	64,000	60,400	1,080,000		8,150,300
Jr. High	572,000	53,000	10,000		365,000	1,000,000
Asp	407,500	232,000	25,000	300,000	35,000	999,500
Edison	152,000	25,000	20,000	40,000	158,000	396,000
Probstfield	198,775	30,000	35,000	35,000	210,000	508,775
Riverside	78,200	4,000		55,000	126,000	263,200
Washington	384,060	439,080	25,000	50,000	200,100	1,098,220
Trans/Maint	70,000	90,000	35,000	4,000	33,000	232,000
Voyager	What is long term use?		75,000			75,000
Lincoln	0	0	15,000	30,000	0	45,000
Technology	605,700	529,000	538,000	542,000	500,000	2,712,700
Townsite	50,000	0	10,000	39,000	240,000	339,000
Total	9,482,135	1,486,080	848,400	2,155,000	1,868,100	15,817,695

Building														
Sr. High	*1 Orchestra room and small rehearsal spaces w/storage /Student Dining	1,000,000												
	1.1 (3,200 Sq Ft.)													
Sr. High	**2 Gymnastics (An area dedicated to gymnastics practices	24,900	8,300											
	#Actual lease			10,000										
Sr. High	2.1 and meets that could accommodate the addition of a spring floor)													
Sr. High	**3 Locker Rooms/Girls' Hockey Locker in Sport Center	150,000	200,000	246,471										
Sr. High	4 (Renovate and update existing locker rooms and separate	350,000	431,600	175,291										
Sr. High	4.1 athletic locker room space)													
Sr. High	5 Gymnasium Space (Add four full courts in a multi-purpose	4,000,000	Look at Pool alternatives.											
Sr. High	5.1 facility to meet needs of school and community)													
Sr. High	6 Special Education Appropriate Space Part of addition on	500,000	800,000	1,049,461										
Sr. High	6.1 East side of building to accommodate the Orchestra needs													
Sr. High	6.2 SLD/EBD													
Sr. High	6.3 M/M/M/MSMNI	?												
Sr. High	6.4 WEH	?												
Sr. High	6.5 Itinerant Staff	?												
Sr. High	6.6 Conference Room	?												
Sr. High	7 Auto Shop- Expand 23' to South	300,000	550,000	488,751	Expand West									
Sr. High	8 Woodworking Lab - 23' to the North.	300,000	550,000	488,751	Expand West									
	8.1 Welding/Small Engines Lab (By relocating of one													
	8.2 of the three programs to another site would allow for													
	8.3 expansion of the remaining two programs into vacated space													
Sr. High	**9 Area Learning Center	7,000	7,000											
	#Actual lease Armory			14,000	8,000	9,000	10,000	11,000						
	#Actual lease East Gate			36,000	22,000	32,000	32,960	33,949						
Sr. High	9.1 Need more space	Look at Voyager/ Riverside/Community												
Sr. High	9.2 Conference rooms													
	10 Pool repair	10,000												
Sr. High	11 Bleacher replacement	300,000	0											
Sr. High	12 Door replacement w/ Accessible hardware	24,000	24,000	26,328										

	Year 1	TOTAL	6,985,900
Sr. High	1 Tuck pointing	40,000	
Sr. High	2 Door replacement w/ Accessible hardware	24,000	
	Year 2	TOTAL	64,000
Sr. High	1 Insulate walls	50,400	
Sr. High	2 Sidewalk repair	10,000	
	Year 3	TOTAL	60,400
Sr. High	1 Roof resaturation	1,000,000	

Independent School District No. 152
V. Capital Outlay Fund

Line #	EXPENDITURES OPERATING	09-Jun-99	94.95	95.96	96.97	LRFP 97.98	YEAR 98.99	1 1999.00	2 2000.01	3 01.02	4 02.03	5 03.04	6 04.05	7 05.06	8 06.07	9 07.08	10 08.09
		ACTUALS	ACTUALS	ACTUAL	ACTUAL	BUDGET	Pre-1 Budget	PROJECTED									
17	Food Service	110,124	41,545	10,000	6,953	0	0	0	0	0	0	0	0	0	0	0	0
18	Special Assessments	30,898	7,173	8,528	8,422	27,400	8,800	8,800	8,800	8,800	8,800	8,800	8,800	8,800	25,000	25,000	25,000
19	Maintenance	231,000	197,769	235,805	932,940	167,200	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	115,707	119,178	122,151
20	Telephone/Telecommunications	66,210	72,166	73,829	88,679	91,340	94,000	94,000	94,000	94,000	102,804	105,888	109,065	112,337	115,707	119,178	122,151
21	Building Construction			111,111		215,060	4,142,260	681,411	409,011	193,111	3,420,211	111,111	111,111	111,111	111,111	111,111	111,111
21.1	Air Conditioning	2,002	142,630	828,622													
21.2	Security Equipment		132,988														
21.3	Reading Recovery Room		26,822														
22	*Lease Expense	292,578	226,171	221,702	222,452	217,440	216,440	216,440	216,440	216,440	216,440	216,440	216,440	216,440	216,440	216,440	216,440
	Building Allocation																
23	Edison	13,204	13,743	11,105	15,120	14,750	14,510	7,255	7,255	7,255	7,255	7,255	7,255	7,255	7,255	7,255	7,255
24	Probstfield	13,259	14,941	13,894	16,808	16,140	16,270	8,135	8,135	8,135	8,135	8,135	8,135	8,135	8,135	8,135	8,135
25	Riverside	12,605	7,216	9,544	10,151	10,060	9,040	4,520	4,520	4,520	4,520	4,520	4,520	4,520	4,520	4,520	4,520
26	Washington	17,536	11,873	12,486	16,044	16,310	16,100	8,150	8,150	8,150	8,150	8,150	8,150	8,150	8,150	8,150	8,150
27	Robert Asp	25,803	16,408	17,667	19,172	20,960	20,910	10,455	10,455	10,455	10,455	10,455	10,455	10,455	10,455	10,455	10,455
28	Voyager	14,101	4,847	5,112	0	0	0	0	0	0	0	0	0	0	0	0	0
29	Jr. High	66,791	25,224	36,213	29,366	28,655	28,200	14,100	14,100	14,100	14,100	14,100	14,100	14,100	14,100	14,100	14,100
29.1	Athletics	1,497	2,809	0	1,918	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
30	Sr. High	69,594	44,148	44,683	57,823	53,768	51,580	26,790	26,790	26,790	26,790	26,790	26,790	26,790	26,790	26,790	26,790
30.1	Athletics	15,438	5,266	5,997	5,975	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
31	Transfer to cover fund 06 expe	211,257			0	0	0	0	0	0	0	0	0	0	0	0	0
32	Interest	7,643	15,348	0	0	32,000	42,000	52,000	62,000	72,000	82,000	92,000	102,000	102,000	102,000	102,000	102,000
33	Technology	24,662	22,984	22,551	263,228	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000
33.1	Technology Staffing					149,870	154,370	84,001	84,521	89,117	91,740	94,544	97,380	100,192	103,111	106,410	109,000
34	Technology Long-Term/Emergency	31,490	29,707	6,861	0	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
35	Technology Plan			99,644	751,436	1,120,700	100,000	545,130	476,100	482,400	837,800	1,000,872	1,055,174	1,081,516	1,073,760	918,203	
36	Interactive Television			42,778	0	10,000	10,000	0	0	0	0	0	0	0	0	0	0
37	Replacement of Equip.		10,855	10,000	0	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
38	Maint./Transportation	22,099	27,019	21,042	9,050	20,000	10,000	15,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
39	Vehicles	7,600	26,000	26,000	19,717	15,000	30,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
40	Media/A.V.	25,572	26,786	27,198	27,040	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000
41	Media Library	27,156	25,870	25,602	25,421	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000
42	District-Wide Equip.	71,008	42,758	60,167	14,185	0	0	0	0	0	0	0	0	0	0	0	0
43	Music	12,010	11,997	11,697	11,548	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
44	Text Book Adoptions			225,000		161,300	0	0	0	0	0	0	0	0	0	0	0
45	Misc./Donations/Grants	24,217	20,102	(461)	(4,840)	7,211											
46	Total Operating	1,456,954	1,227,185	2,224,417	2,548,608	2,522,256	5,118,760	1,971,090	1,710,087	1,416,077	5,024,334	1,894,717	1,964,847	1,988,480	1,987,205	1,838,322	

Independent School District No. 152
V. Capital Outlay Fund

Line #	09-Jun-99	94-95	95-96	96-97	LRFP 97-98	YEAR 98-99	1 1999-00	2 2000-01	3 01-02	4 02-03	5 03-04	6 04-05	7 05-06	8 06-07	9 07-08	10 08-09
		ACTUALS	ACTUALS	ACTUAL	ACTUAL	BUDGET	Final Budget									
HEALTH AND SAFETY																
47 Tank Replacement		29,813	26,056	10,119	5,572											
47.1 Well Monitoring		49,790	397,181													
48 Fire Code Compliance		25,812	80,088	85,136	298,620	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
49 Life Safety Repairs/Demolition		264,360	20,591	29,189			400,000									
49.1 Sr. High Lab Remodeling					11,355											
50 Asbestos Removal/Hazardous Was		4,893			0	10,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
51 Asbestos Loan Payback		76,343	76,343	76,343	76,572	76,400	76,400	76,400	76,400	76,400	76,400	76,400	76,400	76,400	76,400	76,400
52 Hazardous Substance Consult		2,907	27,935	125,105	1,814	52,000	67,000	67,000	67,000	67,000	67,000	67,000	67,000	67,000	67,000	67,000
53 Health & Safety Management				21,573	248,871											
54 Health and Safety		451,918	628,394	347,685	648,804	173,400	573,400	173,400	173,400	173,400	173,400	173,400	173,400	173,400	173,400	173,400
55 Disabled Accessibility		92,219	22,598	2,810	20,075	150,000	93,840	94,540	51,670	27,950	25,000	25,000	25,000	25,000	25,000	25,000
56 Total Expenditures		2,003,091	1,878,177	2,574,912	3,217,487	2,845,656	5,786,000	2,219,010	1,935,157	1,817,427	5,222,714	2,092,637	2,163,247	2,181,480	2,185,605	2,036,721
57 Total Revenue Over Expenditure (Total Expenditure Over Revenue)		(152,280)	954,004	(229,517)	(875,159)	(1,201,816)	(2,154,610)	1,568,163	1,445,077	1,480,218	(1,946,624)	1,131,799	1,011,059	972,913	946,930	1,079,727
58 Total Ending Fund Balance		271,552	1,223,003	993,486	118,327	(1,081,509)	(1,438,119)	(1,869,776)	(424,699)	1,055,519	(891,085)	249,714	1,251,772	2,224,635	3,171,625	4,250,952
GRADE																
59 K		490	500	455	435	425	420	440	425	440	415	420	420	420	420	420
60 1-6		2,992	2884	2820	2714	2,667	2,589	2,590	2,496	2,424	2,448	2,417	2,408	2,407	2,389	2,384
61 7-12		2,572	2683	2692	2719	2,756	2,727	2,741	2,655	2,611	2,519	2,495	2,412	2,377	2,327	2,285
		6054	6067	5967	5868	5849	5716	5637	5576	5475	5401	5318	5240	5204	5111	5089
K		0.53	0.53	0.53	0.53	0.53	0.53	0.53	0.53	0.53	0.53	0.53	0.53	0.53	0.53	0.53
1-6		1.06	1.06	1.06	1.06	1.06	1.06	1.06	1.06	1.06	1.06	1.06	1.06	1.06	1.06	1.06
7-12		1.30	1.30	1.30	1.30	1.30	1.30	1.30	1.30	1.30	1.30	1.30	1.30	1.30	1.30	1.30
62 K		260	265	241	231	225	223	233	225	233	220	223	223	223	223	223
63 1-6		3,172	3,057	2,989	2,877	2,827	2,744	2,709	2,646	2,569	2,565	2,558	2,552	2,554	2,532	2,527
64 7-12		3,344	3,488	3,500	3,535	3,583	3,545	3,433	3,452	3,394	3,249	3,211	3,139	3,090	3,019	2,971
65 Excess Levy Funds		6,774.82	6,809.94	6,729.95	6,682.09	6,635.07	6,512.94	6,375.86	6,322.51	6,196.94	6,114.23	6,010.88	5,910.68	5,864.12	5,773.54	5,720.18
			290.00				1,805,472	1,848,999	1,833,528	1,797,113	1,773,127	1,743,155	1,714,097	1,700,595	1,674,327	1,654,841
			98.99													
66 Facilities Fund			200			1,329,137	1,304,490	1,277,212	1,266,525	1,241,371	1,224,803	1,204,099	1,184,027	1,174,701	1,156,556	1,145,859
* Formally 100- Local Levy. Do we want to keep as part of Capital Resources?																

LONG RANGE FACILITY PLAN
1999 TO 2004

			Year 1 99 00	ACTUAL	Year 2 00 01	Year 3 01 02	Year 4 02 03	Year 5 03 04	Year 6 04 05	Year 7 05 06	Year 8 06 07	Year 9 07 08	Year 10 08 09
			RECOMMENDED										
		Year 3	Total	25,000									
Washington	1 Window replacement	Year 4	Total	50,000			50,000						
Washington	1 Roof resaturation	Year 5	Total	200,100				200,100					
Trans/Maint	1 Energy controller			20,000	20,000								
Trans/Maint	2 Storage shed			50,000	50,000								
		Year 1	Total	70,000									
Trans/Maint	1 Parking lot resurface			80,000	80,000								
Trans/Maint	2 Remodel			10,000		10,000							
		Year 2	Total	90,000									
Trans/Maint	1 Door replacement												
Trans/Maint	1 1 w/Accessible hardware	Year 3	Total	35,000		35,000							
Trans/Maint	2 Water main service	Year 4	Total	4,000			4,000						
Trans/Maint	1 Building siding			30,000				30,000					
Trans/Maint	2 Carpet			3,000				3,000					
		Year 5	Total	33,000									
Lincoln	1 Parking lot resurface	Year 3	Total	15,000		15,000							
Lincoln	2 Roof resaturation	Year 4	Total	30,000			30,000						
Voyager	1 Replace roof on church	Continue Enterprise fund		75,000									
Townsite	1 Fire Alarm update			45,000	45,000								
Townsite	1 1 w/Accessible hardware			Inc	Inc								
Townsite	2 Accessible rest rooms			5,000	5,000								
		Year 1	Total	50,000									
Townsite	1 Sidewalk repair	Year 3	Total	10,000		10,000							
Townsite	1 Parking lot resurface			35,000			35,000						
Townsite	2 Water main service			4,000			4,000						
		Year 4	Total	39,000									
Townsite	1 Roof resaturation	Year 5	Total	240,000				240,000					
District	1 Technology			2,712,700	100,000	28,004	545,130	476,100	482,400	837,800			
Sub Total Needs					\$4,035,075	\$4,040,858	\$1,005,430	\$864,000	\$807,660	\$3,691,458	\$45,895	\$47,271	\$48,690
WANTS: Looking into the future; what would be helpful to better fulfill our needs.													
BUILDING	Year 1 99 00	Year 2 00 01	Year 3 01 02	Year 4 02 03	Year 5 03 04	TOTAL							
Sr High	2,000,000				500,000	2,500,000							
Jr High	889,000					889,000							
Asp	21,000					21,000							
Edison			425,050			425,050							
Probstfield	349,400				(5,000)	349,400							
Riverside	5,000					5,000							
Washington		410,000				410,000							
Trans/Maint						0							
Early Child/Lincoln						0							
Voyager						0							
Technology	1,112,080	1,066,034	1,201,886	1,193,070	1,020,223	5,593,093							
Townsite						0							

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LONG RANGE FACILITY PLAN
1999 TO 2004

		Year 1 99 00	ACTUAL	Year 2 00 01	Year 3 01 02	Year 4 02 03	Year 5 03 04	Year 6 04 05	Year 7 05 06	Year 8 06 07	Year 9 07 08	Year 10 08 09
		RECOMMENDED										
Total		4,376,480	1,478,034	1,826,736	1,193,070	1,515,223	10,187,543					
Sr High	1. Administrative and Counselor Offices.											
Sr High	2 Food Prep/Serving equipment and arrangement											
Sr High	3 Art Room											
Sr High	4 Student Commons											
Sr High	5 Swimming Pool											
	Professional Services											
	Pool Study											
Sr High	6 Connector to Sports Center											
	Total											
Jr High	1 Create surface for dumpsites farther east and move the dumpsites away from our main entrance											
	2 Pave the area on the east side of the building between our school and the fence for parking											
	3 Add four to eight tennis courts											
	4 Add outside basketball hoops											
	5 Automatic sinks and flush features and hand dryers in student rest rooms.											
	6 Provide air conditioning for the entire building											
	Total											
Asp	1 Remodel the stage area for storage											
Asp	2 Outside storage shed											
	Total											
Edison	1 Consolidate two rooms 130 and 127 for all day every day kindergarten											
	2 Add one additional classroom for Title I and Reading Recovery and one classroom for regular instructional space											
	3 Additional/updated space for continuing programs and staff											
	Total											
Probstfield	1 Playground accessibility and fill											
	2 All day every day kindergarten additional classroom											
Probstfield	3 Remodel office, replace counter Refinish cabinets & shelves											
Probstfield	4 Staff Lounge-Remodel portion of classroom into staff lounge											
Probstfield	4.1 lounge Move copy center, mailboxes and staff workroom into											
Probstfield	4.2 current staff lounge The fourth grade classroom and LD room											
Probstfield	4.3 being vacated for the computer lab will also be used in addition for the staff lounge.											
Probstfield	5 Conference room - Move the conference to the vacated Reading Recovery/Early Literacy room											
Probstfield	6 Gifted and Talented resource room (USE CURRENT CONFERENCE ROOM)											
	Total											
Riverside	1. Match Asp's Library											
	2 Remove cloak room from classroom.											
	3 Redesign all classrooms											
Riverside	4 East side settlement - Panel wall											
	5 Office relocation											
	6 Kitchen renovation											
	Total											
District	1. Technology											
	Total											
SUB TOTAL WANTS												

LONG RANGE FACILITY PLAN 1999 TO 20004			Year 1 99 00	ACTUAL	Year 2 00 01	Year 3 01 02	Year 4 02 03	Year 5 03 04	Year 6 04 05	Year 7 05 06	Year 8 06 07	Year 9 07 08	Year 10 08 09
			RECOMMENDED					60,000	RECOMMENDED				
Sr. High	2	Parking lot repair/resurface	60,000										
Year 4 TOTAL			1,060,000										
Jr. High	1	Add rest rooms for students and staff	Have 19										
Jr. High	2	Repair Canopy	60,000	6,000	Remove								
Jr. High	3	Provide Simplex phone in all classrooms and offices	30,000										
Jr. High	4	Remodel Room 156A OT/PT area to include wheelchair	75,000	75,000	78,960								
	4.1	accessible work space, locked storage cabinets, tile floor											
	5	Complete wiring and security for second computer lab in rm. 175	50,000										
	6	Create office space for social worker, psychologist, School	300,000										
	6.1	to work and Service learning Coordinator, Technology											
	6.2	Support personnel and Outreach worker Create space for at least one conference room											
Jr. High	7	Accessible rest rooms	7,000	7,000	20,030								
Jr. High	8	Bleacher replacement	50,000	50,000									
Year 1 TOTAL			572,000										
Jr. High	1	Tuckpointing	25,000					25,000					
Jr. High	2	Door replacement w/ Accessible hardware	28,000					28,000					
Year 2 TOTAL			53,000										
Jr. High	1	Sidewalk repair	10,000				10,000						
Year 3 TOTAL			10,000										
Jr. High	1	Roof resaturation	330,000										
Jr. High	2	Parking lot resurface	35,000					330,000					
Year 5 TOTAL			365,000					35,000					
Asp	1	Orchestra/Music space (large enough for a group of 130	250,000	360,000	462,432								
Asp	1	1 students to practice) with smaller room for lessons	90,000										
Asp	2	Special Ed One full sized classroom for EBD and one of 750 sq	67,500										
Asp	2	1 R for LD											
Year 1 TOTAL			407,500										
2000-2001													
Asp	1	Full sized classroom for OT/PT	90,000										
	2	Conference room of 800 sq ft	54,000										
Asp	3	Office/conference space for home-school liaison	30,000										
Asp	4	Accessible rest rooms	5,000	5,000	16,318								
Asp	5	Tuckpointing	25,000					25,000					
Asp	6	Door replacement w/ Accessible hardware	28,000					28,000					
Year 2 TOTAL			232,000										
Asp	1	Sidewalk repair	10,000										
Asp	2	Bleacher repair	15,000	15,000				10,000					
Year 3 TOTAL			25,000										
Asp	1	Roof resaturation	300,000										
Year 4 TOTAL			300,000										
Asp	1	Parking lot resurfacing	35,000										
Year 5 TOTAL			35,000										
Edison	1	Playground Equipment	90,000			90,000							
Edison	2	Accessible rest rooms	7,000	7,000									
Edison	3	Add sidewalk (South side)	5,000			5,000							
Edison	4	Tunnel wall insulation	15,000			15,000							
Year 1 TOTAL			152,000										
Edison	1	Door replacement w/											
Edison	1	1 Accessible hardware	25,000			25,000							
Year 2 TOTAL			25,000										
Edison	1	Parking lot resurface	10,000										
Year 3 TOTAL			10,000										
Year 4 TOTAL			10,000										
Year 5 TOTAL			10,000										

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LONG RANGE FACILITY PLAN
1999 TO 2004

LONG RANGE FACILITY PLAN 1999 TO 20004				Year 1 99 00	ACTUAL	Year 2 00 01	Year 3 01 02	Year 4 02 03	Year 5 03 04	Year 6 04 05	Year 7 05 06	Year 8 06 07	Year 9 07 08	Year 10 08 09
				RECOMMENDED										
Edison	2	Sidewalk repair		10,000				10,000						
			Year 3	Total	20,000									
Edison	1	Window replacement	Year 4	Total	40,000		40,000							
Edison	1	Roof resaturation	Year 5	Total	159,000				159,000					
Probstfield	1	Remodel room 105 and 208 for Special Ed space		161,775	161,775	45,000								
Probstfield	2	Accessible rest rooms		5,000	5,000	4,730								
Probstfield	3	Window replacement		30,000			30,000							
			Year 1	Total	196,775									
Probstfield	1	Tuckpointing		26,000						26,000				
Probstfield	2	Water main service		4,000			4,000							
			Year 2	Total	30,000									
Probstfield	1	Door replacement w/Accessible hardware		25,000			25,000							
Probstfield	2	Sidewalk repair/replace		10,000				10,000						
			Year 3	Total	35,000									
Probstfield	1	Parking lot resurface	Year 4	Total	35,000					35,000				
Probstfield	1	Roof resaturation	Year 5	Total	210,000				210,000					
Riverside	1	Accessible rest rooms		5,000	5,000									
Riverside	2	Insulate pipe tunnels		12,000			12,000							
Riverside	3	Small load boiler		22,900			22,900							
Riverside	4	Water heater- gas		8,300			8,300							
Riverside	5	Window replacement		30,000			30,000							
			Year 1	Total	78,200									
Riverside	1	Water main service	Year 2	Total	4,000		4,000							
Riverside	1	Sidewalk repair		10,000				10,000						
Riverside	2	Entrance-East Vestibule-Storage		25,000				25,000						
Riverside	3	Door replacement w/Accessible hardware		20,000				20,000						
			Year 3	Total	55,000									
Riverside	1	Roof resaturation	Year 4	Total	126,000				126,000					
Washington	1	Special Education needs - Speech 225 sq ft		20,250	100,000	564,815								
Washington	1.1	ECSE 843 sq ft		76,410										
Washington	1.2	MMW/MMSI 843 sq ft		76,400	76,400									
Washington	2	Reading Recovery 100 sq ft		10,000	10,000									
Washington	3	ESL 200 sq ft		18,000	18,000									
Washington	4	Remodel Kitchen		160,000	160,000	273,725								
Washington	5	Accessible rest rooms		3,000	3,000	11,791								
Washington	6	Air handler replacement		20,000			20,000							
			Year 1	Total	384,060									
Washington	1	Door replacement w/Accessible hardware		28,000			28,000							
Washington	2	Water main service		4,000			4,000							
			Year 2	Total	439,060									
Washington	1	Tile replacement		15,000				15,000						
Washington	2	Sidewalk repair		10,000				10,000						

Year 1	ACTUAL	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
99 00		00 01	01 02	02 03	03 04	04 05	05 06	06 07	07 08	08 09
		RECOMMENDED					RECOMMENDED			

DREAMS: If money or enrollment were no object, what would you suggest that would move you towards your vision.

BUILDING	Year 1 99 00	Year 2 00 01	Year 3 01 02	Year 4 02 03	Year 5 03 04	TOTAL
Sr High					3,500,000	3,500,000
Jr High					100,000	100,000
Asp		125,000				125,000
Edison						0
Probstfield						0
Riverside					500,000	500,000
Washington						0
Trans/Maint						0
Early Child						0
Voyager						0
Technology	1,508,800	1,512,180	1,804,789	1,629,528	1,338,505	7,589,602
Townsite						0
Total	1,508,800	1,637,180	1,804,789	1,629,528	5,438,505	11,814,602

Sr High	1 Stadium Issue (Develop high school site by adding bleachers, a press box and lights)	3,000,000
	2 Rooftop Greenhouse	500,000

TOTAL	3,500,000
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Jr. High 1 Remove walls between cafeteria and halls to create a commons area, this area would be used to serve lunch 100,000

Asp	1 Playground with appropriate equipment for preadolescents	125,000
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Riverside	1 Appearance: Flooring, ceiling painting, and exterior appearance need to be improved	500,000
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DISTRICT: 1. Schematics for South and East sites
Riverside 2. Area Learning Center
3. Early Childhood, Kindergarten, Literacy Center
4. Foreign Language Immersion Magnet/K-4 Limited attendance

[illegible][illegible]

LONG RANGE FACILITY PLAN
1999 TO 2004

Year 1 99 00	ACTUAL	Year 2 00 01	Year 3 01 02	Year 4 02 03	Year 5 03 04	Year 6 04 05	Year 7 05 06	Year 8 06 07	Year 9 07 08	Year 10 08 09
		RECOMMENDED								
\$1,888,492		\$1,849,289	\$1,833,628	\$1,797,113	\$1,773,127	\$1,743,185	\$1,714,097	\$1,700,896	\$1,674,327	\$1,658,841

Deficit

RECOMMENDATIONS

BUILDING	Year 1 99 00	Year 2 00 01	Year 3 01 02	Year 4 02 03	Year 5 03 04	Year 6 04 05	Year 7 05 06	Year 8 06 07	Year 9 07 08	Year 10 08 09	TOTAL
Sr. High	2,670,900	195,411	270,811	173,371	1,735,689	157,006	158,382	159,801	161,261	162,766	5,845,378
Jr. High	138,000	53,000	10,000	0	365,000	0	0	0	0	0	568,000
Asp	380,000	29,000	35,000	0	335,000	0	0	0	0	0	779,000
Edison	7,000	135,000	50,000	10,000	159,000	0	0	0	0	0	361,000
Probstfield	271,175	204,000	10,000	0	271,000	0	0	0	0	0	756,175
Riverside	10,000	4,000	73,200	55,000	126,000	0	0	0	0	0	268,200
Washington	367,400	52,000	25,000	50,000	200,100	0	0	0	0	0	694,500
Trans/Maint	150,000	45,000	0	4,000	33,000	0	0	0	0	0	232,000
Early Child	0	0	15,000	30,000	0	0	0	0	0	0	45,000
Voyager	0	0	0	75,000	0	0	0	0	0	0	75,000
Technology	100,000	545,130	476,100	482,400	837,800	1,000,872	1,055,374	1,081,516	1,073,760	918,203	7,571,155
Townsite	50,000	0	10,000	39,000	240,000	0	0	0	0	0	339,000
Lease	180,440	180,440	180,440	180,440	180,440	180,440	180,440	180,440	180,440	180,440	1,804,400
Crime	55,640	55,640	55,640	55,640	55,640	55,640	55,640	55,640	55,640	55,640	556,400
Health	27,420	22,000	17,600	14,080	11,220	8,976	7,181	5,745	4,596	3,596	122,414
Total	\$4,407,976	\$1,620,821	\$1,228,791	\$1,168,931	\$4,549,869	\$1,402,934	\$1,467,017	\$1,483,142	\$1,476,697	\$1,320,646	\$20,015,822

ACTUAL MAY 1998 ENROLLMENT

JERNBERG'S ESTIMATES

BUILDING	97 98	BUILDING	98 99	Year 1 99 00	Year 2 00 01	Year 3 01 02	Year 4 02 03	Year 5 03 04	TOTAL
Sr. High	1,839	Sr. High	1,833	1,865	1,861	1,817	1,758	1,714	31,011
Jr. High	974	Jr. High	960	923	863	849	885	830	16,244
Asp	791	Asp	789	784	842	815	759	785	13,351
Edison	558	Edison K-4	562	531	600	600	600	600	9,511
	58	Edison G-5	44	50	28				0,741
Probstfield	812	Edison Total	606	581	628	600	600	600	10,251
Riverside	877	Probstfield	883	840	780	781	761	758	11,551
Riverside G-5	332	Riverside K-4	318	320 OPTIONS ?????					5,381
Total Riverside	85	Riverside G-5	48						
Washington	417	Total Riverside	364						
	680	Washington	676	830	700	700	700	707	11,441
Total	5,980	Total	5,911	5,743	5,654	5,542	5,483	5,394	
		Difference	-79 00	(168)	(89)	(112)	(79)	(69)	-517 00
		%	-1.32%	-2.84%	-1.55%	-1.98%	-1.43%	-1.26%	-9.00%

Rooms Available for future enrollments.

BUILDING Music Rooms Comp. Labs

Sr. High		
Jr. High	1.00	
Asp	1.00	
Edison	1.00	
Probstfield	1.50	
Riverside		
Washington	1.00	

Total 4.50 1.00

*Needed if go to Block Scheduling

**Can finance w/current Lease Levy

MEMO #: I-99-280
TO: Dr. Bruce Anderson
FROM: Bob Jernberg *RJ*
SUBJECT: Human Rights Report
DATE: June 7, 1999

Attached is the Human Rights Committee Report including a memo used as a part of a fact finding meeting on "Civil Rights Issues Facing Minorities in Moorhead, Minnesota" and the American Indian Education Committee Action Plan.

Suggested Resolution: Move to approve the report as presented.

RMJ/vtr
Attachments

The Human Rights Committee reaffirms the district endorsement of state law, district policy and procedure and the Moorhead five-year plan for inclusive education.

It is essential to embrace and respect diversity in order to become a successful learner and participant in a multicultural and global community of the 21st century. Every student will thrive in an environment where there is inclusive and diverse curriculum in teaching and learning styles, classroom resources, administration, extra curricular activities and in all arenas of a multicultural education in the Moorhead School District.

Students, teachers, administrators, parents and community members must pay attention to all the things that make each of us unique - gender, age, race, level of ability, learning and teaching styles, religion, economic status etc. - so that we can all understand and respect the different perspectives stemming from these unique differences.

An inclusive and multicultural curriculum and environment will insure the successful learning and thriving of every student in the Moorhead School District.

In addition, the Human Rights Committee supports the following recommendations drawn from the community focus groups associated with Celebrating Cultural Diversity in October 1998.

1. Seek employment of multicultural staff, representing ethnic minorities in the community.
2. Create an increased awareness of diversity issues and self-awareness by students, staff, and parents through discussion groups and curriculum.
3. Establish and maintain high expectations for all students.
4. Address formal complaints in accordance with district policy so that people who feel harassed or in other ways violated do not feel their complains are not pursued.
5. Educate and inform students regarding the availability of conflict resolution and mediation.
6. Maintain appropriate funding for all instructional and staff development programs related to diversity.
7. Promote and enforce zero tolerance for any form of religious, racial, national origin or sexual harassments and violence.
8. Promote parent partnerships and mentorships for all students.

MEMO #: I-99-261

TO: Constance M. Davis, Regional Director,
United States Commission on Human Rights

FROM: Dr. Bruce Anderson
Bob Jernberg

SUBJECT: Human Rights Activities

DATE: May 24, 1999

While we continue to have issues related to developing an inclusive environment, we are continuing with many efforts to ensure the human rights and dignity of all. Issues include:

- Ensuring that all staff, students, and parents value diversity and treat all individuals with respect and dignity
- A need for a greater number of role models as district and classroom staff representing the diversity of the district.
- A greater drop out rate for individuals in minority groups.
- A greater percentage of minority students represented in alternative programs than is represented in the general population.
- A need for interpreters for nonenglish speaking families in Moorhead
- Working with nonenglish speaking families in setting high expectations for all students
- A need to increase participation of minority students in extra and co-curricular activities.

Information collected from staff who have responded to requests for Human Rights activities in the district. The list includes the following:

1. "Kids on the Block" puppets from Moorhead State University presented related to disabilities.
2. Utilization of multi-cultural interpreters through the Cultural Diversity Project for parent-teacher conferences, meetings with parents and principals and individual educational planning.
3. Use of native speaking paraprofessionals in English as a Second Language including paras who have cultural and language expertise in Vietnamese, Somalian, Kurdish and Hispanic areas. (Attachment A)
4. Documents have been available for special education meetings and in other areas with translations to several languages as needed.
5. Celebrations and discussions of various ethnic special days occurred in classrooms. School and district-wide events included a Native American Pow Wow.
6. An American Indian study was completed on attendance and drop out rates.
7. American Indian Parents Committee has been active and utilized our Native American

staff in advocating for students.

8. Our district worked in partnership with Cultural Diversity Project and Moorhead State University in the "Celebrating Our Cultures Week" with celebrations and focus groups on human rights at Moorhead High School in which community wide involvement was encouraged and transportation was provided. (Attachment B)
9. District Human Rights Committee has met and reviewed the inclusive educational plans and goals and reported to the Instruction and Curriculum Advisory Committee. (Attachment C)
10. Senior High students have presented the "Ribbon Magic" puppet program to all third grade classes. This presentation is related to inclusivity through the understanding of cultural, ethnic and disability issues.
11. The Mixed Blood Theater, a culturally diverse performing group from the Twin Cities, has been regularly featured at Moorhead High School. Productions have included a presentation highlighting the life of Rev. Martin Luther King and a celebration of Hispanic family customs. The productions are attended by the entire student body.
12. The "Diversity, Dignity & Differences" program was utilized at Moorhead Junior High School. This included training and had all students in the eighth grade involved in service projects with one or more of 35 community agencies. Followup included student opportunities to reflect on their learning.
13. Media and curriculum materials were reviewed with the Human Rights Committee and the district continued a special emphasis on the allocation of funding and used special care to ensure that appropriate materials essential to presenting positive aspects of ethnic groups and inclusivity in general were selected.
14. The library at Moorhead High School extended hours until 7 pm two days per week so that those who do not have access to technology and other resources had accessibility.
15. The district served over 400 students in English as a Second Language programs with efforts in Staff Development for both the ESL teachers and other teachers in understanding the English as Second Language student. (Attachment D)
16. Minority students were recruited to ensure their involvement in operating the Moorhead Junior High store and in participating in the Moorhead Healthy Community Initiative's homework help and other after-school activities. An ESL teacher served as coordinator to ensure ESL students involvement.
17. Lyceums were directed toward an understanding of different cultures.
18. Mentors from area colleges were utilized to provide positive role models and also tutoring of Native American students.
19. Indian Education Committee sorted to include research data in programs with Community Partnerships including Dr. Olivia Melroe from Moorhead State University and Clay-Wilkin Opportunity Council Head Start program.
20. Theater of the Deaf made presentations in the district.
21. Native American and migrant liaisons were used in bridging the gap.
22. Assistant Superintendent , Bob Jernberg, served on the Cultural Diversity Board for several years and has now been replaced by Dr. Betty Myers, Principal at Robert Asp, to ensure district partnership with this community wide project continues.

23. Four district employees have served on the city of Moorhead's Human Rights committee.
24. Adult Basic Education has offered citizenship classes, work place literacy training for ESL adults and has collaborated with Early Childhood Family Education for an ESL "Partners in Learning" program.
25. Community Education sponsored a one week residency with poet Diego Vasques.
26. In partnership with Fargo and West Fargo Schools and the Learning Bank arts experiences were made available for all K – 6 students. Performances this year included: Chinese Acrobats, Japanese Folk Tales, Native American Hoop Dancer, Theater of the Deaf and Taiwanese Dancers.
27. Lincoln School was home to weekly after-school meetings of the Hispanic dance group.
28. Native American inspirational speaker Billy Mills spoke to students at Moorhead High School.
29. Efforts have been made to continue the multi-cultural mural project at Moorhead High School. This on-going project celebrates the contribution of ethnic groups that have roots in the Moorhead area. The first mural, entitled "Unity", shows the diversity of cultures that historically make up the Moorhead area. The second depicts the Native American culture in our area. The third mural, currently in process, celebrates Hispanic contributions. Extensive research has gone into the creation of these murals. There was 33% minority participation in the project. (Attachment E)
30. The dedication of the Native American mural included a program by Earl Bullhead, Native American singer and dancer, and cultural expert. It was attended by community members, art, language arts and Native American students. Approximately 100 were in attendance of which about half were representatives of minority groups.
31. The Senior High Environment Committee, which met during the 1997-98 school year, included administration, counselors, teachers, staff and student leaders. Eleven members of the committee represented ethnic minorities. The stated goals of the committee were: to develop a systemic program to enhance the school environment at Moorhead High, to understand and value differences of all kinds and the contribution each person brings to make Moorhead High special, and to focus on what we share in common.
32. The graduation content standard currently assessed in second year foreign language and/or world history classes is "Global Perspectives". This requires a student to demonstrate understanding of how race and culture may influence beliefs, actions and world view, how experiences may be interpreted differently, and analysis of issues from alternate viewpoints. Mythology and Humanities II explore history through diverse cultural traditions, literature and art. Culturally diverse contributions and perspectives are infused generally through the curriculum as well.
33. Continuous efforts are being made to recruit staff from culturally diverse backgrounds.
34. Janine Kabrinsky mural project based on "And Justice for All" at Moorhead Junior High School.
35. Junior and Senior High student field trip to Festival of Nations in St. Paul. Students of many languages and cultures experienced the dancing, food and cultural ways of the people from other countries who live in and around the Twin-City area.
36. Kevin Locke, a Native American hoop dancer, presented for eighth grade assembly.

37. On the last day of school, Kathleen Andrews invites local ethnic dancers to perform for her class and other interested students at Moorhead Junior High.
38. Armando Amaya spoke to ESL students about "Missed Opportunities" a motivational speech at Moorhead Junior High School.
39. Many staff members have been through the SEED (Seeking Educational Equity and Diversity) program which helps them gain an understanding and appreciation of all groups present in the local, national and global communities. There are several trained SEED facilitators in the district.
40. the district has an extensive world language program including FLES and is adding Spanish Language Immersion for fall of 1999. (Attachment F)

RMJ/vtr

Attachments

American Indian Curriculum – ICAC Report, February 1999

Limits/ Recommendations	Response	Timeline	Team	Resources
Tardiness, Truancy, Push-outs			HUGS, Head Start, Title I, Supt of Curriculum, Indian Ed & Homeless Liaisons, ABE, funding, RRALC, Truancy Intervention Team, parents	Time for planning curricula
American Indians are over-represented in special education and alternative programs.	Reduce by 50% Testing procedures reviewed. Alternative studied in place of test placement.	By 2001 Fall & Spring Each year	Parents, Special Education Director, Indian Education Liaison, YES program, RRALC	Time for planning funding
American Indian district curriculum is limited in scope and sequence.	Purchase state American Indian Education Curriculum for all schools and alternative schools.	Spring 1999	Parents, media staff, ICAC, Department Heads of various subjects, Indian Ed Liaison	Time for planning funding
American Indian culture and history is not consistently represented in pedagogy.	Goals 1, 7, & 8 of Indian Education resolutions staff development	Fall of 1999	Parents, ICAC, Subject Department Heads, Staff development committee, Indian Ed Liaison	Staff development time funding (people & text)
American Indian language is absent from classrooms	Development of American Indian language into the curriculum	by 2001	Language arts chairs, History chairs, parents, Indian Ed Liaison, Superintendent of Teaching & Learning	American Indian curriculum resources as needed
American Indian students' and families' participation is minimal to school/community opportunities.	Find models of goal setting, mentors that build positive relationships	Fall & Spring Each year	Director of Healthy Community Initiative, Activities Director, Art & Music Departments, Indian Ed Liaison, Community Ed	community resources as needed

MAY 28 1999

MEMO #: B99297

MEMO TO: DR. ANDERSON

FROM: ROBERT LACHER



DATE: MAY 29, 1999

SUBJECT: STORAGE BUILDING BID

Bids were opened at 2 00 pm on May 18, 1999.

COMPLETION DATE

Foltz Buildings Detroit Lakes, MN	N/B	
Four Rivers Construction Fargo, ND	N/B	
Gateway Building Systems Fargo, ND	\$148,770	October 1999
Retro Building Systems West Fargo, ND	\$132,900	120 Days
Budgets: \$50,000	School District	
\$30,000	Tri-Valley Migrant	

Suggested Resolution: Move to reject all bids.

TABULATION OF BIDS

STORAGE BUILDING
MAINTENANCE & TRANSPORTATION FACILITY
INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

FOSS ASSOCIATES
Architecture & Interiors
Moorhead, Minnesota

PROJECT NO. 9801.11

PROPOSALS DUE: May 18, 1999

Contractors	A d d e n d u m	S e c u r i t y	Substan- tial Com- pletion Date	Base Bid No. 1 All Work
Foltz Buildings Detroit Lakes, Minnesota				N/A
Four Rivers Construction Fargo, North Dakota				N/A
Gateway Building Systems Fargo, North Dakota	✓	5/0 B, ND	OCT 99	148,770 OCT. 99
Retro Building Systems West Fargo, North Dakota	✓	5/0 BND	120 DAYS	132,900 120 D.A/S

MEMO #: I-99-274

TO: Dr. Bruce Anderson

FROM: Bob Jernberg *1/4*

SUBJECT: Learning & Development Class Size Reduction Funding

DATE: June 4, 1999

As a part of recently passed legislation the funding for class size reduction increased Kindergarten weighting from .53 to .557 and first – third grades from 1.06 to 1.115. The legislation includes current instructor/student ratio language and does not require actual class size of 17:1.

The district budgeted \$602,000.00 in FY99 and maintained unspent reserve of \$375,941. The district will receive approximately \$901,000 for FY2000. The administration would suggest \$10,000.00 of additional funding be added to reserve and expenditures be increased to approximately \$893,000.00 for an increase of \$291,000. The recommended additional positions are as follows:

Grade K	.5 FTE	Elementary Avenue (approved by AOP)
Grade K	.5 FTE	Riverside (to be added if warranted by enrollment)
Grade 1	1 FTE	Edison
Grade 1	1 FTE	Riverside
Grade 1	1 FTE	Washington
Grade 1	1 FTE	Probstfield
Reading Recovery	.25 FTE	Edison
Reading Recovery	.25 FTE	Riverside
Reading Recovery	1 FTE	Washington
Reading Recovery	.5 FTE	Probstfield

Suggested Resolution: Move to approve the recommended positions utilizing learning and development reserve funding from Minnesota legislation for class size reduction.

RMJ/vtr

MEMO #: S-99-306

TO: School Board

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

RE: Additional Formal Agreement - Local Collaborative Time Study

DATE: May 8, 1999

It is my recommendation that you sign the Additional Formal Agreement related to the Local Collaborative Time Study. The agreement is for the 1999-2000 year only and thus allows time for any issues of concern to be addressed on an annual basis.

Suggested Resolution: Move to approve the Additional Formal Agreement - Local Collaborative Time Study as recommended by the administration and requested by the Clay County Administrator.

BRA:mdm
Attachment

VIJAY SETHI
County Administrator

Office Telephone: (218) 299-5002
Fax: (218) 299-5195

MAY 27 1999



May 27, 1999

Dr. Bruce Anderson
Superintendent
Moorhead Public Schools
810 4th Avenue South
Moorhead, MN 56560


Dear Dr. Anderson:

Thank you for the opportunity to appear before the Moorhead School Board on May 24, 1999 to review the District's participation in the Local Collaborative Time Study.

Attached please find the original for the "Additional Formal Agreement Local Collaborative Time Study", and a letter related to this agreement received from the Minnesota Department of Human Services, dated April 8, 1999. I will appreciate it if you will have the appropriate Moorhead School Board representative sign this agreement and return it to me.

If there are any questions in this regard, please do not hesitate to contact me.

Sincerely,


Vijay K. Sethi
County Administrator

enc.

VS:var

70 Clay County Courthouse
807 11th Street North
P.O. Box 280
Moorhead, Minnesota 56561-0280

An Equal Opportunity Employer
Printed on recycled paper

**ADDITIONAL FORMAL AGREEMENT
LOCAL COLLABORATIVE TIME STUDY**

1999-2000

Whereas, all participating parties are committed to supporting the Clay County Joint Powers Collaborative in its efforts to provide expanded prevention and early intervention services for children and families; and

Whereas, the Clay County Joint Powers Collaborative has an opportunity to access certain federal reimbursement dollars and therefore has agreed to participate in the Local Collaborative Time Study through the Minnesota Department of Human Services;

Now, therefore, each of the participating partners agree:

1. To provide or continue to provide case management services designed to help families and children access health or health related services or provide case management services for children at risk of foster care and their families.
2. To participate in the Local Collaborative Time Study under all terms and conditions agreed to in the contract between the Minnesota Department of Human Services and Clay County Social Services on behalf of the Clay County Joint Powers Collaborative.
3. To maintain and supply all necessary documentation to meet the reporting requirements of the Local Collaborative Time Study.
4. All revenues earned through the Local Collaborative Time Study shall be placed in the integrated fund of the Clay County Joint Powers Collaborative to be used by the Collaborative to expand prevention and early intervention services for children and families.



Clay County Board of Commissioners

Moorhead School District

Dilworth-Glyndon-Felton School District

Barnesville School District

Hawley School District

Ulen-Hitterdal School District

Department of Corrections

Clay County Public Health

MEMO #: S-99-307

TO: School Board

FROM: Dr. Bruce R. Anderson, Supt.

RE: Assistant Superintendent - System Support

BRA

DATE: June 9, 1999

The interview process for the position of Assistant Superintendent - System Support has been completed and it is a pleasure to recommend Ms. Beth Astrup for the position.

Two full interviews were held with the two finalists. The first interview included representatives from the community, principals, teachers, classified staff, supervisors, and the School Board. The second interview consisted of representatives from the leadership team.

Illustrative observations of Beth's strengths were as follows:

- * Mission driven with focus on learners.
- * Very knowledgeable about school finance and planning systems.
- * Optimistic.
- * Fiscal conservative.
- * Wants to be on cutting edge if it "will help our kids."
- * Intelligent.
- * Demonstrates confidence.
- * Communication and presentation skills.
- * Life-long learner - in graduate program in "Educational Leadership."
- * Team player.
- * Committed to Moorhead and long time service.
- * Prepared.
- * Creative problem solver.

Suggested Resolution: Move to approve Beth Astrup as the Assistant Superintendent - System Support, effective July 1, 1999 at a salary of \$78,846 as reflected on E82, Step 5 of the Moorhead Administrators' Association Agreement.

BRA:mdm

INDEPENDENT SCHOOL DISTRICT #152

School Board Meeting
Board Room - Townsite Centre
810 Fourth Avenue South

June 28, 1999

7:00 p.m.

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

ATTENDANCE:

Jim Cummings _____	James Hewitt _____
Stacey Foss _____	Carol A. Ladwig _____
Mark Gustafson _____	Kristine Thompson _____
Anton B. Hastad _____	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"
- E. Matters Presented by Citizens/Other Communications
(Non-Agenda Items)

SCHOOL BOARD AGENDA - June 28, 1999
PAGE 2

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 6
- (2) Approval of Grant Application - Pages 7-13
- (3) Acceptance of Grant - Page 14

B. BUSINESS AFFAIRS - Lacher

C. PERSONNEL MATTERS - Jernberg/Lacher

- (1) Approval of Change in Contract - Page 15
- (2) Approval of New Employees - Page 16
- (3) Acceptance of Resignations - Page 17
- (4) Approval of Rehire - Page 18
- (5) Approval of Termination of Probationary Staff - Page 19

D. ADMINISTRATIVE MATTERS - Anderson

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

Moved by _____ Seconded by _____

Comments _____

3. COMMITTEE REPORTS

4. POLICY APPROVAL: Anderson

Pages 20-22

Suggested Resolution: Move to approve the policy, Student Activity Fees (IGDE) as presented.

SCHOOL BOARD AGENDA - June 28, 1999

PAGE 3

Moved by _____ Seconded by _____
Comments _____

5. **ASSISTANT PRINCIPAL POSITION:** Anderson
Pages 23

Suggested Resolution: Move to employ Mr. Steve Morben as the Moorhead Junior High School Assistant Principal effective July 1, 1999 at a salary of \$60,062 (Step 7 of the 1999-2000 Principals' Salary Schedule) and in accordance with the agreement as outlined in Attachment A.

Moved by _____ Seconded by _____
Comments _____

6. **ALTERNATIVE EDUCATION PLANNING TASK FORCE:** Jernberg
Pages 24-25

Suggested Resolution: Move to approve the charge statement and membership for the Alternative Education Task Force as presented.

Moved by _____ Seconded by _____
Comments _____

7. **STAFF DEVELOPMENT REPORT:** Jernberg
Pages 26-35

Suggested Resolution: Move to accept the 1998-99 Staff Development Report as presented and direct administration to forward a copy to the Minnesota Department of Children, Families and Learning.

Moved by _____ Seconded by _____
Comments _____

SCHOOL BOARD AGENDA - June 28, 1999

PAGE 4

8. IOWA BASIC SKILLS TESTING DATE: Anderson

Pages 36-37

Suggested Resolution: Move to change the previous established testing dates from March 20-24, 2000 to November 1-5, 1999.

Moved by _____ Seconded by _____
Comments _____

9. CLOSE PUBLIC MEETING: Foss

Suggested Resolution: Move to close the public meeting at _____ p.m., pursuant to M.S. 471.705 for the purpose of discussing negotiations strategies.

Moved by _____ Seconded by _____
Comments _____

10. OPEN PUBLIC MEETING: Foss

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

Moved by _____ Seconded by _____
Comments _____

11. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

12. ADJOURNMENT

SCHOOL BOARD AGENDA - June 28, 1999**PAGE 5****CALENDAR OF EVENTS**


<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Detention Center/ Shelter Care	Ongoing	Ongoing	Reg. Juv. Center
Outreach	Ongoing	Ongoing	Mhd. Sports Center
ECFE	TBD	TBD	Lincoln
Kindergarten Readiness	TBD	TBD	Lincoln
Jump Start (K, 1, 2)	TBD	TBD	TBD
Summer Band	6/7-7/2	Varies	Asp
Driver's Ed. Classes	6/7-7/18	7:30-10:30 am 11-2	MSH
Jr. High Summer School (Grades 7, 8 and 9)	6/8-7/2	7:30-9:55 am 10:05-12:30	MJH
Migrant School	6/11-7/30	8-5 pm	Probstfield
Beginnings	6/14-7/1	9-11:30 am	Lincoln
ESY - Spec. Ed.	6/15-7/29	8-10 am	Edison
	T,W,Th	10-12	Asp
		8-12	MSH
Excel Summer Programs	6/16-7/1	8-10 am	K-3 Edison
Session 1		10-12:15	4-6 Asp
Session 2	7/6-7/23	8-10 am	K-3 Edison
		10-12:15	4-6 Asp
Basic Skills Test Prep. Classes	July 6-29	8-11 am	MJH
School Board	July 12	7 pm	Townsite
School Board	July 26	7 pm	Townsite
Reading Basic Skills Test	July 27	9 am	MJH
Math Basic Skills Test	July 28	9 am	MJH
Writing Basic Skills Test	July 29	9 am	MJH
School Board	August 9	7 pm	Townsite
Summer Orchestra	8/16-8/20	Varies	MSH
School Board	August 23	7 pm	Townsite

MEMO #: I-99-296
TO: Dr. Bruce Anderson
FROM: Bob Jernberg *[Signature]*
SUBJECT: Gift Acceptance
DATE: June 21, 1999

This district has received a gift in the amount of \$817.81 from Probstfield Advisory Council for field trips and theater performances attended by Probstfield students.

Suggested Resolution: Move to accept the gift of \$817.81 from Probstfield Advisory Council.

RMJ/vtr

MEMO #: I-99-303
TO: Dr. Bruce Anderson
FROM: Bob Jernberg 
SUBJECT: Migrant Education Grant Proposal
DATE: June 22, 1999

Attached is the 1999-2000 application for the Migrant Education Project Grant to the Minnesota Department of Children, Families & Learning requesting \$37,783.

Funding will be utilized to continue the district's utilization of 1.75 FTE outreach workers (home-school liaisons) to provide services to children and families on a referral basis. The grant will allow home-school liaisons to continue assisting in communication and support for migrant families and their children.

Suggested Resolution: Move to approve the submission of the Migrant Education grant application as presented.

RMJ/vtr
Attachment

	Migrant Education 1500 Highway 36 West Roseville, MN 55113-4266	MIGRANT EDUCATION PROJECT GRANT APPLICATION	ED-02082-06

GENERAL INFORMATION AND INSTRUCTIONS: The information requested on this application is necessary for processing the application under the requirements of Title I, Public Law 103-382, Part C. Refer to accompanying instructions when completing this application. All financial information must relate to CFDA number 84.011A. For federal audit purposes, use CFDA Number 84.011A for financial recordkeeping. Please provide all information requested and return the completed application to the above address.

SCHOOL YEAR
1999 - 2000

IDENTIFICATION INFORMATION

Fiscal Agent Moorhead Public Schools		For District(s): # _____, # _____, # _____, # _____	
District Name Independent School District		District Number 152	County Clay
LEA Representative Robert Jernberg	Title Asst. Supt. Tch & Lrn		Telephone Number (218) 299-6258
Address 810 4th Ave. South	City Moorhead	State MN	Zip Code 56560
Name of Contact Person Patricia King	Title Compensatory Program Mgr		Telephone Number (218) 299-6257
Address 810 4th Ave South	City Moorhead	State MN	Zip Code 56560
			FAX Number (218) 233-1610

APPLICATION INFORMATION SUMMARY

CHECK ONE:	FUNDS REQUESTED	PROJECT DURATION	NUMBER SERVED
<input checked="" type="checkbox"/> Initial Application	Initial: \$ 37,783	Beginning Date of Project: August 23, 1999	80 days or less _____
<input type="checkbox"/> Addendum to Project Application	Addendum: \$ _____	Ending Date of Project: May 26, 2000	More than 80 days _____

LOCAL BOARD OF EDUCATION ACTION

The Local Board of Education of this school district, at a meeting held on June 28, 1999, authorized the undersigned to act as the LEA Representative in filing an application for funds as provided under Title I, Public Law 103-382 for the fiscal year 1999. The LEA Representative will ensure that the school district maintains compliance with the appropriate Federal Statutes, Regulations, and State procedures currently in effect and will act as the responsible authority in all matters relating to the administration of this application. At that same meeting, Patricia King was also approved as Contact Person.

Robert M. Jernberg
Signature of LEA Representative

6/28/99
Date

DO NOT WRITE IN SPACES BELOW

MINNESOTA DEPARTMENT OF CHILDREN, FAMILIES & LEARNING INFORMATION

Total Amount Approved: \$	County/District Number:	Fiscal Year: 19 ____
Signature - MDCFL Responsible Authority	Final Approval Signature	Date Approved
MDCFL Comments:		

(Refer to accompanying instructions)

3. Describe how the proposed activities will be coordinated with other services, such as Title I, LEP, AOM, Special Education and mainstream curriculum:

Student referrals will be made to the liaisons by staff working with the identified programs. The addition of the Title VI funds to hire an additional liaison will have a much greater impact on the lives of the families. The liaisons will be supervised by the program director according to the Migrant Education Program guidelines. School staff including teachers, counselors and principals will assist the Liaisons in coordination of services for the migrant families.

The addition of the third liaison will allow for more referrals from staff. It is often difficult for staff to refer families/students to the Migrant Program for various reasons. This will allow referrals of all students/families to the liaisons. The Liaisons can then determine the status of a student/family and serve them appropriately.

Title I funds will be available for staff interested in attending conferences.

4. Describe briefly how migrant parents will be involved in the educational program and in the implementation of the activities funded by this grant.

The Migrant Parent Advisory Council meetings will be coordinated by the Lead Liaison. A minimum of two Migrant Parent meetings will be held during the 1999-2000 school year. The meetings will provide an opportunity for parents to have input regarding student & family needs in relation to educational opportunities. All Migrant families will be invited and encouraged to attend the meetings. Meetings and materials will be in both English and Spanish.

Additional funds are requested this year in order to translate school information in Spanish.

3. Describe how the proposed activities will be coordinated with other services, such as Title I, LEP, AOM, Special Education and mainstream curriculum:

Student referrals will be made to the liaisons by staff working with the identified programs. The addition of the Title VI funds to hire an additional liaison will have a much greater impact on the lives of the families. The liaisons will be supervised by the program director according to the Migrant Education Program guidelines. School staff including teachers, counselors and principals will assist the Liaisons in coordination of services for the migrant families.

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Additional funds are requested this year in order to translate school information in Spanish.

BUDGET BREAKDOWN - SALARIED PERSONNEL BY ACCOUNT

ED-02082-06
Page 4

In the table below, provide the requested information for all salaried Migrant Project personnel. Do NOT include contracted personnel! In column 3, enter the hourly rate if the position is less than full day. Enter the daily rate (column 5) if the position is full day. The total of all salaries of this page should equal the total of all salaries of your Proposed Migrant Project Budget.

1	2	3	4	5	6	7
UFARS OBJECT CODE	POSITION TITLE	HOURLY RATE	HOURS PER DAY	DAILY RATE	NUMBER OF DAYS	SALARY
141	1 FTE Home School Liaison	\$12.49	8	\$99.92	180	\$17,985.60
141	.75 FTE Liaison	9.92	6	59.54	180	10,717.92
Total Salaries of Migrant Project Personnel						\$

	DATE	NUMBER OF PARTICIPANTS	STIPEND		AIR FARE OR MILEAGE	EST MILES	LODGING	MEALS	OTHER	AMOUNT
			DAYS	RATE						
INSERVICE	99-00	2		\$		532	\$150.00	\$ 75.00	\$	\$275.00
TOTAL IN-SERVICE										

ATTENDANCE SERVICES	NAME		ESTIMATED MILES	MILEAGE RATE	OTHER EXPENSES	AMOUNT
	Data Entry Clerk:			\$	(phone)	\$
	Outreach Worker:		5000.00	.31	800.00	2350.00
	TOTAL ATTENDANCE SERVICES					\$ 2350.00

INSTRUCTIONAL SUPPLIES	If nonconsumable instructional materials are to be purchased, attach a list of the proposed items and estimated cost.	AMOUNT
		TOTAL INSTRUCTIONAL SUPPLIES \$ 500.00

STUDENT ACTIVITIES	DESCRIPTION	AMOUNT
	Field Trips	\$
	TOTAL STUDENT ACTIVITIES	\$

COMMUNITY SERVICES & PARENT ACTIVITIES	DESCRIPTION		AMOUNT
	Parent meetings		\$ 300.00
	Translation services		500.00
	TOTAL COMMUNITY SERVICES AND PAC		\$ 800.00

MIGRANT PROJECT BUDGET SUMMARY

All budget data provided below MUST relate to UFARS Finance Dimension Code 404. Fill in the Object Code summary information from the Budget Breakdown page as indicated. Use series "indicator" lines only if the specific code is not identified. Adjustments to coding AFTER this application is approved can only be made by submitting a formal amendment. The appropriate program code for internal bookkeeping is 216.

UFARS OBJECT CODE	EXPENDITURE ITEM	ORIGINAL BUDGET	CHANGE	AMENDED BUDGET
110	Executive Managerial			
140	Licensed Instructional			
141	Non-licensed Instructional	28,703.00		
143	Licensed Support			
144	Non-licensed Support			
145	Substitute Licensed Instruction			
170	Clerical/Non-instruction Staff			
185	Extended Time			
Other 100	Salaries			
200	Fringe Benefits (all)	4,990.00		
270	Workman's Compensation			
305	Fees for Service/Consulting			
330	Utility Services (phone)	800.00		
350	Repairs/Maintenance			
360	Pupil Transportation			
366	Instate Travel Expense / district	1,990.00		
368	Out of State Travel Expense			
370	Leases/Rents			
Other 300	Purchased Services			
430/433	Instructional Materials	500.00		
460	Textbooks			
Other 400	Supplies/Materials			
490	Food			
495	Milk			
800	Other Miscellaneous (parent, etc.)	800.00		
	SUBTOTAL			
895	Indirect Cost			
500	Capital Expenditures			
555	Technology Equipment			
	GRAND TOTAL	37,783.00		

**STATEMENT OF ASSURANCES
AND CERTIFICATION**

ED-02082-06

Page 6

As an applicant agency for federal Title I, Part C Migrant Education funds, this agency assures that its policies, procedures and services are in compliance with all applicable sections of Title I of the Improving America's Schools Act, Public Law 103-382 and all other applicable federal laws and regulations.

I certify that, to the best of my belief and knowledge, the information contained in this application is correct and complete and that the applicant agency has authorized me, as its representative, to give the above assurances and to file this statement.

Authorized Signature

Position

Date

MEMO #: I-99-298
TO: Dr. Bruce Anderson
FROM: Bob Jernberg *RJ*
SUBJECT: Grant Acceptance
DATE: June 21, 1999

This district has received approval of the Title I Delinquent Education program grant in the amount of \$35,000.00 for use in the 1999-2000 school year.

Suggested Resolution: Move to accept the \$35,000.00 Title I Delinquent Education grant for use in the 1999-2000 school year.

RMJ/vtr

MEMORANDUM P 99.217

TO: Dr. Anderson
FROM: Robert Jernberg *RJ*
DATE: June 22, 1999
SUBJECT: Change in Contract

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

Jacki Karch	Senior Citizen Coordinator to School Social Worker, BA +15 (7) \$27,120, effective for the 1999-2000 school year. (Replace Gerald Koenig)
Nadine Butts	Social Teacher, Junior High, to Guidance Counselor, Junior High. (Replace Deb DeMinck)
Tony Kunka	Social Studies Teacher, Junior High, from .286 FTE to full time, BA (7) \$25,962.00. (Replace Nadine Butts)
Terri Lura	Music Teacher, Robert Asp, .79 FTE to full time, MA+45 (12) \$41,385.00. (Due to Melody Bober change)

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

RJ:sh

MEMORANDUM

P 99.216

TO: Dr. Bruce Anderson

FROM: Robert Jernberg *RJ*

DATE: June 22, 1999

SUBJECT: New Employees

The administration requests approval of the employment of the following persons subject to satisfactory completion of federal, state, and school district statutes and requirements:

Carol Anderson	Speech Language Pathologist, District, MA+15(10) \$35,564.00, effective for the 1999-2000 school year. (Replace Sarah King)
Kathi Salvevold	Business Teacher, Senior High, BA (0-6) \$25,000.00, effective for the 1999-2000 school year. (Replace Arlin Prochnow)
Sara Stone	SLD/EBD Teacher, Probstfield, BA (0-6) \$25,000.00, effective for the 1999-2000 school year. (Replace Sharon Grossman)
Bradley Hawkins	Work Experienced Teacher, RRLC, BA+15 (10) \$30,106.00, effective for the 1999-2000 school year. (New Position)
Erin Gillett	First Grade Teacher, Washington, MA (0-6) \$29,5000.00, effective for the 1999-2000 school year. (New money)
Kim Bushaw	Early Childhood Program Manager, Supervisor contract, C44(3) \$ 40,485.82, effective for the 1999-2000 school year. (Replace Lauri Winterfeldt-Shanks)

Suggested Resolution: Move to approve the employments as presented.

RJ:sdh

MEMORANDUM

P 99.215

TO: Dr. Bruce Anderson

FROM: Robert Jernberg *RJ*

DATE: June 22, 1999

SUBJECT: Resignations

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

Travis Barringer	Fourth Grade Teacher, Probstfield, effective immediately.
Jennifer Barringer	Sixth Grade Teacher, Robert Asp, effective immediately.
Kalan Malchow	Social Studies Teacher, Senior High, effective immediately.
Tammy Keenan	LD Paraprofessional, Robert Asp, effective immediately.
Julie Duden	MMMI Paraprofessional, Probstfield, effective immediately.

Suggested Resolution: Move to accept the resignations as presented.

RJ:sh

MEMORANDUM

P 99.218

TO: Dr. Bruce Anderson

FROM: Robert Jernberg *RJ*

DATE: June 22, 1999

SUBJECT: Rehire

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

Anita Huseby Grade 3 Teacher, Washington, from .50 FTE to full time, MA (6.5)
\$30,048.00, effective for the 1999-2000 school year.
(Replace Jan Kapitan)

Suggested Resolution: Move to accept the rehire as presented.

RJ:sh

MEMORANDUM P 99.219

TO: Dr. Bruce Anderson

FROM: Robert Jernberg *RJ*

DATE: June 22, 1999

SUBJECT: Termination of Probationary Paraprofessional

The administration requests approval of the termination of the following paraprofessionals:

Christine Bakir Paraprofessional, Probstfield, effective immediately.

Jean Beaupre Paraprofessional, Riverside, effective immediately.

Suggested Resolution: Move to approve the termination of the probationary staff.

RJ:sdh

MEMO #: S-99-322

TO: School Board

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

RE: Policy Approval

DATE: June 23, 1999

Attached please find the policy, Student Activity Fees (IGDE), as revised to coincide with recent Board action.

The only suggested policy change is the fees which we approved at the last meeting. Thus, it would seem appropriate to take action at the first meeting rather than at the second meeting which is the customary process.

Suggested Resolution: Move to approve the policy, Student Activity Fees (IGDE), as presented.

BRA:mdm
Attachment

POLICY OF THE SCHOOL BOARD, MOORHEAD, MN

DISTRICT CODE: IGDE

DATE ADOPTED: 07/12/83

REVIEWED/REVISED: 08/14/95

REVISED: 06/28/99

STUDENT ACTIVITY FEES

I. PROCEDURES

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

8. If students who provide their own musical instruments are requested to switch to a school-owned instrument to obtain a balance in instrumentation, no fee will be required.

9. A family cap shall limit the total activity fee to no more than \$200 for any family. Activity fees for an individual shall be capped at \$80 per individual.

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

<u>Senior High Activities</u>	<u>Fee</u>	<u>Junior High Activities</u>	<u>Fee</u>
Baseball	\$40	Basketball	\$25
Basketball	\$40	Cross Country	\$25
Cross Country	\$40	Football	\$25
Football	\$40	Golf	\$25
Golf	\$40	Gymnastics	\$25
Gymnastics	\$40	Volleyball	\$25
Hockey	\$40	Wrestling	\$25
Soccer	\$40	Track	\$25
Softball	\$40	Tennis	\$25
Swimming	\$40		
Tennis	\$40		
Track	\$40		
Volleyball	\$40		
Wrestling	\$40		
Debate	\$40		
Speech	\$40		
Cheerleading (per season)	\$20		
Danceline (per season)	\$20		
Knowledge Bowl (per season)	\$20		
*Band/Orchestra Rental (per semester)	\$20	*Band/Orchestra Rental (per semester)	\$20

* Rental covered under policy DFD, Rental of Music Instruments

Reviewed/Revised: 12/90
08/14/95
Revised: 06/28/99

MEMO #: S-99-317

TO: School Board

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

RE: Assistant Principal Recommendation

DATE: June 21, 1999


It is a pleasure to recommend Mr. Steve Morben as the Moorhead Junior High Assistant Principal effective July 1, 1999.

Mr. Morben has been a very successful teacher in Moorhead Schools and has performed effectively as the director of the secondary summer school program.

A broad-based interview committee observed the conceptual, technical and human skills demonstrated by Steve that will hopefully lead to a successful experience as the assistant principal.

Suggested Resolution: Move to employ Mr. Steve Morben as the Moorhead Junior High School Assistant Principal effective July 1, 1999 at a salary of \$60,062 (Step 7 of the 1999-2000 Principals' Salary Schedule) and in accordance with the agreement as outlined in Attachment A.

BRA:mdm

MEMO #: I-99-297
TO: Dr. Bruce Anderson
FROM: Bob Jernberg 
SUBJECT: Alternative Education Planning Task Force
DATE: June 21, 1999

Attached is the charge statement for the proposed Alternative Education Program Task Force which will be reviewed with the board.

Suggested Resolution: Move to approve the charge statement and membership for the Alternative Education Task Force as presented.

RMJ/vtr
Attachment

CHARGE STATEMENT

TASK FORCE TITLE: **Alternative Education Planning Task Force**

MEMBERS:

Jim Cummings (School Board), Stacey Foss (Alt.- School Board), Lynne Kovash (chair), Beth Astrup (Central Office Team), Betty Myers, Gene Boyle, Colleen Tupper (principals), Pat King (Mgr. – Compensatory Programs), Deb Pender (Mgr. – Alternative Programs), Orv Kaste (Property Services), Mary Broberg (Alternative Ed Teacher), Anna Amaya (Alternative Ed Parent), Stacy Kray (Corrections), Carol Beckstrom (Human Services), Morris Kelsven (community members), Sarah King (Mgr. – Educational Programs), Bea Salverstein (parents)

PURPOSE:

The task force will review program needs, enrollment trends, facilities, state statutes, and recommend a facilities plan for the five year period 2001-2006.

PRODUCT:

Recommendation with an accompanying document which reviews the committee's five year facilities options for the Red River Area Learning Center.

SCOPE OF RESPONSIBILITY:

This task force will be an advisory group that will gather information related to alternative education and will prepare a recommendation related to facilities for review by the district's Facility Review Committee and action by the School Board.

LEVEL OF AUTHORITY:

This is a recommending body with the School Board making final decisions.

COMMUNICATION:

Minutes of each meeting will be disbursed to task force representatives and the superintendent to share with their respective groups.

TIMELINE:

Recommendation due the the School Board by June of 2000.

RESOURCES AVAILABLE:

Task force will utilize data from district profiles, MN Department of Children, Families & Learning, and other alternative learning centers. The task force will request Central Office funding to receive estimates for leasing, remodeling, and/or construction, and for visitation of other sites as needed.

MEMO #: I-99-299
TO: Dr. Bruce Anderson
FROM: Bob Jernberg *RJ*
SUBJECT: Staff Development Report
DATE: June 22, 1999

Attached is a copy of the staff development report for 1998-99. Dan Markert will review the report with the board. This report needs board approval and submission to the Minnesota Department of Children, Families, & Learning.

Suggested Resolution: Move to accept the 1998-99 staff development as presented and direct administration to forward a copy to the Minnesota Department of Children, Families & Learning.

RMJ/vtr
Attachment

District
Staff Development
Report
1998-99

Instruction and Curriculum
Advisory Committee

May 20, 1999

Bob Jernberg
Assistant Superintendent for Teaching & Learning

District Staff Development Program

1. History

The district staff development program has been in place for eleven years. The need to support all employees as they grow personally and professionally has been the driving force of this program. The district supports an emphasis on staff development at the district, building, and individual level. Each building has a staff development plan.

The mission of professional development is to prepare and support educators to help all students achieve high standards of learning and development.

Staff development is an integral part of mandated programs such as: Employee Right to Know; Health & Safety in the Workplace; Data Privacy; Graduation Standards Implementation. Staff training is essential in areas of Technology Application, Crisis Prevention Intervention, Instructional Strategies, Mentoring, and Training the Trainers.

Staff development money is allocated to the building sites by FTE (Full Time Equivalency). The staff development budget is divided as follows: 50% to building sites, 25% to incentive grants, and 25% at district level. (This includes professional development for support staff, administration, technology at central office, and 50% of the staff development coordinator position.)

2. Staff Involvement in Program

This program includes **ALL** District 152 employees.

The program is governed by a 24- member committee including:

- 2 teachers from each building
- 1 teacher Early Childhood/Special Education
- 1 representative - Community Education
- 2 representatives - Support Services (Secretaries, Paraprofessionals, Custodial)
- 1 Principal - Elementary
- 1 Principal - Secondary
- Graduation Standards Coordinator
- Ass't. Superintendent for Teaching & Learning
- Director of Information Systems and Instructional Support

Another component of the district staff development program is mentoring. Moorhead Public Schools is one of seven pilot sites participating in a two-year MN Board of Teaching First-Year Mentorship program. Moorhead had eleven first-year teachers with two mentors at their sites: one classroom teacher and one specialist— a special education teacher, counselor, or a teacher of the gifted & talented. We have partnered with Moorhead State University for this program.

Incentive Grants were awarded through the district staff development program. The focus areas of Minnesota Graduation Standards in the classroom were used as criteria for consideration of funding. In addition, 1998-99 marked the start of a new technology training program. The classes were offered FREE of charge for all employees. Over 300 staff members completed at least nine hours of technical training.

Our school sites have recommended that most professional development be school based and should involve teachers in a variety of job-embedded learning activities such as: collaborative discussions, study groups, peer coaching, action research, curriculum development and joint problem solving. Teachers form professional learning communities that lead to instructional improvement. Educators are working to align curriculum, instruction, and assessment practices with Minnesota Graduation Standards to work as an educational unit and not a collection of independent workers.

3. Staff Needs

The staff development program focuses on teachers as a central group of learners who need to be actively involved and encouraged to become articulate about what they have learned so they can share it. Recognizing that what we all want for students – a wide array of learning opportunities that engage students in experiencing, creating, and solving real problems, using their own experiences and working with others – is often overlooked for the teachers who provide this instruction. (An example is in the area of meeting the technology outcomes for the Minnesota Graduation Standards. It is evident that educators must have knowledge, skills and attitude about Learner Outcomes & Content Standards in place *before* they will be comfortable working with students to meet the standards. Thus organized staff development is a must.)

A successful staff development program is based upon training that is practical for classroom situations and enhances teaching skills which can be passed on to the learner. (Teacher learning is a result of complex interactions that allow for immediate application, experimentation and adaptation on the job.)

A successful staff development program is on-going and sustained not just a “one time” workshop. Moorhead’s district staff development strives to meet these needs. (Adult learning, like student learning, can take many forms and needs to be revisited with meaningful feedback encouraged.)

Periodically, the district and building sites collect staff needs surveys to help plan the training areas and the supporting activities. This year, need assessments were done in technology.

Other staff needs:preceding fall workshop, all new teachers to ISD 152 are invited to a 10-hour **New Staff Inservice** presented by the district staff development coordinator.

The agenda includes:

- Welcome to the District
- The First Day of School – classroom rules, procedures, effective & safe environments, hints for a smooth beginning
- Data Privacy
- Elements of Effective Instruction
- Classroom Visits & Feedback by the Staff Development Coordinator

During fall workshop one day is designated as the District Staff Development Day. All staff are welcomed back for the year and grade-level or department meetings are scheduled for all teachers on this day. Support staff are included in these meetings or have meetings or training on their own.

Two Building Staff Development Days were in this year's calendar and since site-based management has been a focus, each building site has managed its own staff training on Building Staff Development Days. Items covered were: Technology mini-sessions, Graduation Standards Workshops, Special Education Modification workshops, Team-Building, Crisis Prevention Intervention, and School-Wide Planning. We also had four early-release days—three in March and one in May – for training on implementation of Graduation Standards performance packages into curriculum.

4. Staff Results

Success of program is evident in the following results:

- Staff sign up for evening, weekend and/or summer workshop and class offerings.
- Staff request additional training in areas offered.
- Staff are observed “trying out” research-based ideas, activities, performance packages, etc. that they have gotten from attending a Staff Development workshop.
- Staff evaluations of workshops are reviewed and suggestions taken in mind for planning

All new teachers to District 152 are asked to assemble a *Professional Portfolio* documenting their first year in Moorhead. A workshop for compiling the material to showcase their year is held late in March with the district staff development coordinator, and portfolios are then used for

their Year End Review with their principal, for their Peer Review Project and/or for personal reflection and growth. This has been a growing experience for participants.

A staff development report must be compiled and submitted to the Minnesota Department of Children, Families & Learning each June to receive assurance of Minnesota Goals 2000 funding, Minnesota Graduation Standards funding, and Minnesota Staff Development funding.

5. Achievement of District Staff Development Objectives

The staff development program provides a vehicle for accessing current trends and research in instructional strategies, leadership, program evaluation and adult learning.

Effective Professional Development

- Focuses on educators as central to student learning
- Focuses on individual, collegial and organizational improvement
- Respects and nurtures the intellectual and leadership capabilities of teachers, principals, support staff, community members and students.
- Reflects best available research and practice in teaching, learning and leadership
- Promotes continuous inquiry and improvement embedded in the daily life of schools
- Requires substantial time and other resources
- Is driven by a coherent long-term plan
- Is evaluated and refined

The current staff development program provides a structure that allows teachers to identify instructional problems and control and apply the resources needed to solve them. The First-Year Mentoring Program provides such a vehicle.

Staff development is not a "frill" that can be cut during difficult financial times but rather an indispensable process without which schools cannot hope to prepare young people for citizenship and productive employment. (Employees need to feel supported and valued in their job to foster and in turn convey the same to the students they interact with.)

Planning for 1999-2000

1. Employ a program manager for staff development and training full time and share with this administrator input from the staff development committee, program staff, principals, and special education personnel regarding Vision, Leadership, and Specific Needs in the area of staff development.

2. Utilize the seven staff development models.

1. Expert-Presenter	Employees assemble to listen to an expert talk about a topic.	Development of employees' knowledge and understanding – Changing employees' attitudes
2. Clinical-Supervision	Supervisor, mentor, or coach identifies an employee's concerns and goals, collects observation data, reviews data with the employee	Development of employees' instructional skills and strategies – Development of employees' ability to reflect and make sound decisions
3. Skill-Training	Trainer presents theory underlying the skills, explains and models the skills. Employee practices skills and receives feedback, is coached to promote transfer of training.	Development of employees' skills and strategies. Develop ability to improve students' academic achievement. Develop ability to formulate and implement curriculum. Develop ability to reflect and make sound decisions.
4. Action-Research	Do research in their own work setting to answer their questions or test new ideas.	Changing attitudes. Develop the ability to engage in school restructuring.
5. Organization-Development	Helps employees diagnose strengths and weaknesses of their school or system, develop a plan of action, implement the plan, and evaluate its success.	Changing attitudes. Improve faculty's ability to develop and implement programs and procedures.
6. Change-Process	Helps employees make a decision to adopt a system wide innovation, put the innovation into action, and institutionalize it.	Develop the ability to engage in school restructuring.
7. Induction Process	Supervisors, trainers, and mentor/coaches provide staff orientation to policies, procedures and curriculum/job duties for new employees and district transfers.	Orientation to ensure new employees have the information needed to perform their job effectively. To ensure that district policies and procedures are followed. To aid in retention of new employees.

3. Utilize the staff development and training planning guide to assist district and building committees in planning staff development activities.

Moorhead Staff Development & Training Planning Guide

These questions attempt to gauge the depth of staff development planning for any program. Committees should utilize these questions early in their planning:

1. How will this improvement, change or program benefit students?
2. What staff development needs will be created by the improvement, change or program?
 - New Knowledge
 - New Skills
 - Changed Attitudes
3. Which staff members will be impacted by the improvement, change or program?
4. How much time will be needed for staff development?
 - Will staff willingly participate?
 - Will staff be sufficiently motivated to attend on their own time?
 - Are incentives needed to encourage participation?
 - Will any activities be required?
5. Has staff development been budgeted for?
 - Consultants and Expenses
 - Training Materials
 - Optional Days/Times
 - Stipends
 - Curriculum Rate
 - Hourly Rate
6. Is the improvement, change or program sufficiently powerful enough to produce the intended results?
 - Are goals and expectations realistic for planned staff development activities?
 - Are goals and expectations realistic for resources allocated?
7. Are effective models for staff development being planned?
 - Research based
 - Exemplary programs
8. Who will be responsible for staff development planning, implementation and evaluation? Who will ensure success?
 - District Committee
 - District Staff Development Office-Principal/Building Leadership
 - Program Administrator/Coordinator
 - Other
9. Besides staff development, what other subsystems of the system need attention?
 - Curriculum & Instruction
 - Assessment
 - Policies & Procedures
 - Facilities
 - Others

4. Staff Development Committee will develop and annually review the following:

A. Belief statements regarding staff development:

- **All staff** plays a role in contributing to the educational experiences of students. A comprehensive staff development plan must address the needs of all employees.
- **Personnel is a renewable resource.** Staff development which sustains this 'renewal' is an essential component of any effective district or school
- **Change is an opportunity for growth.** Staff members are more willing to take risks if their input is used to design and implement change.
- Staff development requires a **personal commitment** to professional growth, self-renewal and life-long learning.
- Staff development requires a long-term **commitment by staff, the Board and the community** to provide the resources needed to support a comprehensive staff development program.
- Staff development is a **continuous** process, which involves identifying needs, designing delivery models, implementing programs, evaluating input, and adjusting accordingly.
- Effective staff development planning involves the individuals it is intended to serve or impact.
- Effective staff development programs are research-based and proven in practice.
- Effective staff development utilizes appropriate **personal and professional incentives** for participation.

B. District standards regarding staff development

Context Standards

Effective high school, middle level and elementary school staff development:

- requires and fosters a norm of continuous improvement;
- requires strong leadership in order to obtain continuing support and to motivate all staff, school board members, parents and the community to be advocates for continuous improvement;
- is aligned with the school's and the district's strategic plan and is funded by a line item in the budget;
- provides adequate time during the work day for staff members to learn and work together to accomplish the school's mission and goals;
- is an innovation in itself that requires study of the change process.

Process Standards

Effective high school, middle level and elementary school staff development:

- provides knowledge, skills, and attitudes regarding organization development and systems thinking;
- is based on knowledge about human learning and development.
- provides for the three phases of the change process: initiation, implementation, and institutionalization;
- bases priorities on a careful analysis of disaggregated student data regarding goals for student learning;
- uses content that has proven value in increasing student learning and development.
- provides a framework for integrating innovations and relating those innovations to the mission of the organization;
- requires an evaluation process that is ongoing, includes multiple sources of information, and focuses on all levels of the organization;
- uses a variety of staff development approaches to accomplish the goals of improving instruction and student success;
- provides the follow up necessary to ensure improvement;
- requires staff members to learn and apply collaborative skills to conduct meetings, make shared decisions, solve problems and work collegially;
- requires knowledge and use of the stages of group development to build effective, productive, collegial teams.

Content

Effective high school, middle level and elementary school staff development:

- increases administrators' and teachers' understanding of how to provide school environments and instruction that are responsive to the developmental needs of students;
- facilitates the development and implementation of school and classroom-based management which maximize student learning;
- addresses diversity by providing awareness and training related to the knowledge, skills, and behaviors needed to ensure that an equitable and quality education is provided to all students;
- enables educators to provide challenging, developmentally appropriate curricula that engage students in integrative ways of thinking and learning;
- prepares teachers to use research-based teaching strategies appropriate to their instructional objectives and their students;
- prepares educators to demonstrate high expectations for student learning;
- facilitates staff collaboration with and support of families for improving student performance;
- prepares teachers to use various types of performance assessment in their classrooms.

Effective high school and middle level staff development:

- prepares educators to combine academic student learning goals with service to the community;
- increases administrators' and teachers' ability to provide guidance and advisement to adolescents.

Effective middle level staff development:

- increases staff knowledge and practice of interdisciplinary team organization and instruction.

5. An annual needs assessment will be conducted which includes needed mandated and goal oriented training at building and district levels to assist in guiding the Moorhead Public Schools staff development efforts.

MEMO #: I-99-304
TO: Dr. Bruce Anderson
FROM: Bob Jernberg *RJ*
SUBJECT: 1999-2000 School Calendar Revision
DATE: June 23, 1999

Due to the fact that the Minnesota Comprehensive Assessments and standardized testing using the Iowa Tests of Basic Skills have created an excessive amount of testing in late winter, the Testing Committee is requesting that the Iowa Tests of Basic Skills testing dates be moved from March 20-24, 2000 to November 1-5, 1999.

A revised calendar is attached.

Suggested Resolution: Move to approve the moving of established testing dates from March 20-24, 2000 to November 1-5, 1999 and the revision of the 1999-2000 school calendar.

RMJ/vtr
Attachment

MOORHEAD PUBLIC SCHOOLS

July 1999	August	September
1 2	2 3 4 5 6	1 2 3
5 6 7 8 9	9 10 11 12 13	(6) 7 8 9 10
12 13 14 15 16	16 17 18 19 20	13 14 15 16 17
19 20 21 22 23	23 24 <u>25 26</u> 27	20 21 22 23 24
26 27 28 29 30	<u>30 31</u>	27 28 29 30
October	November	December
1	1 2 3 4 5	1 2 3
4 5 6 7 8	8 (9)(10)(11)(12)	6 7 8 9 10
11 12 13 14 15	15 16 17 18 19	13 14 15 16 17
18 19 20 <u>21 22</u>	22 23 24 <u>25 26</u>	20 21 <u>22 23 24</u>
25 26 27 28 29	29 30	<u>27 28 29 30 31</u>
January 2000	February	March
<u>3 4</u> 5 6 7	1 2 3 4	1 2 3
10 11 12 13 14	7 8 9 10 11	6 7 8 9 10
<u>17</u> 18 19 20 21	14 15 16 17 18	13 14 15 16 17
24 25 26 27 28	<u>21</u> 22 23 24 25	20 21 22 23 24
31	28 29	27(28)(29)(30)(31)
April	May	June 2000
3 4 5 6 7	1 2 3 4 5	1 <u>2</u>
10 11 12 13 14	8 9 10 11 12	5 6 7 8 9
17 18 19 20 <u>21</u>	15 16 17 18 19	12 13 14 15 16
<u>24</u> 25 26 27 28	22 23 24 25 26	19 20 21 22 23
	<u>29</u> 30 31	26 27 28 29 30

- ☐ Teacher Workshops
☐ Vacation
 () P/T Conference
 — Teacher Comp. Day

Snow Make-Up:

February 21
 April 24
 June 2
 June 5 and beyond

Payroll Dates:

July 30, 1999
 August 31
 September 30
 October 29
 November 30
 December 21
 January 31, 2000
 February 29
 March 31
 April 28
 May 31
 June 30

1999-2000 SCHOOL CALENDAR

	<u>1999</u>	<u>2000 continued....</u>
Aug.	25,26,30,31 K-12 Teacher Workshops	Jan. 21 End of 2nd Quarter/Semester
Sept.	1 K-12 Classes Begin	26 Basic Standards Test (Writing)
	6 Labor Day	Feb. 1 & 3 Basic Standards Test (Reading, Math)
Oct.	21 & 22 MEA	21 President's Day Holiday
Nov.	1-5 ITBS Testing (Elem.)	Mar. 7,8,9 MN Comp. Assessment Tests
	3 End of 1st Quarter	14 & 15
	9 & 10 K- P/T Conferences (daytime)	24 End of 3rd Quarter
	11 K-12 P/T Conferences	28 K-P/T Day Conferences (day)
	(8-11,12-4,5-8:30)	29 K- P/T Day Conferences (day)
	12 K-12 P/T Confs. (7:30-11am)	30 K-12 P/T Conferences
	12 K-12 No School/Tch. Comp. (pm)	(8-11,12-4,5-8:30)
	25 & 26 Thanksgiving Holiday	31 K-12 P/T Confs. (7:30-11am)
Dec.	22 Winter Break Begins	31 K-12 No School/Tch. Comp. (pm)
	<u>2000</u>	April 21-24 Spring Break/No School
Jan.	4 Mandated Staff Dev. for	May 29 Memorial Day
	Employees Hired after 9/1/99	June 1 Last Day for Students
	5 K-12 Classes Resume	2 Last Day for K-12 Staff/Workshops
	17 Martin Luther King Jr. Day/	4 Graduation
	K-12 Staff Development Day	

INDEPENDENT SCHOOL DISTRICT #152

School Board Meeting
Board Room - Townsite Centre
810 Fourth Avenue South

July 19, 1999

7:00 p.m.

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

ATTENDANCE:

Jim Cummings _____	James Hewitt _____
Stacey Foss _____	Carol A. Ladwig _____
Mark Gustafson _____	Kristine Thompson _____
Anton B. Hastad _____	Bruce R. Anderson _____

AGENDA

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

2. **ORGANIZATION OF THE SCHOOL BOARD** - Foss

- A. MEETING DATE, TIME AND LOCATION

S.M. B. 05
Min
7.19.99

SCHOOL BOARD AGENDA - July 19, 1999

PAGE 2

Suggested Resolution: Move to set the regular meetings of the school board on the second and fourth Monday of each month at 7:00 p.m. in the Board Room of Townsite Centre or other specified locations.

Moved by _____ Seconded by _____
Comments _____

B. SCHOOL BOARD COMPENSATION

Suggested Resolution: Move to set the board member compensation rate at \$550 per year.

Moved by _____ Seconded by _____
Comments _____

C. COMMITTEE APPOINTMENTS

Pages 7-11

Suggested Resolution: Move to approve the committee appointments for the 1999-2000 school year.

Moved by _____ Seconded by _____
Comments _____

3. CONSENT AGENDA

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

SCHOOL BOARD AGENDA - July 19, 1999

PAGE 3

- A. TEACHING/LEARNING MATTERS - Kovash
 - (1) Approval of Tuition Fees - Pages 12-13
 - (2) Acceptance of Grants:
 - Community Education Literacy - Page 14
 - Title I Private Equity Services - Page 15
 - Carl Perkins Technology - Page 16
 - (3) Approval of 1999-2000 Minnesota Academic Excellence League Membership - Pages 17-19
 - (4) Approval of Revised Agreements:
 - Lakeland Mental Health Center, Inc. - Pages 20-23
 - Clay County Department of Social Services - Pages 24-27
 - (5) Acceptance of Gifts - Pages 28-30
- B. SYSTEM SUPPORT MATTERS - Astrup
 - (1) Approval of Resolution for Investment of Excess Funds - Pages 31-32
 - (2) Approval of Authorized Staff to Indicate Financial Transactions - Pages 33-34
 - (3) Approval of 1999-2000 Official Depositories - Page 35
 - (4) Approval of Resolution Authorizing Payment of Goods and Services - Pages 36-37
 - (5) Approval of Lease - Pages 38-39
- C. HUMAN RESOURCE MATTERS - Lacher
 - (1) Approval of New Employees - Page 40
 - (2) Approval of Change in Contract - Page 41
 - (3) Acceptance of Resignations - Page 42
 - (4) Approval of Family/Medical Leave - Page 43
- D. SUPERINTENDENT MATTERS - Anderson
 - (1) Approval of Official Newspaper - Page 44
 - (2) Approval of Legal Services - Page 45
 - (3) Approval of Minnesota School Boards Association Membership - Pages 46-48
 - (4) Approval of Lakes Country Service Cooperative Service Agreement - Pages 49-52
 - (5) Approval of Minnesota State High School League Membership - Pages 53-54
 - (6) Approval of June 14 and 28, 1999 Minutes - Pages 55-63
 - (7) Approval of July Claims

SCHOOL BOARD AGENDA - July 19, 1999
PAGE 4

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

Moved by _____ Seconded by _____
Comments _____

4. **COMMITTEE REPORTS**

5. **ELECTION RESOLUTION:** Anderson
Pages 64-65

Suggested Resolution: Move to approve the Resolution Establishing Dates for Filing Affidavits of Candidacy for the November school board election.

Moved by _____ Seconded by _____
Comments _____

6. **DISTRICT ACCOUNTANT POSITION:** Lacher
Page 66

Suggested Resolution: Move to approve the employment of Denice Sinner, District Accountant, C43 (6) \$37,503.72 Supervisor's Contract, effective August 16, 1999.

Moved by _____ Seconded by _____
Comments _____

7. **STORAGE BUILDING AT MAINTENANCE FACILITY SITE:** Lacher
Pages 67-68

Suggested Resolution: Move to reject all bids.

Moved by _____ Seconded by _____
Comments _____

SCHOOL BOARD AGENDA - July 19, 1999
PAGE 5

8. **BID AWARD OF 1999-2000 MILK AND BREAD BIDS:** Astrup

Pages: 69-72

Suggested Resolution: Move to approve the low bidders for the Milk and Bread bid to:
Cass Clay Creamery and Metz Baking Co.

Moved by _____ Seconded by _____
Comments _____

9. **PAPER BID AWARD:** Astrup

Page: 73

Suggested Resolution: Move to approve vendors meeting specifications.

Moved by _____ Seconded by _____
Comments _____

10. **OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD**

11. **ADJOURNMENT**

SCHOOL BOARD AGENDA - July 19, 1999**PAGE 6****CALENDAR OF EVENTS**

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Detention Center/ Shelter Care	Ongoing	Ongoing	Reg. Juv. Center
Outreach	Ongoing	Ongoing	Mhd. Sports Center
Migrant School	6/11-7/30	8-5 pm	Probstfield
ESY - Spec. Ed.	6/15-7/29	8-10 am	Edison
	T,W,Th	10-12	Asp
		8-12	MSH
Excel Summer Programs	7/6-7/23	8-10 am	K-3 Edison
Session 2		10-12:25	4-6 Asp
Basic Skills Test Prep. Classes	July 6-29	8-11 am	MJH
Reading Basic Skills Test	July 27	9 am	MJH
Math Basic Skills Test	July 28	9 am	MJH
Writing Basic Skills Test	July 29	9 am	MJH
School Board	August 9	7 pm	Townsite
Summer Orchestra	8/16-8/20	Varies	MSH
School Board	August 23	7 pm	Townsite
Back-to-School Night	August 25	5:30-7 pm	Asp
K-12 Workshops	Aug. 25, 26, 30, 31		District-wide
Back-to-School Night	August 30	6:30-8 pm	MJH
Back-to-School Night	August 30	5:30-6:30 pm	Edison
Back-to-School Night	August 30	5:30-7 pm	Probstfield
Back-to-School Night	August 30	7 pm	Junior Alt. RRALC
Back-to-School Night	August 31	7 pm	MSH
Back-to-School Night	August 31	7 pm	Senior Alt. RRALC
First Day of School	September 1		
Labor Day	September 6		
Back-to-School Night	September 16	7 pm	Riverside
Open House	September 20	6:30-7:30 pm	Washington

COMMITTEES OF MOORHEAD PUBLIC SCHOOLS
(including community involvement areas)

(REVISED 7/99)

DISTRICT-WIDE STANDING COMMITTEES: These committees are recognized by the School Board as having a defined purpose, are defined by law and/or Board policy, involve members of the community and school staff, meet on a regular basis during the school year, and include voting representatives of the School Board.

Responsibilities - review mission and formulate/affirm appropriate mission statement, record and communicate minutes of meetings, require regular membership rotation, develop an annual calendar submitted to the Superintendent for coordination of a district calendar, files a year-end report and/or makes a presentation to the School Board for the past year activities, district administrators or supervisors serve as ex-officio members.

<u>COMMITTEE NAME/PURPOSE</u>	<u>DEPT/NAME RESPONSIBLE</u>	<u>MEETING-DATE/TIME/LOCATION</u>	<u>BOARD LIAISON</u>
<u>Activities Council</u> - reviews and recommends extra- and co-curricular activity/academic policies and is knowledgeable of Minnesota High School League activities.	Teaching/Learning Hulbert	2nd Tu/mo.; 7am; Townsite (October-April)	
<u>Community Education Advisory Council</u> - evaluates and recommends programs that meet the community's needs.	Teaching/Learning Winterfeldt-Shanks	3rd Tu/mo.; 7pm; Townsite (excluding December)	
<u>District Student/Staff Assistance</u> - (DSSAC) reviews and recommends policies and activities related to student and staff prevention, post-vention and crisis issues involving chemical use, violence, grieving, and other related issues.	Teaching/Learning Sipe	3rd Mo/mo.; 3:30 pm; Townsite	
<u>Human Rights</u> - monitors textbook selection and works with human resources on the direction of multicultural, gender fair, and disability sensitive issues.	Human Resources Lacher	2nd We/mo.; 6:45 am; Townsite	
<u>Instruction & Curriculum Advisory</u> - (formerly PER) plans, evaluates and reports on district curriculum. (Two-year Term)	Teaching/Learning Kovash	3rd Th/mo.; 7am; Townsite	
<u>Long Range Planning (LRP)</u> - carries out strategic planning, evaluating and reporting of the District's Five Year Educational Plan.	Teaching/Learning Kovash	Four times a year; 3:45 pm; Townsite	

COMMUNITY COMMITTEES: These are committees that are not under the full jurisdiction of the school district and/or are shared with other entities and organizations. Representatives are appointed by the Board, administration or both as appropriate.

Responsibilities - serve as representative of the school district either in voting or non-voting capacity, share and communicate committee information to the appropriate people.

<u>COMMITTEE NAME/PURPOSE</u>	<u>DEPT/NAME RESPONSIBLE</u>	<u>MEETING-DATE/TIME/LOCATION</u>	<u>BOARD LIAISON</u>
<u>Clay County Public Health Advisory Com.</u> - advises, consults, and makes recommendations to the Board of Health regarding development, maintenance, funding and evaluation of services provided.	Clay County Lazette Chang-Yit, Dir.	1st Mo/mo.-Qtrly.	(Membership Expired 1/97)
<u>Clay County Joint Powers Collaborative Board (CCJPC)</u> - works in partnership with families and communities to enhance opportunities to improve child health and development, reduce barriers to adequate school performance, improve family functioning, enhance self esteem, and develop general employment skills.	Clay County Cynthia Sillers, Coord.	3rd We/mo.; 4pm; Courthouse (Aug/Nov/Feb/May)	Alt. -
<u>Interagency Early Intervention</u> - (IEIC) oversees the interagency provision of services to children identified with disabilities age birth to kindergarten entry.	Clay County Judy Lahlum, Director	2nd We/mo.; 12 pm; FSC	(Mandated)
<u>Joint Powers</u> - shares resources for special projects, cooperatively make recommendations to local boards and councils.	(Rotates between school districts & cities of of Mhd & Dilworth, Clay county & Mhd Township)	1st Th/mo.; 7 am; Courthouse	
<u>LCSC Representative Assembly</u> - receives LCSC Board minutes & agendas to distribute the information to the member school boards.	Lakes Country Serv. Coop. DuWayne Balken, Dir.	Monthly (LCSC Board, which may be attended)	
<u>Learning Bank</u> - functions as a clearinghouse for educational programs in F/M/WF to make the best use of community resources through sharing.	F-M Learning Bank Kaley Mari, Interim Dir.	Quarterly; 7am; Fargo Schools	

<u>COMMITTEE NAME/PURPOSE</u>	<u>DEPT/NAME RESPONSIBLE</u>	<u>MEETING-DATE/TIME/LOCATION</u>	<u>BOARD LIAISON</u>
<u>Policy Review</u> - reviews current policies and makes recommendation of new policies.	Superintendent Anderson	3rd Mo/mo.; 7pm; Townsite	

ADMINISTRATIVE COMMITTEES: These are committees recognized by the School Board as serving in an advisory capacity to the Board and administration, serves a specific area, program or segment of the district, involve members of the staff and others as needed, may meet for a specific purpose until it is completed, may or may not include an appointed board member, designee or liaison, and completes a written report.

Responsibilities - are to review the purpose/task for establishment of the committee, record and communicate minutes to appropriate people, and file a written report of activities when task completed.

<u>COMMITTEE NAME/PURPOSE</u>	<u>DEPT/NAME RESPONSIBLE</u>	<u>MEETING-DATE/TIME/LOCATION</u>	<u>BOARD LIAISON</u>
<u>Calendar</u> - develops and recommends fiscal-year district calendar.	Superintendent Anderson	January - March as needed.	(Not Required)
<u>Comprehensive Arts Planning Program</u> - provides art education for all K-12 students and the integration of the arts with one another by using the community's arts resources.	Teaching/Learning Judy Christofferson	Conference & workshop days and as necessary.	
<u>ComNet</u> - provides legislative updates.	Superintendent Anderson	-----	
<u>Continuing Education</u> - administers the process for certificate renewal of licensed staff.	Human Resources Lacher	2nd Tu/mo.; 7 am; Hwy Host (Nov-May)	
<u>ECFE Advisory Council</u> - advises and provides support in the operation of the Early Childhood Family Education and Kindergarten Readiness Programs.	Teaching/Learning Bushaw	2nd Th/mo.; 7 pm; Lincoln	
<u>Global Exchange</u> - increase understanding of interdependence of global community by students and staff.	Superintendent Paul Berggren	1st Tu/mo.; 3:45 pm; Townsite	
<u>Graduation Standards</u> - advises the ICAC committee regarding graduation standards, serves as review panel for standards placement in courses, approving performance package modifications, and review of implementation of graduation standards.	Teaching/Learning Lynne Kovash	1st Mo/mo.; 3:45 pm; Townsite (excluding March)	Not Required (Board Chair)

<u>COMMITTEE NAME/PURPOSE</u>	<u>DEPT/NAME RESPONSIBLE</u>	<u>MEETING-DATE/TIME/LOCATION</u>	<u>BOARD LIAISON</u>
<u>Indian Education/JOM Parent Committee</u> - reviews grants obtained, provides input how monies are disbursed, yearly Financial Report, and HSC Report.	Superintendent Chamberlain/Longie	3rd Th/mo.; 12 pm	
<u>Negotiations</u> - serves as liaison to other Board members during negotiation process.	Superintendent Anderson	-----	
<u>Sabbatical Leave</u> - receives, reviews and recommends sabbatical leaves for certified staff.	Human Resources Lacher	February - April as needed.	
<u>Safety Committee</u> - identifies and addresses safety issues related to students, staff and visitors.	System Support Bacon	2nd Th/mo.; 9:30 am; Townsite	(Not Required)
<u>Staff Development</u> - promotes professional and personal growth opportunities for all staff of ISD #152.	Human Resources Lacher	3rd Tu/mo.; 3:45 pm; Townsite	(Not Required)
<u>Superintendent's Advisory Council</u> - (SAC) provides opportunity for building PTACs to communicate and share ideas between themselves and with the superintendent.	Superintendent Anderson	3rd Th/mo.; 7 pm; Townsite	Members Rotate (Not Required)
<u>Technology</u> - assists in developing the long-range goals of implementing new technologies and maintaining current technologies throughout the district.	Teaching/Learning Markert	4th Tu/mo.; 3:45 pm; Townsite	
<u>Title I/Parent Involvement</u> - (This committee is in the process of being re-organized.)	Teaching/Learning Pat King	-----	
<u>Wellness</u> - assists in coordinating the implementation of a district-wide Wellness Program for staff. (Coordinates with DSSAC.)	Human Resources Lacher		

* = Does not serve in an advisory capacity to the school board.

COMMITTEE NAME/PURPOSE

Youth Advisory - (formerly Police Liaison) assists Youth Intervention Officer in policy development, budget preparation, program development, & allocation of officer's time between the city, county and school district.

DEPT/NAME RESPONSIBLE

Mhd Police Dept.
Det. David Miller

MEETING-DATE/TIME/LOCATION **BOARD LIAISON**

3rd Wed/mo.; 7am; LEC

BUILDING INFORMATION: The following is Parent/Teacher Advisory Council meeting and Adopt-a-School representative information.

SCHOOL BUILDING**PTAC PRESIDENT/PHONE #****MEETING-DATE/TIME/LOCATION** **BOARD LIAISON**

Thomas Edison

1st Mo/mo.; 7 pm; Library

Riverside

3rd Tues/mo; 7 pm; Library

Washington

3rd Mo/mo.; 6:30 pm; Library

Probstfield

3rd Mo/mo.; 3:30 pm; Library

Robert Asp

2nd Tues/mo.; 7 pm; Library

Moorhead Junior High

1st Th/mo.; 7 pm; Library

Moorhead Senior High

1st Mo/mo.; 7 pm; Library

MEMO #: I-00-014
TO: Dr. Bruce Anderson
FROM: Lynne Kovash *LK*
SUBJECT: Tuition Policy
DATE: July 12, 1999

Attached is revised policy JECB - Tuition Fees. Tuition rates have been adjusted based on calculated cost per pupil unit.

The tuition rates are listed on the attached policy.

Suggested Resolution: Move to accept Policy JECB - Tuition Fees as presented.

LAK/vtr
Attachment

POLICY OF THE SCHOOL BOARD
MOORHEAD, MN.
DISTRICT CODE: JECB
DATE ADOPTED: 09/13/88
REVISED: ~~08/10/98~~ 07/19/99

TUITION FEES

Tuition fees for full time students attending Moorhead Public Schools are as follows:

Kindergarten ~~\$2,200~~ 2,266

Elementary ~~\$4,400~~ 4,532

Secondary ~~\$5,670~~ 7,371

Special Education students and students attending under the Minnesota Attendance Options programs shall have financial arrangements based on state approved procedures.

Reviewed/Revised: 8/13/91
7/6/93
8/28/95
8/26/96
7/28/97
8/10/98
Revised 7/19/99

MEMO #: I-00-001
TO: Dr. Bruce Anderson
FROM: Lynne Kovash JK
SUBJECT: Grant Acceptance
DATE: July 1, 1999

This district has entered into an agreement to extend the grant with Clay County Social Services and Rural Minnesota CEP for Community Education to provide ESL classes to clients enrolled in their Functional Work Literacy Training. These agencies will reimburse the district for salary and fringe benefits. The program served 34 students during 1998-99. They attended 5067 hours of class. During the past year the majority of students were Kurdish.

Suggested Resolution: Move to accept the functional literacy grant for Community Education in the amount of \$74,365.00.

LAK/vtr

MEMO #: I-00-003
TO: Dr. Bruce Anderson
FROM: Lynne Kovash *LK*
SUBJECT: Private Equity Grant Acceptance
DATE: July 1, 1999

This district has received notification of the Title I Private Equity Services Grant Award in the amount of \$18,936.31 for 1999-2000. Funds will be used to defray the non-instructional costs of serving non-public students.

Suggested Resolution: Move to accept the Title I Private Equity Grant Award.

LAK/vtr

MEMO #: I-00-010
TO: Dr. Bruce Anderson
FROM: Lynne Kovash *LK*
SUBJECT: Carl Perkins Technology Grant Acceptance
DATE: July 12, 1999

This district has been awarded a \$6000.00 Carl Perkins Technology Preparation grant. The grant will be used to create a partnership with the Pixels 3D corporation that will foster growth and advanced opportunities for students and staff of the Moorhead Public Schools. Jim Lund and Jay Raymond will spend four days of intensive 3D and animation training at the Pixels studio in California. Upon return to Moorhead, the two will create units that begin to infuse their training into the graphics curriculum at Moorhead High School. The initial training would be followed by monthly on-line chat sessions with Pixels engineers.

LAK/vtr

MEMO #: I-00-002
TO: Dr. Bruce Anderson
FROM: Lynne Kovash JK
SUBJECT: Minnesota Academic Excellence Foundation Membership
DATE: July 1, 1999

Attached is a copy of the Academic Excellence League 1999-2000 Membership Application.

Suggested Resolution: Move to approve the Minnesota Academic Excellence League membership as presented.

LAK/vtr
Attachment



MINNESOTA
ACADEMIC
EXCELLENCE
FOUNDATION
A Public-Private Partnership

Academic Excellence League 1999-2000 Membership Application

Any legally defined school district may join the Academic Excellence League. A "district" is defined as any number of schools governed by a local school board. Nonpublic schools with a local board are included in this definition and may join as a district. (Please print) RETURN COMPLETED APPLICATION WITH CHECK TO: Minnesota Academic Excellence Foundation
1500 Highway 36 West Roseville, MN 55113-4266

Check one: ☐ New Application ☒ Renewal of 1998-1999 membership.

Name of Public/Private School Moorhead Public Schools District # 0152 County Clay

Address 810 - 4 Ave. S. City Moorhead Zip 56560 Phone (218) 299-6227

Name of contact or liaison to Academic League Lynne Kovash

Position/Title Ass't. Superintendent Address 810 - 4th Ave. S. Zip 56560

Phone (218) 299-6227 e-mail lkovash@sendit.nodak.edu Fax (218) 233-1610

Number of school Buildings for 1999-2000 7 Total projected enrollment for 1999-2000 5736

Circle grades served K - 1 - 2 - 3 - 4 - 5 - 6 - 7 - 8 - 9 - 10 - 11 - 12

Please attach a roster of school names, addresses, telephone numbers, grades and projected building enrollment for all buildings in your district.

☒ MEMBERSHIP FEE ENCLOSED - \$125 FOR 1999-2000 SCHOOL YEAR.

Make check payable to Minnesota Academic Excellence Foundation. Membership year is July 1, 1999 through June 30, 2000. Membership and services commence upon receipt of application and fee.

☐ COMMITMENT TO ACADEMIC EXCELLENCE - PLEASE COMPLETE THE FOLLOWING RESOLUTION:

WHEREAS

Name of district of private school _____

Believes that all students need and want to pursue academic excellence and seek opportunities to test themselves against their own accomplishments and those of their peers.

AND WHEREAS

The Minnesota Academic Excellence League exists to encourage and support schools where academic excellence is visibly valued, recognized and rewarded.

BE IT RESOLVED THAT

Name of district of private school _____

Becomes a member of the Minnesota Academic Excellence League, joining other Minnesota schools and communities in a commitment to provide all students with intellectually and socially challenging activities and to increasingly celebrate academic achievement.

Superintendent/Administrator Date _____
e-mail address _____

Board Chairperson Date _____

SERVICE AVAILABLE

As a member of the Minnesota Academic Excellence League, your district will be eligible for the following services:
(Please check services you desire in 1999-2000)

- ☐ Development of a district and school profiles in academic activities and help in developing a long-range plan.
- ☐ In-service informational session for teachers, coaches, and others interested in knowing more about academic activities.
- ☐ Help in creating district team of staff members and volunteers to plan a strong, balanced program of academic activities.
- ☐ Help in creating an Academic Booster Club.
- ☐ Help in conducting student roundtables about learning.
- ☐ Help in working with the media.



MINNESOTA
ACADEMIC
EXCELLENCE
FOUNDATION
A Public-Private Partnership

MINNESOTA ACADEMIC EXCELLENCE FOUNDATION

MAEF ACADEMIC LEAGUE *Service Available to Members*

The following services are available upon request: (651-582-8476)

Visit by the Regional Consultant for any of these purposes:

- Consultation about district or school program of academic challenges and recognition's.
- Presentations on Academic League endorsed activities to staff, school board, students, or other groups.
- Assistance in developing a school-community team for planning, promoting, and nurturing academic recognition's and challenges.
- Assistance in promoting academic excellence within the community, including development of an Academic Booster Club.
- Assistance in conducting a student symposium or student roundtable on learning.
- Assistance in working with the media.
- District Profile of Academic Activities, which shows in an easy-to-read table all of the academic activities offered by school and by district and what academic areas, mental skills, and grades are involved.
- Long Range Plan based on the District Profile to help the district expand the number of activities that it offers.
- Information about Specific Programs.
- Membership Certificate.
- Coaching Certificates.
- Coordinated Calendar of Regional and State Academic Events.
- *Reach for the Stars* listing of nearly ninety academic challenges and recognition programs mailed to all schools in August.

Also available from the Minnesota Academic Excellence Foundation

Taste of Quality - Informational session on MAEF's Partners for Quality initiative.

Volunteer or Staff Speaker from MAEF's Speakers Bureau.

MEMO #: I-00-004
TO: Dr. Bruce Anderson
FROM: Lynne Kovash JK
SUBJECT: Revised Agreement with Lakeland Mental Health Center, Inc.
DATE: July 12, 1999

Attached is a revised agreement with Lakeland Mental Health Center, Inc. to continue mental health services to severely emotionally handicapped students and their families as part of the Clay County Day Treatment Program. The original agreement was approved on November 23, 1998 and revised February 8, 1999.

The revised agreement is in the amount of \$369,364.62 which is an increase of \$42,380.64. The additional costs are for mental health services to be provided from September, 1999 through December, 1999, for students and their families at Red River Area Learning Center at the Armory and the East Gate location, Moorhead Junior High and an increase in time for the program at Riverside Elementary School. The entire cost of this program is paid with a combination of state aid, medical assistance funds collected by Lakeland Mental Health Center, Inc. and payment from the Clay County Social Services. The approval of this contract is subject to the approval of the Clay County Social Services Department.

Suggested Resolution: Move to approve the revised agreement with Lakeland Mental Health Center, Inc. subject to approval by Clay County Social Services Department.

LAK/vtr
Attachment

LAKELAND MENTAL HEALTH CENTER, INC.
DAY TREATMENT PROGRAM FOR CHILDREN
INTERAGENCY PURCHASE OF SERVICE CONTRACT

THIS REVISED AGREEMENT is entered into the ~~23rd 8th~~ 19th day of ~~November~~
~~February~~ July ~~1998~~ 1999 and is in force for a period from January 1,
1999 to December 31, 1999.

WITNESSETH

WHEREAS, the Lakeland Mental Health Center, Inc., and Moorhead Independent School District #152 in cooperation with Clay County Department of Social Services agree to participate in providing an interagency Day Treatment Program for Children; and

WHEREAS, it is to the Moorhead Independent School District #152's best interest, the community's benefit, and the enhancement of Children's Mental Health to provide a clinical and family based component in order for children to satisfactorily progress emotionally, socially, and educationally; and

WHEREAS, Clay County Department of Social Services is required to provide mental health services in accordance with the Comprehensive Mental Health Act; and

WHEREAS, the Moorhead Independent School District #152, along with the Clay County Department of Social Services, will fund the Day Treatment Program for Children; and

WHEREAS, LAKELAND MENTAL HEALTH CENTER, INC. IS PREPARED TO ASSUME THE RESPONSIBILITY OF PROVIDING THE TREATMENT PROGRAM AS FOLLOWS:

1. Provide direct individual, group and family therapy to qualified students in the Clay County Interagency Day Treatment Program/Outreach of the Moorhead Independent School District #152 Emotionally and Behaviorally Disturbed Program.
2. Provide direct service to the parents (guardians) and families of the Clay County Interagency Day Treatment Program/Outreach children through parent education, family therapy, and mental health consultation.
3. Serve as support liaison between home, school, and community agencies. Day treatment clinicians will participate in county meetings related to children in the Clay County Interagency Day Treatment Program/Outreach and school child study team meetings on children served by the day treatment program. In addition to providing general clinical input, the clinicians will complete evaluations and make recommendations for day treatment program placement transition.
4. Insure that the mental health professional should participate on a day treatment interagency committee to consider the special needs and develop appropriate services for each day treatment child.

5. Provide mental health consultation to special education staff, regular education staff, school administrators, and other agency personnel as appropriate.

NOW THEREFORE, IT IS AGREED, by and among the Moorhead Independent School District #152, Clay County Department of Social Services, and Lakeland Mental Health Center, Inc., the conditions of the contract as follows:

1. Licensed mental health professionals (5.55 FTE) will be employed by Lakeland Mental Health Center, Inc. for the length of the contract.
2. Two (2.0 FTE) social worker will be employed by Lakeland Mental Health Center, Inc. for the length of this contract.
- 2.5 One half (.5 FTE) masters level clinician (20 hours/week for 40 weeks) and a supervising mental health professional (4 hours/week) will be employed by Lakeland mental Health Center for the stated time.
3. Direct service will be provided each day school is in session, including the regular school year, Extended School Year and beyond.
4. Schedule flexibility will be allowed so that evening parent education and family services may be provided and the day treatment mental health component can be integrated, and coordinated with the educational component.
5. Services will consist of program development and implementation, including diagnostic assessments, treatment planning, individual and group counseling, parent education, family counseling, consultation, team meetings, report writing, and meeting other applicable policies and procedures of the Moorhead Independent School District #152, Clay County Department of Social Services, and Lakeland Mental Health Center, Inc.
6. The mental health professionals will receive back-up clinical consultation from appropriate psychiatrists, psychologists, and clinical social workers of Lakeland Mental Health Center, Inc.
7. Direct clinical time and direct administrative supervision will be provided by the Lakeland Mental Health Center, Inc. staff.
8. The Moorhead Independent School District #152 agrees to provide the facility, including appropriate space for the provision of mental health including the services for children/families enrolled in the program.
9. The cost of the Interagency Day Treatment Program for children, including the clinical back-up consultation for program staff at Lakeland Mental Health Center, Inc., therapy supplies and equipment, travel, postage and printing, secretarial expenses, maintenance/utilities, benefits and administrative expenses will be ~~\$308,737.00~~ ~~\$326,984.00~~ \$369,364.62
10. The Moorhead Independent School District #152 agrees to pay Lakeland Mental Health Center, Inc. ~~\$308,737.00~~ ~~\$326,984.00~~ \$369,364.62 in accordance with the following:

~~Twelve equal~~ One monthly payment of \$25,728.08 ~~from~~ for January 1999 through ~~December 1999~~ and ~~eleven~~ seven equal payments of \$27,386.90 for February through August 1999 and four equal payments of \$37,982.06 for September through December 1999.

- 10.5 The Moorhead Independent School District #152 will bill Lakeland Mental Health Center, Inc. \$9,541.66 monthly ~~from~~ for January 1, 1999 through ~~December 31, 1999~~ and \$10,437.03 monthly for February through ~~December~~ August 1999, and \$14541.03 monthly for September 1999 through December 1999, for a total of ~~\$114,500.00 \$124,349.00~~ \$140,764.12. If Lakeland Mental Health Center does not receive revenue as anticipated, the monthly bill will be reduced. Additional dollars will help reduce excess costs to Clay County Social Services.
- 10.6 Lakeland Mental Health Center will bill Medical Assistance for each of the clients eligible for Medical Assistance, accepting Medical Assistance payment schedule as reimbursement for services rendered. Lakeland Mental Health Center will seek reimbursement from other sources only for those costs which are not covered by Medical Assistance, or for those individuals that are not M.A. qualified.
11. The Moorhead Independent School District #152 will collect from the Unique Learner's Section of the State Department of Education for an estimated ~~\$160,543.24 \$170,031.68~~ \$192,069.66 in State reimbursement.
12. It is understood and agreed that in the event the reimbursement to Moorhead Independent School District #152 and/or the County from State and Federal Sources is not obtained and continued at a level sufficient to allow for the purchase of the indicated quantity of Purchased Services, the obligations of each party hereunder shall thereupon be modified or terminated. If contract is modified or terminated, notification by the party seeking modification/termination must be served on all parties at least 90 days prior to proposed action.

Chair, Board of Education
Moorhead Independent School District #152


Date

Lakeland Mental Health Center, Inc.

Date

MEMO #: I-00-005

TO: Dr. Bruce Anderson

FROM: Lynne Kovash 

SUBJECT: Revised Agreement with Clay County Department of Social Services

DATE: July 12, 1999

Attached is a revised agreement with Clay County Department of Social Services to continue and increase mental health and instructional services to severely emotionally handicapped students and their families as part of the Clay County Day Treatment Program known as "Outreach".

The renewal agreement is in the amount of \$177,295.01 less \$140,764.12 of Medical Assistance Dollars received from Lakeland Mental Health Center, Inc. for services provided and returned to Moorhead Independent School District #152.

Suggested Resolution: Move to approve the revised agreement with the Clay County Department of Social Services contingent upon the approval of the Clay County Social Services Board.

LAK/vtr
Attachment

AGREEMENT

FOR

THE CLAY COUNTY DAY TREATMENT PROGRAM / OUTREACH

This Agreement entered into by and between the following agencies:

Clay County Social Services Department
Moorhead Independent School District #152

hereinafter referred to as member agencies. The restrictive term "school district" refers to the independent school districts among the member agencies. The restrictive term "county agency" refers to the agency established by the county board of commissioners.

Witnesseth that:

WHEREAS, The parties of this Agreement have as one of their purposes the provision of services to children with severe emotional handicaps and their parents, and

WHEREAS, it is felt by each member agency that this can best be accomplished through cooperative effort, and

WHEREAS, the State of Minnesota enables interagency districts to jointly or cooperatively exercise any power common to the contracting parties,

NOW, THEREAFTER, THE PARTIES TO THIS AGREEMENT, HEREBY AGREE AS FOLLOWS:

1. ESTABLISHMENT OF INTERAGENCY PROGRAM. That hereby there is established an interagency program, to be known as the Clay County Day Treatment Program/Outreach (hereinafter known as the Program).
2. PURPOSE OF AGREEMENT. The purpose of the Agreement shall be to provide through cooperative effort a comprehensive program of instructional and therapeutic services to children and youth requiring such services and their parents who are residents of Clay County, Minnesota and school districts served in Clay County.
3. ADVISORY COMMITTEE OF THE PROGRAM
 - a. The Advisory Committee shall consist of directors of special education serving the member school districts, Clay County Supervisor, Clay County Social Services Board member, Moorhead School Board member, contracting agency representatives, Clay County Mental Health

Local Coordinating Council (2), and Local Advisory Council (2), members or members designee.

b. The Advisory Committee shall perform the following ongoing duties:

1. identify current services and funding being provided within the communities for children experiencing severe emotional and/or behavioral problems;
2. establish and evaluate the identification, referral, and community service systems as they impact on day treatment and to recommend, where necessary, alterations and improvements;
3. monitor the operation of the program and provide direction and support to Fiscal Agent and administrators;
4. review and develop the funding sources necessary to adequately support the necessary constituent services of the program; and
5. guide and advise regarding operations of the program.

4. FINANCING OF THE PROGRAM Moorhead Independent School District #152 shall be empowered to finance the program pursuant to this agreement by applying for, receiving and administering Federal and State Special Education State aids and grants.

The Clay County Department of Social Services agrees to pay the Moorhead Independent District #152 not to exceed \$177,295.01 less \$140,764.12 of Medical Assistance dollars upon receipt of billing from the Moorhead Independent School District #152.

It is anticipated the Moorhead Independent School District #152 will collect from the Unique Learners' Section of the State Department of Education \$192,069.60 in State reimbursement and \$140,764.12 from Lakeland Mental Health Center, Inc. medical assistance dollars for a total of \$332,833.72.

If State reimbursement is less than \$192,069.60 and Medical Assistance is less than \$140,764.12, Clay County Department of Social Services will be responsible for the difference.

Children from counties other than Clay will be admitted to the Day Treatment Program/Outreach for Children only upon agreement between that county and the Clay County Department of Social Services, allowing Clay County Department of Social Services to bill that County its fair share of the program costs.

5. EQUIPMENT Clay County Social Services Department is responsible for the purchase of furnishing and equipment necessary for day treatment mental health composite. i.e. furniture and secretary equipment. This equipment shall be the property of Clay County Social Services.

TERMINATION This contract shall commence July 19, 1999 and terminate December 31, 1999. It is understood and agreed that in the event the reimbursement to Moorhead Independent School District #152 and/or the County from State and Federal Sources is not obtained and continued at a level sufficient to allow for the purchase of the indicated quantity of Purchased Services, the obligations of each party hereunder shall thereupon be modified or terminated. If the contract is modified or terminated, notification by the party seeking modification/termination must be served on all parties at least 90 days prior to proposed action.

Signed at _____, in the County of _____,

this _____ day of (July 19, 1999.)

BY: _____ BY: _____
Director, Department of Social Services Chair, Board of Education
Moorhead Independent School District #152

BY: _____ DATE: _____
Chair, Board of County Commissioners

Approved as to Form and Execution

(County Attorney)

Date

MEMO #: I-00-008

TO: Dr. Bruce Anderson

FROM: Lynne Kovash *LK*

SUBJECT: Gift Acceptance

DATE: July 12, 1999

This district has received gifts from the following business and civic groups for use in paying transportation costs for School Safety Patrol members to attend baseball games. This year patrol members from George Washington, Robert Asp, Thomas Edison, Riverside, and St. Joseph's attended a Twin's game on May 26. Probstfield sent their members to a Red Hawk's game on June 2. These trips were arranged to give the patrol members a reward for a job well done.

• Moorhead American Legion Post 21	\$1000.00
• Moorhead Veteran's of Foreign Wars	\$1000.00
• Clay County Safety Council	\$ 600.00
• George Washington PTAC	\$ 500.00
• Robert Asp PTAC	\$ 250.00
• Thomas Edison PTAC	\$ 500.00
• Riverside PTAC	\$ 500.00
• Probstfield PTAC	\$ 500.00
• Auto Club Trust Fund	\$ 150.00
• Education Moorhead	\$ 500.00
• Hornbachers	\$ 50.00
• Ward Muscatell Automotive Group, Inc.	\$ 75.00
• John C. Arneson Agency	\$ 150.00
• Randy's Electric	\$ 50.00
• Vikingland Kiwanis	\$ 250.00
• Nitz Masonry	\$ 50.00
• St. Joseph's Home & School Association	\$ 80.00
• Moorhead Knights of Columbus	\$ 300.00
• Moorhead Degree of Honor Protective	\$ 25.00

Suggested Resolution: Move to accept the gifts as presented and direct that letters of thanks be sent to the organizations.

LAK/vtr

MEMO #: I-00-009
TO: Dr. Bruce Anderson
FROM: Lynne Kovash *LK*
SUBJECT: Gift Acceptance
DATE: July 12, 1999

This district has received a gift of \$3000.00 from Probstfield PTAC to be used for purchases for the Probstfield Elementary library.

Suggested Resolution: Move to accept the gift as presented and direct that a letter of thanks be sent to the Probstfield PTAC.

LAK/vtr

MEMO #: I-00-012
TO: Dr. Bruce Anderson
FROM: Lynne Kovash JK
SUBJECT: Gift Acceptance
DATE: July 12, 1999

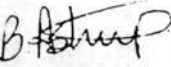
This district has received a gift of \$200.00 from Cargill Community Scholarship Program for purchase of materials for Moorhead High School Library. This gift was received as an adjunct to the scholarship awarded to Moorhead High School student Megan Collins through Junior Achievement.

Suggested Resolution: Move to accept the gift as presented and direct that a letter of thanks be sent to Cargill through National Junior Achievement.

LAK/vtr

MEMO #: B00103

MEMO TO: DR. ANDERSON

FROM: BETH ASTRUP 

DATE: JULY 12, 1999

SUBJECT: RESOLUTION FOR INVESTMENT OF EXCESS FUNDS

Attached find the resolution giving authority and responsibility to invest funds which are not currently needed in accordance with M.S. 118A.

Suggested Resolution: Move to approve the resolution as presented.

Attachment

RESOLUTION

TO

AUTHORIZE PROCEDURES FOR THE INVESTMENT OF EXCESS FUNDS

The Assistant Superintendent for Systems Control, or designee, be hereby vested with the authority and responsibility to invest funds which are not currently needed in accordance with M.S. 118A.

Chair

Clerk

Date

B00103.1

MEMO #: B00102

MEMO TO: DR. ANDERSON

FROM: BETH ASTRUP *B. Astrup*

DATE: JULY 12, 1999

SUBJECT: AUTHORIZED STAFF TO INDICATE FINANCIAL TRANSACTIONS

The attached letter to Mr. Dale VanHavermaet of Norwest Bank indicates the names of district personnel who have authority to make transactions on the listed accounts.

Suggested Resolution: Move to authorize the listed district personnel to make transactions on the listed accounts.

Attachment

July 19, 1999

B00102.1

Mr. Dale VanHavermaet
Norwest Bank
Post Office Box 340
Moorhead, MN 56560

Dear Mr. VanHavermaet:

We would like to update the list of district personnel who have access to our accounts.

Authority to make phone transfers: Denice Sinner
Beth Astrup
Nancy Evans
Dr. Bruce Anderson

Authority to request stop payments: Denice Sinner
Beth Astrup
Nancy Evans
Sue Winter
Julie Bauer
Bruce Anderson

Authority to obtain account information: Denice Sinner
Beth Astrup
Nancy Evans
Sue Winter
Julie Bauer
Dr. Bruce Anderson
Carol Ladwig
Stacey Foss

This authority extends to the following district accounts:

#10110
#901204
#14138
#12538

Thank you.

Stacey Foss, School Board Chairperson

Kristine Thompson, School Board Treasurer

Carol Ladwig, School Board Clerk

MEMO #: B00101

MEMO TO: DR. ANDERSON

FROM: BETH ASTRUP *10-1*

DATE: JULY 12, 1999

SUBJECT: OFFICIAL DEPOSITORIES FOR 1999.2000

The following investment brokers and depositories are recommended for approval: Norwest Bank, Financial Northeastern, MN School District Liquid Asset Fund Plus, Merrill Lynch, Gibraltar Securities Co., Multibank Securities, Inc. and Hawley State Bank.

Bonds are handled by Norwest-Minneapolis, and, Depository Trust Corporation.

Suggested Resolution: Move to designate the official depositories as presented.

MEMO #: B00100

MEMO TO: DR. ANDERSON

FROM: BETH ASTRUP *B. Astrup*

DATE: JULY 12, 1999

SUBJECT: RESOLUTION AUTHORIZING PAYMENT OF GOODS & SERVICES

Attached find the resolution providing authorization to make payment of goods and services in advance of board approval consistent with M.S. 123B.11, 123B.02, and 471.38.

Suggested Resolution: Move to approve the resolution as presented.

RESOLUTION

TO

AUTHORIZE PAYMENT OF GOODS AND SERVICES

IN ADVANCE OF BARD APPROVAL

BE IT HEREBY RESOLVED, for the 1999.2000 School Year, consistent with M.S. 123B.11, 123B.02, and 471.38, the Asst. supt. - Systems Support, or designee, be hereby vested with the authority to make the following payments in advance of Board approval when necessary.

- A. Payment of expense claims against the district:
 - 1. Postage meter and bulk mailing payments
 - 2. Purchases made by school personnel which do not exceed one hundred dollars; provided, however, such purchases have been authorized by an administrator
 - 3. Officials, referees and judges fees
 - 4. Special program speaker and consulting fees
 - 5. Petty cash fund replenishment
 - 6. Utility bills
 - 7. Registration and travel expenses
 - 8. Employee group insurance payments
 - 9. Employee retirement plan payments
 - 10. Payments necessary for discount privileges
 - 11. Contractual progress payments, common to building construction, as necessary to meet established due dates
- B. Investment purchases
- C. Electronic funds transfer payments covering investments and bond principal, interest, and fiscal agent service charges. Asst. Supt., Systems Support, shall follow these policy controls:
 - The disbursing bank shall keep on file a certified copy of this authorization which allows electronic funds transfer.
 - The initiator shall document the request and obtain approval from the Asst. supt. - Systems Support, or designee, before making the transfer.
 - A written confirmation of the transaction shall be made no later than one business day after the transaction and shall be used to support the transaction.

Chair

Clerk

Date

MEMO #: B00105

MEMO TO: DR. ANDERSON

FROM: BETH ASTRUP *Beth Astrup*

DATE: JULY 12, 1999

SUBJECT: PARTNERS IN LEARNING LEASE

Attached is a copy of the lease for First Presbyterian Church in Moorhead for use by the Partners in Learning Program.

The school district agrees to pay \$500 per month for 3 days per week from September 1999 through September 2000 for rooms 2, 3, 7, 8, 9, 10, plus nursery, kitchen and fellowship hall in church.

Suggested Resolution: Move to approve the lease for above mentioned rooms in the First Presbyterian Church, for \$500 per month, from September 1999 through September 2000.

Short Term Rental Agreement

September 1, 1999 through September 30, 2000

By this agreement, First Presbyterian Church of Moorhead and the *Partners In Learning Program - ISD 152* enter into a short term use agreement for rooms 2, 3, 7, 8, 9, 10, plus nursery, kitchen and fellowship hall in the church.

The *Partners In Learning Program* shall use the identified rooms 3 days per week from September 1, 1999 through September 30, 2000. This agreement shall be renewable upon agreement of both parties.

In consideration of this agreement, *Partners In Learning Program* agrees to pay the sum of \$500 per month to the First Presbyterian Church for the period indicated.

Renter agrees to indemnify and hold harmless building owner from all claims demands, causes of action, suits, or judgements, including expenses incurred in connection therewith, for death or injuries to persons or for loss of or damage to property arising out of or in connection with the use or occupancy of the premises by renter, his agents, employees, or invitees. In the event of, and such claims made or suits filed, the church shall give renter prompt written notice thereof, and renter shall have the right to defend or settle the same.

Responsibility for loss, breakage or damage of any piece of equipment rests solely with the organization or individual renting the premises and the person or persons responsible shall report immediately following the event any such loss, breakage, malfunction or need of repair to the church officials. Ordinary wear and tear excepted.

Each party agrees to release the other from any claim for recovery for any loss or damage to any of its property which is insured under valid and collectible insurance policies to the extent of any recovery collectible under such insurance. It is further agreed that this waiver shall apply only when permitted by the applicable policy of insurance.

Partners In Learning Program Representative


Church Representative

Date

Date

MEMORANDUM P 99.231

TO: Dr. Bruce Anderson

FROM: Robert Lacher 

DATE: July 13, 1999

SUBJECT: New Employees

The administration requests approval of the employment of the following persons subject to satisfactory completion of federal, state, and school district statutes and requirements:

Andrea Hovland	Sixth Grade, Robert Asp, MA (0-6) \$29,500, effective for the 1999-2000 school year. (Replace Jennifer Barringer)
Kristin Weiss	German Teacher, Senior/Junior, BA (0-6) \$25,000, effective for the 1999-2000 school year. (Replace Glen Proechel)
Jamie York	Title I Teacher, Robert Asp, BA (0-6) \$25,000.00, effective for the 1999-2000 school year. (Replace Pat Swedberg)
Sandra Zwach	Physical Therapy Teacher, District Wide, MA (0-6) \$29,500.00, effective for the 1999-2000 school year. (New position)
Terriann Muller-Dahlberg	Immersion Teacher, Probstfield, MA+45 (38,923.00, effective for the 1999-2000 school year. (New Position)
Jaimie Snowdon	Secondary Teacher, RRLC, BA (0-6) .75 FTE \$18,750.00, effective for the 1999-2000 school year. (Replace Deb Anderson)
Betsy Aafedt	Deaf/Hard of Hearing Teacher, Edison. BA (0-6) \$25,000, effective for the 1999-2000 school year. (Replace Becky Wolford who transferred to regular)

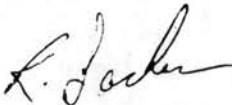
Suggested Resolution: Move to approve the employments as presented.

RL:sdh

MEMORANDUM P 99.232

TO: Dr. Anderson

FROM: Robert Lacher



DATE: July 13, 1999

SUBJECT: Change in Contract

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

Bret Maughan Physical Education Teacher, Senior High, .488 FTE to full time for the 1999-2000 school year.

Janelle Halverson Music Teacher, Probstfield, .85 FTE to full time for the 1999-2000 school year.

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

RL:sh

MEMORANDUM

P 99.233

TO: Dr. Bruce Anderson

FROM: Robert Lacher



DATE: July 13, 1999

SUBJECT: Resignations

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

Paula Schulz Math Teacher, Junior High, effective immediately.

Bert Strassburg Orchestra Teacher, Junior High, effective immediately.

Julie Harstad Paraprofessional, Probstfield, effective immediately.

Greg Salvevold Paraprofessional, Senior High, effective immediately.

Suggested Resolution: Move to accept the resignations as presented.

RL:sh

MEMORANDUM P 99.234

TO: Dr. Bruce Anderson

FROM: Robert Lacher



DATE: July 13, 1999

SUBJECT: Family/Medical Leave

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

Nancy Krupich IMC Secretary, Senior High, to begin approximately August 31, 1999 for 6 weeks.

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

RL:sh

MEMO #: S-00-002

TO: School Board

FROM: Dr. Bruce R. Anderson, Supt. *B.R.A.*

RE: Official Newspaper Designation

DATE: July 8, 1999

Administration recommends *The Forum* be designated as the school district's official newspaper for the 1999-2000 school year.

Suggested Resolution: Move to designate *The Forum* as the district's official newspaper for the 1999-2000 school year.

:mdm

MEMO #: S-00-003

TO: School Board

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

RE: Legal Services

DATE: July 8, 1999

The school district obtains legal services on a time and material basis. Therefore, the administration recommends authorizing administration to obtain legal assistance on a time and material basis.

Suggested Resolution: Move to approve obtaining legal assistance on a time and materials basis.

:mdm

MEMO #: S-00-004

TO: School Board

FROM: Dr. Bruce R. Anderson, Supt. *BRH*

RE: 1999-2000 MSBA Membership Fees

DATE: July 8, 1999

The 1999-2000 membership fees to the Minnesota School Boards Association (MSBA) will be \$5,623.

The following is a history of the fee structure for the past few years:

1993-94 = \$4,687 (formula changed PPU to TU)

1994-95 = \$4,946

1995-96 = \$5,295

1996-97 = \$5,459

1997-98 = \$5,558

1998-99 = \$5,667

Suggested Resolution: Move to approve the 1999-2000 Minnesota School Board Association membership in the amount of \$5,623.

:mdm

Attachment



JUL 6 1999

MINNESOTA SCHOOL BOARDS ASSOCIATION

2000 LEADERSHIP CONFERENCE JANUARY 13 & 14, 2000

1900 West Jefferson Avenue
St. Peter, Minnesota 56082-3015
Web Site: <http://msba.mnmsba.org>

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

July 1, 1999

OFFICERS AND DIRECTORS

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Peg Swanson
Orono

VICE PRESIDENT

Becky Montgomery
St. Paul

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Goodhue

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St. Peter

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DIRECTOR DISTRICT 6

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South Washington County

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Don May
Hastings

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Judy Farmer
Minneapolis

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Cathy Neuman
Fergus Falls

DIRECTOR DISTRICT 11

Paul Brinkman
Virginia

DIRECTOR DISTRICT 12

Teresa McDonnell
Roseau

EXECUTIVE DIRECTOR

Richard J. Anderson
St. Peter

Dear School Board Member:

The Board of Directors of the Minnesota School Boards Association once again invites and welcomes you to the services of your Association. We, at the Minnesota School Boards Association, are very proud to serve this state's local school board members with a variety of excellent programs and services. In 1999-2000, we will once again continue to provide services that **"support, promote and enhance the work of local school boards."**

The MSBA Board who, like you, are actively serving school board members, continue to be very sensitive regarding district financial resources. They simultaneously know and understand that school boards need the services and programs provided through MSBA in order to more adequately address local governance responsibilities. With those realities in mind, the board adopted an operating expenditure budget for fiscal year 1999-2000 of \$2,207,311.

Dues are the stabilizing support of any association, and it is similarly true for MSBA. As of June 30, 1999, school district membership dues constitute 44% of total Association revenue. Without the strong support of membership through the payment of dues, MSBA could neither expand its programs and services nor maintain the excellent quality of its programs and services. The basic philosophy of the Board of Directors is to increase dues only when it is essential to maintain the integrity of the Association's ability to provide programs and services. MSBA's strong financial position at the end of the 1998-99 fiscal year has allowed the Board to remain consistent to its policies and basic philosophy on your behalf and maintain the base dues schedule at its 1998-99 levels.

The budget adopted by the Board of Directors for 1999-2000 will allow MSBA to focus on such issues as accountability, local school board standards, student achievement, and a variety of other issues that are an integral part of the role of local school board members.

In addition to responding to increased requests for service, the programs and benefits of the MSBA Insurance Trust continue to grow. Those programs -- Workers' Compensation, Property/Casualty, etc. -- have saved school districts many millions of dollars over the years. Also, the programs in the investment area -- MSDLAF+, the cash flow borrowing program (MNTAAB), and the lease-purchase program (MSDLPP) -- continue to provide significant monetary benefits to participants.

(over)

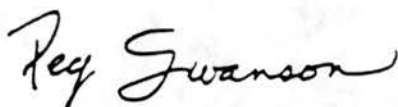
Look for MSBA's annual report coming to you later this summer. Please take the time to read about the extensive work and accomplishments of your Association. We also take this opportunity to remind you of MSBA's annual summer conference which is scheduled for August 12 and 13, 1999, at the Radisson South Hotel in Bloomington and related early bird workshops. Your school district office should have received registration information for this meeting, and we urge your participation in this valuable conference.

Take a moment to review your pocket calendar (mailed with the July 2nd Boardcaster) which lists a number of other inservice meetings to be sponsored by MSBA during the upcoming fiscal year. The Summer Seminar in August and the Annual Leadership Conference scheduled for January 13-14, 2000, are perhaps two of the most cost effective inservice offerings available to your school district. A modest fee is charged for the Summer Seminar, and no registration fee is required for the Leadership Conference in January. As you are probably aware, the market place usually requires a fee of several hundred dollars for such conferences. Learning is a life-long process, and MSBA strives to provide opportunities for school board members that will enhance their abilities to succeed in their local governance role.

The dues invoice for your school board's continued membership in the Minnesota School Boards Association has been processed according to the Bylaws of the Association and sent to your school district office. All Minnesota public school board members are eligible for membership in the Association. The board of directors urges your early remittance, but all dues must be remitted no later than November 15, 1999.

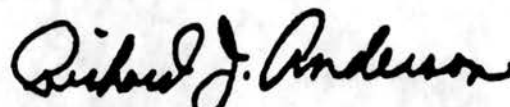
The Minnesota School Boards Association is recognized nationwide as an outstanding service organization. The MSBA board of directors and staff are very appreciative of your cooperation and assistance, and look forward to working with you as a member of a public school board. If you have any questions, please do not hesitate to call your Association office.

Sincerely,



Peg Swanson
President

PS:RJA:ph
enc.



Richard J. Anderson
Executive Director

MEMO #: S-00-005

TO: School Board

FROM: Dr. Bruce R. Anderson, Supt. *BRit*

RE: 1999-2000 Lakes Country Service Cooperative Agreement

DATE: July 8, 1999

Attached please find the 1999-2000 service agreement with the Lakes Country Service Cooperative.

The membership cost is \$6,000. All other services are fee based.

Suggested Resolution: Move to approve the 1999-2000 Lakes Country Service Cooperative service agreement as presented.

:mdm

Attachment

**CONTRACTS AND SERVICE AGREEMENTS BETWEEN THE
LAKES COUNTRY SERVICE COOPERATIVE
AND REGION IV SCHOOLS AND ASSOCIATE MEMBERS
1999-2000**

The Millington School/Member will be participating in the following service agreements with the Lakes Country Service Cooperative for 1999-2000.

**Will Participate
FY00 Services**

Current 98-99	YES	NO	SERVICE	COST PER UNIT	TOTAL
ADMINISTRATIVE SERVICES					
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. LCSC Membership	\$1,200 per district plus \$1.50 per student to a maximum of \$5,000 \$500 Associate Members \$250 Associate Members (single service)	<u>5000 -</u>
			Capital Outlay/Maintenance Fund		
			LCSC Site	\$600 per district	<u>600 -</u>
			Moorhead Site	\$400 per district	<u>400 -</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Administrative Inservice/ Workshops	Charge to be amount necessary to cover cost of training	<u> </u>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Comparable Worth	A. \$225 per day plus expenses B. \$30/hr. follow-up service	<u> </u>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. Co-op Purchasing		<u> </u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. Health and Safety	<u>Health & Safety - contracts have been previously mailed</u>	<u>23,500 -</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. Insurance/Risk Management	LCSC PREFERRED	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A. Health Pool		<u> </u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	B. Life Pool		<u> </u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	C. LTD Pool		<u> </u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	D. LTC Pool		<u> </u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	E. Prop/Casualty Pool		<u> </u>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	F. Student Accident		<u> </u>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	G. Dental Pool		<u> </u>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	H. Workers Comp		<u> </u>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	I. Other		<u> </u>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. Printing (Newsletters, envelopes, letterhead, etc.)	Time and materials	<u> </u>

Contracts and Service Agreements 1999-2000

Will Participate
FY00 Services

Current
98-99

YES

NO

SERVICE

COST PER UNIT

TOTAL

EDUCATIONAL SERVICES

_____	_____	_____	8.	Professional Staff Development Center	\$700 per district plus 30 cents per student to a maximum of \$1200	_____
_____	_____	_____	9.	Early Childhood/Family Education Regional Services	\$730 plus 55 cents per 0-4 child count	_____
_____	_____	_____	10.	Early Childhood Educators/ Learning Readiness	Contracted for individual districts	_____
_____	_____	_____	11.	Early Childhood Lending Library	Parenting materials and ECCE educational curriculums. \$200 per district with unlimited usage. \$175 per district if member of regional services (#12)	_____
_____	_____	_____	12.	Media	\$4.75 per student	_____

ACADEMIC

✓	_____	_____	13.	Knowledge Bowl-Sr. High	\$190 per team	_____
✓	_____	_____	14.	Knowledge Bowl-Jr. High	\$35 per team	_____
✓	_____	_____	15.	CyberKnowledge Competition/ Student Internet Competition	Fee per team to be determined	_____
_____	_____	_____	16.	Honors Program (Banquet)	\$250 scholarship/local district responsibility plus cost of banquet meal for district participants	_____
_____	_____	_____	17.	Inventors Congress	\$20 per participant	_____
_____	_____	_____	18.	Project for Activity Centered Science K-8 Hands-On Learning Kits (PACS Kits)	Fees vary for each kit	_____
✓	_____	_____	19.	Spelling Bee	\$90 per participant based on 1 student per 1000 enrollment K-12	_____
✓	_____	_____	20.	Young Writer's Conference	\$22 per participant	_____

Contracts and Service Agreements 1999-2000

Will Participate
FY00 Services

Current

98-99 YES NO SERVICE COST PER UNIT TOTAL

SPECIAL SERVICES

✓	_____	_____	21.	Carl Perkins Consortium	Pooling of Federal funds based on funding formula	_____
✓	_____	_____	22.	Tech Prep Consortium	Pooling of Federal funds based on student enrollment	_____
✓	_____	_____	23.	Special Ed:Low Incidence	Invoiced amount based on base year special ed revenue report	_____
✓	_____	_____	24.	R-CSPD	Regional Allocation based on Special Ed child count	_____

EQUIPMENT REPAIR

_____	_____	_____	25.	Computer Repair	\$55.00/hr. labor plus parts. (No hourly charge for those repairs that are covered under warranty). Plus a handling/delivery charge of \$15.00 per piece.	_____
_____	_____	_____	26.	AV Repair	\$35.00/hr. labor plus parts during school year	_____
_____	_____	_____	27.	Summer cleaning service	AV: Billed at \$17.50/hr. with the minimum of 10 hours at each school plus mileage and parts.	_____

Bruce R. Anderson
Superintendent's Signature

Date

LCSC Executive Director

Date

RETURN BY: JULY 20,1999

RETURN TO:
CHARLOTTE MAURO
LAKES COUNTRY SERVICE COOPERATIVE
1001 EAST MOUNT FAITH
FERGUS FALLS, MN 56537

MEMO #: S-00-006

TO: School Board

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

RE: Minnesota State High School League Membership

DATE: July 8, 1999

Attached please find for your information the 1999-2000 Minnesota State High School League membership form.

Suggested Resolution: Move to approve the resolution of membership into the Minnesota State High School League for 1999-2000.

:mdm

Attachment

MINNESOTA STATE HIGH SCHOOL LEAGUE
2100 Freeway Boulevard
Brooklyn Center, MN 55430-1735
Telephone: (612) 560-2262 -- FAX: (612) 569-0499

**1999-2000 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE**

RESOLVED, that the Governing Board of School District Number 152, Moorhead
High School, County of Clay, State of Minnesota delegates the control,
supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section
128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of
Children, Families and Learning as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the high school(s) listed below (name all high schools in the district):

Moorhead Senior High School

is/are authorized by this, the Governing Board of said school district or school to:

1. OR; Make new application for membership in the Minnesota State High School League;
X Renew its membership in the Minnesota State High School League; and,
2. Participate in the approved interschool activities sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's Official Handbook, on file at the office of the school district, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representative identified by the Governing Board.

The above Resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

Signed _____
Clerk/Secretary - Local Governing Board

Superintendent or Head of School

Date July 19, 1999

Date July 19, 1999

School Address 2300 4th Avenue South, Moorhead, MN 56560

School Phone # 218/299-6313

RETURN ONE COPY TO THE MSHSL NO LATER THAN SEPTEMBER 1, 1999.
Retain one copy for the school files.

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
JUNE 14, 1999
PAGE 1**

MEMBERS PRESENT: Jim Cummings, Stacey Foss, Anton B. Hastad, James Hewitt, Carol A. Ladwig, Kristine Thompson, and Dr. Bruce R. Anderson.

MEMBERS ABSENT: Mark Gustafson.

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

PREVIEW OF AGENDA: Superintendent Anderson recommended the agenda proceed as presented.

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

WE ARE PROUD:

*** We Are Proud of the Moorhead Senior High School Track Team for their first place finish at the state track meet in Blaine on June 5. Representing the Spuds in Blaine were: Kai Gonsorowski, Kayla Anderson, Liza Conteh, Lisa Anderson, Kari Rosenfeldt, Katie Johnson, Jenny Valan, Kristi Alverson, Tiffany Nelson, and Nicole Mather. The entire girls track team should be congratulated for their victory at the section championships. Congratulations to Head Coach Nadine Butts and Assistant Coaches Mick Dunn, Arlin Prochnow, Ruben Garcia, and Tom Dooher. A state champ banner honoring this team will go on display next Fall in the high school gymnasium.

Chris Nulle was the lone participant for the Moorhead Senior High Boys Track Team at the state track meet where he placed third in the shot put. The boys team is coached by Randy Smith, Shocky Strand, Jay Raymond, and Tom Dooher.

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: None.

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

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
JUNE 14, 1999
PAGE 2**

Gifts - Accept the gifts of an estimated \$4,155 in assistive technology equipment (one-arm drive wheelchair - small adult, hemi-walker, pogo stroller, long-handled shoe horn) from Tammy Spurr in memory of Alicia Spurr for use by special education students; \$300 from the Moorhead Optimist Club for use towards the purchase of a grand piano at Moorhead Junior High School; \$100 to purchase a paper shredder at Riverside School from Westat, Inc. for participation in a U.S. Department of Education national longitudinal research study; and, \$1,050 from Tharoldson Motels, Inc. and U.S. Bank for students from Edison, Riverside, Probstfield, and Washington Schools to attend "Go For It" Road Show, a program to help reinforce living healthy and positive life styles.

Grant - Accept the \$76,207.63 Partners in Learning grant and to participate as a collaborative partner in the HUGS Program Crisis Intervention Specialist and Truancy Intervention projects.

Contract - Approve the Clay County Public Health contract allowing Moorhead Schools to purchase early childhood screening services at a rate of \$25 per screened child.

Resignations

Clare Donnalley - Secretary, Early Childhood Program, effective June 25, 1999.

Shawn McFarland - Custodian, Senior High, effective June 11, 1999.

Linda Sanchez - Paraprofessional, MCAP, effective July 1, 1999.

M. Susan Clark - OHI Paraprofessional, Edison, effective June 4, 1999.

Julie Wiersma - Interpreter, Senior High, effective June 4, 1999.

Gwen Moore - ECSE Paraprofessional, Edison, effective June 4, 1999.

Retirements

Bev Ruud - Secretary, Senior High, effective June 30, 1999.

Family/Medical Leave

Jill Carney - EBD Teacher, Junior High, to begin approximately September 8, 1999 for twelve weeks.

Angelique Gunderson - Grade 4 Teacher, Riverside, for the school year 1999-2000.

**REGULAR MEETING
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TOWNSITE CENTRE
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New Employees

Jayson Schaefer - Band Teacher, Junior/Senior High, BA (0-6) \$18,750, (.75 FTE) effective for the 1999-2000 school year.

Chris Nellermoe - Science Teacher, Junior High, BA+45 (10) \$32,625, effective for the 1999-2000 school year.

Cheryl Wise - Library Secretary, Edison Elementary, A12 (0-2) \$9.26 per hour, 8 hours daily, effective for the 1999-2000 school year.

Jean Morlock - Library Secretary, Edison Elementary, A12 (0-2) \$9.26 per hour, 4 hours daily, effective for the 1999-2000 school year.

Michael Garrett - Science Teacher, Junior High, BA (0-6) .75 FTE, \$18,750, effective for the 1999-2000 school year.

Change in Contract

Sarah King - Special Education Teacher to Special Education Program Manager/Coordinator. Supervisors Contract, C 52(9) \$54,573.00, effective for the 1999-2000 school year.

Melody Bober Music Teacher, Robert Asp Elementary, .88 FTE to .686 FTE for the school year 1999-2000.

Minutes - Approve the May 10 and 24, 1999 minutes as presented.

Claims - Approve the June Claims, subject to audit, in the amount of \$1,070,986.91:

General Fund:	\$692,235.16
Food Service:	61,091.06
Transportation:	48,467.25
Community Service:	40,153.84
Capital Expenditure	222,099.29
Townsite Centre:	6,940.31
TOTAL	\$1,070,986.91

Motion carried 6-0.

COMMITTEE REPORTS: No committee reports were heard.

REGULAR MEETING
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SCHOOL BOARD/STAFF DIALOGUE: (This section is an effort on the part of the Board to communicate more informally at the first meeting of each month with the invited staff representatives on a wide variety of programs and issues.)

Student Educational Radio Show: Dan Markert and Mark Ladwig, recent Moorhead High graduate, discussed the possibility of developing a Student Educational Radio Station at Moorhead Senior High School with funding obtained through gifts and grants.

Moorhead Community Access Television (MCAT)/Moorhead Public Schools Partnership: Dan Markert and Bob Schieffer, MCAT President, reviewed a potential partnership and location of MCAT equipment at Moorhead Senior High School. The joint television studio could be utilized by both Moorhead students and serve school and community access needs. A proposal will be presented to the Board at the August 9 meeting.

UPDATE ON RECENT LEGISLATION AND IMPACT ON MOORHEAD SCHOOLS:

Astrup discussed the summary of how the legislative changes will affect Moorhead Schools state funding and recommended changes to the preliminary budget for the 1999-2000 school year.

INCREASE IN ACTIVITY FEES AND TICKET PRICES: Hewitt moved, seconded by Hastad, to approve the fee increase as outlined in option 1 and increase the ticket prices and revisions to the activity fee schedule as presented. A family cap shall limit the total activity fee to no more than \$200 for any family. Activity fees for an individual shall be capped at \$80 per individual. Motion carried 6-0.

PART TIME AND SUBSTITUTE PAY SCHEDULE CHANGE: Cummings moved, seconded by Ladwig, to approve the pay schedule as presented. Motion carried 6-0.

1999-2000 ANNUAL OPERATIONAL PLAN - CAPITAL OUTLAY: Cummings moved, seconded by Thompson, to approve the Capital Outlay fund as presented by administration for the 1999-2000 Annual Operational Plan. Motion carried 4-2; Hastad and Hewitt dissenting.

HUMAN RIGHTS REPORT: Ladwig moved, seconded by Cummings, to approve the report with the recommended changes. Motion carried 6-0.

**REGULAR MEETING
BOARD OF EDUCATION
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TOWNSITE CENTRE
JUNE 14, 1999
PAGE 5**

STORAGE BUILDING AT MAINTENANCE FACILITY SITE: Hewitt moved, seconded by Ladwig, to reject all bids. Motion carried 6-0.

LEARNING AND DEVELOPMENT CLASS SIZE REDUCTION FUNDING: Ladwig moved, seconded by Thompson, to approve the recommended positions utilizing learning and development reserve funding from Minnesota legislation for class size reduction. Motion carried 6-0.

ADDITIONAL FORMAL AGREEMENT - LOCAL COLLABORATIVE TIME STUDY: Ladwig moved, seconded by Foss, to approve the Additional Formal Agreement - Local Collaborative Time Study for 1999-2000 as recommended by administration and requested by the Clay County Administrator. Motion carried 4-2; Cummings and Hewitt dissenting.

DISTRICT ADMINISTRATION POSITION: Ladwig moved, seconded by Thompson, to approve Beth Astrup as the Assistant Superintendent - System Support, effective July 1, 1999 at a salary of \$78,846 as reflected on E82, Step 5 of the Moorhead Administrators' Association Agreement. Motion carried 6-0.

SUPERINTENDENT SEARCH UPDATE: Foss provided an update from superintendent search consultant Dr. Clifford P. Hooker. Dr. Hooker would like to begin the interview process in August. Board members supported an August interview process and discussed availability.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Cummings reported his acceptance for training as an examiner for the Minnesota Council for Quality. The Board authorized the district to pay for the training fee and travel expenses. Training received will be shared with Board members.

ADJOURNMENT: Thompson moved, seconded by Ladwig, to adjourn the meeting at 9:44 p.m. Motion carried 6-0.

Carol Ladwig, Clerk

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
JUNE 28, 1999
PAGE 1

MEMBERS PRESENT: Jim Cummings, Stacey Foss, Mark Gustafson, Anton B. Hastad, Carol A. Ladwig, Kristine Thompson, and Dr. Bruce R. Anderson.

MEMBERS ABSENT: Jim Hewitt.

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

PREVIEW OF AGENDA: Superintendent Anderson recommended the agenda proceed as presented.

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

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: None.

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

Gift - Accept the \$817.81 from the Probstfield Advisory Council for field trips and theater performances attended by Probstfield students.

Grant Application - Approve the submission of the Migrant Education Project grant to the MN Department of Children, Families and Learning requesting \$37,783 to continue the utilization of 1.75 FTE outreach workers to provide services to children and families on a referral basis and allow home-school liaisons to continue assisting in communication and support for migrant families and their children.

Grant - Accept the \$35,000 Title I Delinquent Education grant for use in the 1999-2000 school year.

Change in Contract

Jacki Karch - Senior Citizen Coordinator to School Social Worker, BA +15 (7) \$27,120, effective

for the 1999-2000 school year.

Nadine Butts - Social Teacher, Junior High, to Guidance Counselor, Junior High.

**REGULAR MEETING
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TOWNSITE CENTRE
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Tony Kunka - Social Studies Teacher, Junior High, from .286 FTE to full time, BA (7) \$25,962.
Terri Lura - Music Teacher, Robert Asp, .79 FTE to full time, MA+45 (12) \$41,385.

New Employees

Carol Anderson - Speech Language Pathologist, District, MA+15(10) \$35,564, effective for the 1999-2000 school year.
Kathi Salvevold - Business Teacher, Senior High, BA (0-6) \$25,000, effective for the 1999-2000 school year.
Sara Stone - SLD/EBD Teacher, Probstfield, BA (0-6) \$25,000, effective for the 1999-2000 school year.
Bradley Hawkins - Work Experienced Teacher, RRLC, BA+15 (10) \$30,106, effective for the 1999-2000 school year.
Erin Gillett - First Grade Teacher, Washington, MA (0-6) \$29,500.00, effective for the 1999-2000 school year.
Kim Bushaw - Early Childhood Program Manager, Supervisor contract, C44(3) \$40,485.82, effective for the 1999-2000 school year.

Resignations

Travis Barringer - Fourth Grade Teacher, Probstfield, effective immediately.
Jennifer Barringer - Sixth Grade Teacher, Robert Asp, effective immediately.
Kalan Malchow - Social Studies Teacher, Senior High, effective immediately.
Tammy Keenan - LD Paraprofessional, Robert Asp, effective immediately.
Julie Duden - MMMI Paraprofessional, Probstfield, effective immediately.

Rehire

Anita Huseby - Grade 3 Teacher, Washington, from .50 FTE to full time, MA (6.5) \$30,048, effective for the 1999-2000 school year.

Termination of Probationary Staff

Christine Bakir - Paraprofessional, Probstfield, effective immediately.
Jean Beaupre - Paraprofessional, Riverside, effective immediately.

Motion carried 6-0.

COMMITTEE REPORTS: No committee reports were heard.

REGULAR MEETING
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POLICY APPROVAL: Cummings moved, seconded by Foss, to approve the policy, Student Activity Fees (IGDE) as presented. Motion carried 5-1; Gustafson dissenting.

ASSISTANT PRINCIPAL POSITION: Gustafson moved, seconded by Ladwig, to employ Mr. Steve Morben as the Moorhead Junior High School Assistant Principal effective July 1, 1999 at a salary of \$60,062 (D61). Step 7 of the 1999-2000 Principals' Salary Schedule) and in accordance with the agreement as outlined in Attachment A. Motion carried 6-0.

ALTERNATIVE EDUCATION PLANNING TASK FORCE: Thompson moved, seconded by Gustafson, to approve the charge statement and membership for the Alternative Education Task Force as discussed and presented. Motion carried 6-0.

STAFF DEVELOPMENT REPORT: Ladwig moved, seconded by Cummings, to accept the 1998-99 Staff Development Report as presented and direct administration to forward a copy to the Minnesota Department of Children, Families and Learning. Motion carried 6-0.

IOWA BASIC SKILLS TESTING DATE: Thompson moved, seconded by Hastad, to change the previous established testing dates from March 20-24, 2000 to November 1-5, 1999 and the revision of the 1990-2000 school calendar. Motion carried 6-0.

The meeting recessed for 5 minutes at 7:59 p.m.

CLOSE PUBLIC MEETING: Gustafson moved, seconded by Thompson, to close the public meeting at 8:09 p.m., pursuant to M.S. 471.705 for the purpose of discussing negotiations strategies. Motion carried 6-0.

OPEN PUBLIC MEETING: Ladwig moved, seconded by Foss, to reopen the public meeting at 9:26 p.m. Motion carried 5-1; Thompson dissenting.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Cummings moved, seconded by Thompson, to cancel the July 12 and 26, 1999 Board meetings and hold the meeting on July 19, 1999 at 7:00 p.m. Motion carried 5-1; Gustafson dissenting. The July 19 meeting will be the annual organizational and committee assignment meeting.

**REGULAR MEETING
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Chairwoman Foss requested Board members bring to the July 19 Board meeting five questions for possible use during superintendent/board interviews tentatively proposed for August.

Chairwoman Foss reminded Board members of the upcoming MSBA Summer Seminar scheduled for August 11-13 in Minneapolis. Board members are to contact administration if they plan to attend.

ADJOURNMENT: Hearing no objections, the meeting adjourned at 9:44 p.m.

Carol Ladwig, Clerk

MEMO #: S-00-001

TO: School Board

FROM: Dr. Bruce R. Anderson, Supt. *BIT*

RE: Election Resolution

DATE: July 8, 1999

Attached is the Resolution Establishing Dates for Filing Affidavits of Candidacy for the November school board election.

Suggested Resolution: Move to approve the Resolution Establishing Dates for Filing Affidavits of Candidacy for the November school board election.

:mdm

Attachment

RESOLUTION ESTABLISHING DATES
FOR FILING AFFIDAVITS OF CANDIDACY

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

1. The period for filing affidavits of candidacy for the office of school board member of Independent School District No. 152 shall begin on Tuesday, August 24, 1999 and shall close on Tuesday, September 7, 1999. An affidavit of candidacy must be filed in the office of the school district clerk and the \$2 filing fee paid prior to 5:00 o'clock p.m. on September 7, 1999.
2. The clerk is hereby authorized and directed to cause notice of said filing dates to be published in the Forum, the official newspaper of the district, at least two (2) weeks prior to the first day to file affidavits of candidacy.
3. The clerk is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative offices of the school district at least ten (10) days prior to the first day to file affidavits of candidacy.
4. The notice of said filing dates shall be in substantially the following form:

NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD AREA PUBLIC SCHOOLS
STATE OF MINNESOTA

NOTICE IS HEREBY GIVEN that the period for filing affidavits of candidacy for the office of school board member of Independent School District No. 152 shall begin on Tuesday, August 24, 1999 and shall close at 5:00 o'clock p.m. on Tuesday, September 7, 1999.

The general election shall be held on Tuesday, November 2, 1999. At that election, 4 members will be elected to the School Board for terms of four (4) years each.

Affidavits of Candidacy are available from the school district clerk, at 810 Fourth Avenue South-Moorhead. The filing fee for this office is \$2. A candidate for this office must be an eligible voter, must be 21 years of age or more on assuming office, must have been a resident of the school district from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any other office at the same general election.

The affidavits of candidacy must be filed in the office of the school district clerk and the filing fee paid prior to 5:00 o'clock p.m. on Tuesday, September 7, 1999.

Dated: _____

BY ORDER OF THE SCHOOL BOARD

65

/s/ _____
School District Clerk

MEMORANDUM P 99.235

TO: Dr. Bruce Anderson

FROM: Robert Lacher 

DATE: July 13, 1999

SUBJECT: District Accountant

The administration requests approval of the employment of the following person subject to satisfactory completion of federal, state, and school district statutes and requirements:

Denice Sinner District Accountant, C43 (6) \$37,503.72 Supervisor's Contract,
effective August 16, 1999.
(Replace Beth Astrup)

Denice has sixteen years of experience in the area of school finance in Minnesota. She has been employed for the past nine years in a similar position in Inver Grove Heights. Along with her knowledge of school finances, Denice has a broad background of skills relating to the use of technology. She had recently been named the District Office Computer Coordinator in Inver Grove Heights and she provided training to staff on efficient use of various software programs.

Suggested Resolution: Move to approve the employment as presented.

RL:sdh

MEMO #: B00104

MEMO TO: DR. ANDERSON

FROM: BETH ASTRUP *B. Astrup*

DATE: JULY 12, 1999

SUBJECT: STORAGE BUILDING BID

Bids were opened at 11:00 am on July 9, 1999.

COMPLETION DATE

Foltz Building \$124,684
Detroit Lakes, MN

November 1999

Gateway Building Systems \$134,000

October 1999

Budgets: \$50,000 School District
\$30,000 Tri-Valley Migrant

Suggested Resolution: Move to reject all bids.

JUL 12 1999

TABULATION OF BIDS

WOOD FRAMED STORAGE BUILDING
 MAINTENANCE & TRANSPORTATION FACILITY
 INDEPENDENT SCHOOL DISTRICT NO. 152
 MOORHEAD, MINNESOTA

FOSS ASSOCIATES
 Architecture & Interiors
 Moorhead, Minnesota

PROJECT NO. 9801.11

PROPOSALS DUE: July 9, 1999

Contractors	A d d e n d u m	S e c u r i t y	Substantial Completion Date	Base Bid – All Work	Mechanical Subbidder and Bid Amount	Electrical Subbidder and Bid Amount
Foltz Buildings * Detroit Lakes, Minnesota	X	X	11/15/99	\$124,684.00	Metro P & H \$3,788.00	Magnum Electric \$8,187.00
Gateway Building Systems Fargo, North Dakota	X	X	10/99	\$134,000.00	Metro P & H \$4,200.00	Magnum Electric \$9,000.00

* Apparent Low Bidder

MEMO #: B99316

MEMO TO: DR. ANDERSON

FROM: ROBERT LACHER



DATE: JUNE 23, 1999

SUBJECT: BID AWARD OF 1999.2000 MILK AND BREAD BIDS

Bids were opened for Milk and Bread on June 14, 1999, at 2:00 pm.

The milk bid will go to Cass Clay Creamery and the bread bid will go to Metz Baking Co.

Amount spent for:

Milk:	\$180,165.12
Bread:	\$ 25,502.90

Suggested Resolution: Move to approve the low bidders for the Milk and Bread bid
to: Cass Clay Creamery and Metz Baking Co.

1999-2000 BREAD BID SUMMARY

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>PAN-O-GOLD</u>	<u>METZ</u>
11,600 LVS	1 1/2 Lb. Bread, white slices per loaf = 21	<u>.89</u>	<u>.80</u>
2,360 LVS	1 1/2 Lb. Bread, whole wheat or rye slices per loaf = 21	<u>.95</u>	<u>.82</u>
3,890 DOZ	Coney Buns, sliced, bulk pack, standard length	<u>.90</u>	<u>.85</u>
24,600 DOZ	Hamburger buns, white/dark, plain/sesame seed, sliced, bulk pack 4".	<u>.90</u>	<u>.85</u>
500 LVS	French Bread, 1 lb.	<u>.95</u>	<u>.85</u>
2,910 DOZ	Footlong Buns, slice, bulk pack, 10"	<u>2.40/dz</u>	<u>1.30/8 ct</u>
13,905 DOZ	Tea Biscuits white/dark, dozen	<u>.85</u>	<u>.85</u>
4,925 DOZ	Steak Bun, plain/sesame seed 6" sliced, dozen	<u>1.34</u>	<u>1.40</u>
220 LVS	Texas Toast, 2#	<u>.99</u>	<u>.90</u>
2,950 DOZ	Bread Sticks, Bake and Serve, bulk pack 8"	<u>1.30/dz</u>	<u>1.08/dz</u>

1999-2000 MILK BID SUMMARY

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>CASS CLAY</u>	<u>BRIDGEMAN</u>
	1. Half Pint Size 3.25 White/per container	<u>.1495</u>	<u>NO BID</u>
	2. Half Pint Size 2.0% Butterfat White/per container	<u>.1440</u>	<u> </u>
	3. Half Pint Size Fat Free Milk/per container	<u>.1370</u>	<u> </u>
	4. Half Pint Size Fat Free Chocolate/per container	<u>.1582</u>	<u> </u>
	5. Half Pint Size NU-A Milk/per container	<u>.1495</u>	<u> </u>
	6. Fat Free Milk, Gallon	<u>1.95</u>	<u> </u>
	7. Homo Milk 1/2 Gallon	<u>1.18</u>	<u> </u>
	8. 2.0% Milk 1/2 Gallon	<u>1.14</u>	<u> </u>
	9. Quart, Buttermilk	<u>.57</u>	<u> </u>
	10. Quart, 2%	<u>.57</u>	<u> </u>
	11. Quart, Fat Free	<u>.48</u>	<u> </u>
	12. Pt. - Half & Half	<u>.44</u>	<u> </u>
	13. Pt. - Whipping Cream	<u>.92</u>	<u> </u>
	14. Qt. - Whipping Cream	<u>1.82</u>	<u> </u>
800	15. Shake Mix-Vanilla-1/2 Gallon	<u>1.55</u>	<u> </u>
1,900	16. Shake Mix-Chocolate-1/2 Gallon	<u>1.69</u>	<u> </u>
1,600 Bx	17. Novelties, 2 Dozen Per Box		
	A. Dixie Cups Ice Cream	<u>5.90</u>	<u> </u>
	Sherbet	<u>5.54</u>	<u> </u>
	B. Creme Freeze	<u>4.80</u>	<u> </u>
	C. Fudgesicles	<u>4.40</u>	<u> </u>
	D. Cheerios	<u>5.50</u>	<u> </u>
	E. Ice Cream Sandwiches	<u>6.10</u>	<u> </u>
	F. Drumsticks	<u>12.70</u>	<u> </u>

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>CASS CLAY</u>	<u>BRIDGEMAN</u>
	18. -5- Lb. Sour Cream	<u>4.95</u>	<u>NO BID</u>
	19. -5- 1b. Sour Cream-Fat Free	<u>4.95</u>	<u> </u>
	20. Lb. Butter A Parch	<u>1.75</u>	<u> </u>
	21. Lb. Butter Chip 90	<u>2.20</u>	<u> </u>
	22. Lb. Butter Tray Pak	<u>2.40</u>	<u> </u>
	23. -8- Lb. Butter Cups	<u>19.40</u>	<u> </u>
	24. -2- Lb. Rolled Butter	<u>3.50</u>	<u> </u>
100 BX	25. -5- Lb. Cottage Cheese, 2% lowfat	<u>4.90</u>	<u> </u>
255 BX	26. -5- Lb. Cottage Cheese, Fat Free	<u>4.90</u>	<u> </u>
	27. -5- Lb. American Cheese	<u>8.62</u>	<u> </u>
	28. -5- Lb. Cheddar Cheese	<u>9.25</u>	<u> </u>
	29. -5- Lb. Swiss Cheese	<u>N/A</u>	<u> </u>
	30. -5- Lb. Monterey Jack Cheese	<u>N/A</u>	<u> </u>
	31. -3- Lb. Cream Cheese	<u>4.40</u>	<u> </u>
	32. -36-1 Lb. Grade AA Butter	<u>63.00</u>	<u> </u>
	33. -5- Lb. Swiss American Cheese, sliced, 160 ct	<u>8.70</u>	<u> </u>
	34. -5- Lb. Yogurt, Lowfat, flavored	<u>5.50</u>	<u> </u>
	35. -8- Oz. Yogurt, Lowfat, flavored	<u>.45</u>	<u> </u>
30,000 CN	36. -6- Oz. Yogurt, Lowfat, flavored	<u>.29</u>	<u> </u>
	37. -6- Oz. 100% Apple Juice	<u>.18</u>	<u> </u>
	38. -6- Oz. 100% Orange Juice	<u>.17</u>	<u> </u>
Base Price if escalator clause proposed (per hundredweight). Adjusted for: 2% escalator clause attached.		<u>13.21</u>	<u> </u>

MEMO #: B00106

MEMO TO: DR. ANDERSON

FROM: BETH ASTRUP *B. Astrup*

DATE: JULY 12, 1999

SUBJECT: PAPER BID AWARD

Paper Bids were opened on June 14, 1999.

Awarded vendors meeting specifications are:

<u>Vendor</u>	<u>Cost</u>
Paper 101 Ankeny, IA	\$33,069.10
Unisource Fargo, ND	\$11,025.83
Pyramid School Tampa, FL	\$ 9,930.57
Cole Paper Fargo, ND	\$ 1,481.25
Dacotah Fargo, ND	\$ 398.31
TOTAL	\$55,905.06

Suggested Resolution: Move to approve vendors meeting specifications.

INDEPENDENT SCHOOL DISTRICT #152

School Board Meeting
Board Room - Townsite Centre
810 Fourth Avenue South

August 9, 1999

6:00 p.m. - School Board Work Session - Dr. Cliff Hooker
7:00 p.m. - School Board Meeting

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

ATTENDANCE:

Jim Cummings _____	James Hewitt _____
Stacey Foss _____	Carol A. Ladwig _____
Mark Gustafson _____	Kristine Thompson _____
Anton B. Hastad _____	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"
- E. Matters Presented by Citizens/Other Communications
(Non-Agenda Items)

SCHOOL BOARD AGENDA - August 9, 1999

PAGE 2

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. TEACHING/LEARNING MATTERS - Kovash

- (1) Acceptance of Grant - Pages 6-8
- (2) Acceptance of Gifts - Pages 9-10
- (3) Approval of Contract - Pages 11-15

B. SYSTEM SUPPORT MATTERS - Astrup

- (1) Approval of Change Orders - Pages 16-22

C. HUMAN RESOURCE MATTERS - Lacher

- (1) Approval of New Employees - Page 23
- (2) Acceptance of Resignations - Page 24
- (3) Approval of Family/Medical Leave - Page 25
- (4) Acceptance of Early Retirement - Page 26
- (5) Approval of Extended Leave of Absence - Page 27
- (6) Approval of Change in Contract - Page 28
- (7) Approval of Coaching Assignment - Page 29
- (8) Approval of Position Change - Page 30

D. SUPERINTENDENT MATTERS - Anderson

- (1) Approval of July 19, 1999 Minutes - Pages 31-37
- (2) Approval of August Claims

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

Moved by _____ Seconded by _____

Comments _____

SCHOOL BOARD AGENDA - August 9, 1999
PAGE 3

3. COMMITTEE REPORTS

4. SUPERINTENDENT SEARCH UPDATE: Foss

Dr. Cliff Hooker will provide an update on the superintendent search.

5. PUBLIC HEARING ON PROPOSED PROPERTY TAXES FOR TAXES PAYABLE
IN 2000: Lacher
Page 38

Suggested Resolution: Move to approve - Monday, December 6, 1999, 7 p.m. for the initial hearing. Monday, December 13, 1999, 7 p.m. for continuation if necessary. If the hearing is completed on December 6, 1999, will recommend adoption of final levy on Monday, December 13, 1999.

Moved by _____ Seconded by _____
Comments _____

6. GRANT APPLICATION PROCEDURES: Anderson
Pages 39-42

Suggested Resolution: Move to approve the process for grant application submission as attached.

Moved by _____ Seconded by _____
Comments _____

7. RESCIND THE PROPOSED LEASE OF EAST GATE: Lacher
Page 43

Suggested Resolution: Move to rescind the proposed lease agreement as set forth in paragraph 6 of the minutes of the school board on May 24, 1999, and to notify Van Raden Properties of this action.

Moved by _____ Seconded by _____
Comments _____

SCHOOL BOARD AGENDA - August 9, 1999
PAGE 4

8. **RED RIVER ALTERNATIVE LEARNING CENTER LEASE:** Lacher

Page 44

Suggested Resolution: Move to approve a lease for the Red River Area Learning Center from D & M Technologies, Inc., for \$95,690 for two years and any other fit-up costs necessary to accommodate the instructional program. This is subject to final review of lease by legal counsel and approval of Conditional Use Permit by the City of Moorhead.

Moved by _____ Seconded by _____

Comments _____

9. **MOORHEAD SENIOR HIGH MAJOR MAGNITUDE FIELD TRIP REQUESTS AND FUND RAISING ACTIVITIES:**

Anderson

Page 45

Suggested Resolution: Move to approve the Moorhead Senior High School major magnitude field trip requests and fund raising activities.

Moved by _____ Seconded by _____

Comments _____

10. **OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD**

11. **ADJOURNMENT**

SCHOOL BOARD AGENDA - August 9, 1999

PAGE 5

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Detention Center/ Shelter Care	Ongoing	Ongoing	Reg. Juv. Center
Outreach	Ongoing	Ongoing	Mhd. Sports Center
Summer Orchestra	8/16-8/20	Varies	MSH
District New Teacher Breakfast	August 23	7 am	MSH - Media Center
School Board	August 23	7 pm	Townsite
First Day to File for School Board Election	August 24		Townsite
F/M Chamber New Teacher Breakfast	August 24	7 am	Doublewood
Back-to-School Night	August 25	5:30-7 pm	Asp
K-12 Workshops	Aug. 25, 26, 30, 31		District-wide
Back-to-School Night	August 30	6:30-8 pm	MJH
Back-to-School Night	August 30	5:30-6:30 pm	Edison
Back-to-School Night	August 30	5:30-7 pm	Probstfield
Back-to-School Night	August 30	7 pm	Junior Alt. RRALC
Back-to-School Night	August 31	7 pm	MSH
Back-to-School Night	August 31	7 pm	Senior Alt. RRALC
First Day of School	September 1		
Labor Day	September 6		
Last Day to File for School Board Election	September 7		Townsite
School Board	September 13	7 pm	Townsite
Instr. and Curr. Adv. (ICAC)	September 17	7 am	Townsite
Back-to-School Night	September 16	7 pm	Riverside
Supt. Advisory Council	September 16	7 pm	Townsite
Washington Open House	September 20	6:30-7:30 pm	Washington
Policy Review Committee	September 20	7 pm	Townsite
Com. Ed. Adv. Council	September 21	7 pm	Townsite
School Board	September 27	7 pm	Townsite

MEMO #: I-00-033
TO: Dr. Bruce Anderson
FROM: Lynne Kovash *LK*
SUBJECT: Grant Acceptance
DATE: August 3, 1999

This district has received a \$3498.56 grant from Dakota Medical Foundation for purchasing school library health education materials at Moorhead High School. The materials will include print material, videos, CD Roms, and other teaching tools.

Suggested Resolution: Move to accept the grant as presented.

LAK/vtr
Attachment

GRANT AGREEMENT
by and between
DAKOTA MEDICAL FOUNDATION
and
MOORHEAD SENIOR HIGH SCHOOL

COPY

THIS AGREEMENT is effective June 28, 1999 by and between Dakota Medical Foundation and the MOORHEAD SENIOR HIGH SCHOOL (hereinafter referred to as Grantee).

WHEREAS, Dakota Medical Foundation exists to respond to health-related needs in its traditional service area, and to partner with area organizations to foster and support the development of programs and services which enable Dakota Medical Foundation to serve those needs; and

WHEREAS, Dakota Medical Foundation distributes these funds to applicants for the purpose of stimulating and encouraging the creation, or maintenance, of programs and provide for health improvement within the Dakota Medical Foundation service area; and

WHEREAS, the Grantee has applied to Dakota Medical Foundation for a grant; and

WHEREAS, the Dakota Medical Foundation Grants Review Committee and/or Board of Directors has found the Grantee's project to meet its established criteria; and

WHEREAS, Dakota Medical Foundation desires to assist the Grantee by awarding a grant; and

NOW, THEREFORE, BE IT RESOLVED, that Dakota Medical Foundation and the Grantee agree as follows:

I. GRANT AMOUNT

- A. Total Grant Amount. Dakota Medical Foundation shall pay to the Grantee or to the Grantee's fiscal agent, if applicable, a total grant amount of \$3498.56.

II. USE OF GRANT FUNDS

- A. Authorized Use of Grant Funds. The Grantee is authorized to use the grant funds only to carry out the project as described in the Grantee's application dated June 10, 1999 (hereinafter referred to as Exhibit A), which is incorporated into this agreement. Grant funds shall only be expended in accordance with the specifications and time frame contained in Exhibit A.
- B. Unauthorized Use of Grant Funds. Upon a finding by Dakota Medical Foundation that the Grantee:
1. has made an unauthorized use of grant funds; or
 2. received grant funds but failed to conduct the specified project within the time frame set forth, and upon a request by Dakota Medical Foundation for repayment, the Grantee agrees to promptly repay such amounts to Dakota Medical Foundation.

II. ACCOUNTING

- A. Accounts and Records. The Grantee agrees to establish and maintain accurate and complete accounts and records in relation to the receipt and expenditure of any and all grant funds for the project as set forth in Exhibit A.

These project accounts and records shall be retained by the Grantee from the effective date of this agreement and for at least three (3) years following the end of the grant project period.

- B. Audit. The project accounts and records of the Grantee shall be audited in the same manner as all other accounts and records of the Grantee are audited. The Grantee's project accounts and records may be audited and/or inspected on the Grantee's premises or otherwise by individuals or organizations designated and authorized by Dakota Medical Foundation at any time during the period specified in Section III, paragraph A. above.

IV. REPORTS

- A. Final Report. The Grantee shall submit to Dakota Medical Foundation a completed Grant Performance Report form and supporting requested information, including a financial report, for the project as described in Exhibit A at the following times:

1. A final report is due December 31, 1999 and will include:
 - a. *Copies of purchase orders/invoices*
 - b. *Material usage numbers*
 - c. *Student/staff response*

Dakota Medical Foundation shall evaluate the report to determine whether the grant funds were used in accordance with the provisions of this agreement and the project as described in Exhibit A. Dakota Medical Foundation shall evaluate the Grant Performance Report and financial report to determine that:

- a. the major tasks to be funded by the grant funds were complete; and
- b. the Grantee complied with the terms of this agreement.

- B. Authorized Agent. For purposes of administration of the reporting and compliance provisions of this agreement, Dakota Medical Foundation's authorized agent is Marjorie M. Nelson, Executive Director.

V. GENERAL CONDITIONS

- A. Grant Period. The grant period shall commence on the effective date of this agreement and shall be in force and effect until the completion of the project specified in Exhibit A. After the expiration of the grant period, all allocated grant funds which have not been expended or for which expenditures have not been committed by executed contract or purchase order shall revert to Dakota Medical Foundation.
- B. Termination. This grant agreement may be terminated by Dakota Medical Foundation at any time upon written notice to the Grantee if the Grantee fails to comply with one or more conditions of this agreement.
- C. Amendments. The terms of this agreement may be changed or modified by mutual agreement of the parties. Such amendments, changes, or modifications shall be effective only on the execution of written amendment(s) signed by Dakota Medical Foundation and the Grantee.
- D. Acknowledgment. The Grantee agrees that, whenever possible, Dakota Medical Foundation's funding should be acknowledged on all graphic material, programs and other publications related to the project. Oral acknowledgment should be given at any event for which there is no printed material and in any interview with the media.
- E. Binding Agreement and Assignment. Except as otherwise provided in the Grantee project described in Exhibit A, the Grantee shall perform with its own organization the project work provided for under this grant agreement and shall not assign, subcontract, sublet, or transfer any of the project work described in Exhibit A without receiving the express written consent of Dakota Medical Foundation. This Grant Agreement shall inure to the benefit of and be binding on Dakota Medical Foundation and the Grantee and its successors and assignees, if any.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed by their duly authorized representatives.

GRANTEE Karen Grant

By: Gene Boyle
(Authorizing Official)

Title: Principal MSHS

Date: 7/10/99

DAKOTA MEDICAL FOUNDATION

Marjorie M. Nelson
Marjorie M. Nelson, Executive Director

MEMO #: I-00-034
TO: Dr. Bruce Anderson
FROM: Lynne Kovash *LK*
SUBJECT: Gift Acceptance
DATE: August 3, 1999

This district has received a gift of \$630.00 from Riverside PTAC for purchase of a roller shape cutting machine with various shape dies to be used at Riverside School.

Suggested Resolution: Move to accept the gift as presented and direct that a letter of thanks be sent to the Riverside School PTAC.

LAK/vtr

MEMO #: I-00-032
TO: Dr. Bruce Anderson
FROM: Lynne Kovash *LK*
SUBJECT: Gift Acceptance
DATE: August 3, 1999

This district has received a gift of a Macintosh computer (with keyboard & monitor) from Jayne Welte-Fugere for use at Riverside Elementary School.

Suggested Resolution: Move to accept the Macintosh computer and direct that a letter of thanks be sent to Jayne Welte-Fugere.

LAK/vtr

MEMO #: I-00-036
TO: Dr. Bruce Anderson
FROM: Lynne Kovash *LK*
SUBJECT: Clerical Contract - Juvenile Center (1999-2000)
DATE: August 3, 1999

Attached are two copies of the contract for clerical services for the school program at the West Central Regional Juvenile Center for the 1999-2000 school year. The school district is responsible for one half of the costs or \$14,339.00 which the district will be billed for quarterly in the amount of \$3,584.75.

Suggested Resolution: Move to approve the contract as attached and return a signed copy to the West Central Regional Juvenile Center.

LAK/vtr
Attachments

JUL 14 1999

BARRY STEEN, Director
West Central Regional Juvenile Center
(218) 299-5150



July 12, 1999

Lynne Kovash
Townsite Centre
810 4th Ave So
Moorhead, MN 56560

Dear Lynne:

Enclosed, please find two copies of the contract for clerical services for the school program at the West Central Regional Juvenile Center for the 1999-2000 School Year.

There is a signature line for the school board chairperson. Also if administrative staff need to sign the agreement, feel free to add another signature line. We would like a signed copy returned to the Juvenile Center.

As before, we will bill the school district quarterly for one-half the cost of the clerical staff person. The cost breakdown this year is as follows:

Salary	\$22,194.00
FICA	\$1,376.00
Medicare	\$322.00
PERA	\$1,150.00
Insurance Benefits	\$3,636.00
TOTAL	\$28,678.00

The district's share is then \$14,339.00. Quarterly billings would be \$3,584.75.

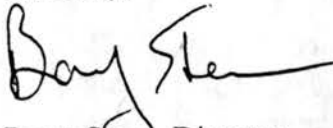
919 - 8th Avenue North
P.O. Box 280
Moorhead, Minnesota 56561-0280

12
An Equal Opportunity Employer
Printed on recycled paper

Lynne Kovash
Townsite Centre
Page 2

If you are in agreement with the terms of the contract, please sign both copies and return one to me. Also if you have any questions or are in need of further information, please let me know.
Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Barry Steen". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Barry Steen, Director
West Central Regional Juvenile Center

CC: Al Swedberg
Deb Pender

Enclosure

BARRY STEEN, Director
West Central Regional Juvenile Center
(218) 299-5150

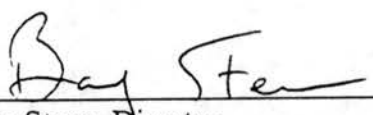


The following is an agreement between Independent School District #152, Moorhead and the West Central Regional Juvenile Center.

School District #152 agrees to purchase and the West Central Regional Juvenile Center agrees to provide, a secretary, on-site at the Juvenile Center. School District #152 agrees to pay 50% (20 hours) of the secretary's salary and fringe benefits.

The contract period of this agreement will be effective for July 1, 1999 through June 30, 2000. The cost for this service for the designated contract period will be \$14,339.00. The West Central Regional Juvenile Center will bill Independent School District #152 on a quarterly basis in the amount of \$3,584.75.

It is understood and agreed that if either party chooses to withdraw from this contract, it will give at least a thirty (30) day written notice to the other party. Otherwise this agreement will remain in effect from July 1, 1999 through June 30, 2000.



Barry Steen, Director
West Central Regional Juvenile Center

Date: 7-12-99

School Board Chairperson
Independent School District #152

Date: _____

BARRY STEEN, Director
West Central Regional Juvenile Center
(218) 299-5150

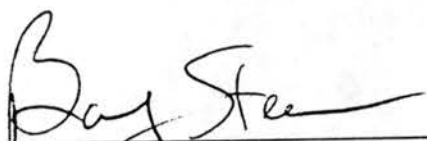


STATEMENT

Date 7-6-99

DESCRIPTION: Billing Statement for one-half of the cost of the School Secretary with the West Central Regional Juvenile Center. Billing period April, May and June 1999.

AMOUNT: \$3,394.75



Barry Steen, Director
West Central Regional Juvenile Center

Please Make Check Payable To: West Central Regional Juvenile Center
919 8th Ave. No.
P.O. Box 280
Moorhead, MN 56560

919 - 8th Avenue North
P.O. Box 280
Moorhead, Minnesota 56561-0280

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AUG 2 1999

MEMO #: B00113

MEMO TO: DR. ANDERSON

FROM: BETH ASTRUP *B. Astrup*

DATE: JULY 29, 1999

SUBJECT: CHANGE ORDER #1 - MOTORIZED GYM BLEACHERS

Complete finishing floor below bleachers to wall \$1650.00

Suggested Resolution: Move to approve Change Order #1 for complete finishing floor below bleachers to wall for an increase of \$1650.00.

CHANGE ORDER

JUL 29 1999

Project:	Motorized Gym Bleachers Senior High School Independent School District #152 Moorhead, Minnesota	Change Order No.:	01
		Project No.:	9801.12
		Contract For:	All Work
To:	School Specialty, Inc. 207 North Fifth Street - #301 Fargo, ND 58102	Contract Date:	March 17, 1999

You are authorized to make the following changes in this Contract:

Complete floor finish below bleachers to wall.	Add	\$ 1,650.00
--	-----	-------------

CONTRACT SUMMARY:	
Original Contract Sum.....	\$ 56,778.00
Net change by previous Change Orders.....	\$ 0.00
Contract Sum prior to this Change Order was.....	\$ 56,778.00
Contract Sum will be (increased) (decreased) by this Change Order.....	\$ 1,650.00
New Contract Sum including this Change Order will be.....	\$ 58,428.00
Contract Time will be (increased) ^{unchanged} (decreased) by.....	-0- Days

FOSS ASSOCIATES
Architecture & Interiors

<u>Contractor</u>		<u>Owner</u>
By <u>U. Omar</u>	<u>Jim Guly</u>	
Title <u>Architect</u>	Title <u>Estimator</u>	Title
Date <u>July 26, 1999</u>	Date <u>July 27, 1999</u>	Date

Foss Associates


Architecture &
Interiors

P. O. Box 306, Moorhead, Minnesota 56561
218-236-1202

MEMO #: B00118

MEMO TO: DR. ANDERSON

FROM: BETH ASTRUP

Beth Astrup 

DATE: AUGUST 4, 1999

SUBJECT: CHANGE ORDER #2 AND #3 - SR HIGH

Drop footing elevation due to unsatisfactory existing soil conditions. Add: \$2,240.00

Add 2 exit lights to Multipurpose Room #128. Add: \$ 888.00

Provide and install new oil & grease interceptor. Add: \$2,585.00

Suggested Resolution: Move to approve Change Order #2 and #3 for Sr High for an increase of \$5,713.00.

CHANGE ORDER

Project: Expansion and Remodeling Projects for
Robert Asp Middle School, Washington
Elementary, Probstfield Elementary,
Junior High and Senior High Schools
Independent School District No. 152
Moorhead, Minnesota

Change Order No.: 02

Project No.: 9801.07

Contract For: All Work

To: Roers' Construction, Inc.
4445 Second Avenue S.W.
Fargo, ND 58103

Contract Date: April 21, 1999

You are authorized to make the following changes in this Contract:

Moorhead Senior High School:

- | | | |
|--|-----|-------------|
| 1. RCI CM #1: Testing Company recommended footing elevation be dropped due to unsatisfactory existing soil conditions. | Add | \$ 2,240.00 |
| 2. RCI CM #5: Add 2 exit lights to Multipurpose Room #128. | Add | 888.00 |
| Total Add | | \$ 3,128.00 |

CONTRACT SUMMARY:


Original Contract Sum	\$ 3,624,300.00
Net change by previous Change Orders	\$ 5,340.00
Contract Sum prior to this Change Order was	\$ 3,629,640.00
Contract Sum will be (increased) (decreased) by this Change Order	\$ 3,128.00
New Contract Sum including this Change Order will be unchanged	\$ 3,632,768.00
Contract Time will be (increased) (decreased) by	-0- Days

FOSS ASSOCIATES
Architecture & Interiors

Roers' Construction, Inc.
Fargo, North Dakota
Contractor

Ind. School District No. 152
Moorhead, Minnesota
Owner


Title Project Manager


Title Accounting Director

Title _____

Date July 26, 1999

Date 7/29/99

Date _____

Foss Associates
Architecture &
Interiors

P. O. Box 306, Moorhead, Minnesota 56561
218-236-1202

CHANGE ORDER

Project: Expansion and Remodeling Projects for
Robert Asp Middle School, Washington
Elementary, Probstfield Elementary,
Junior High and Senior High Schools
Independent School District No. 152
Moorhead, Minnesota

Change Order No.: 03

Project No.: 9801.07

Contract For: All Work

To: Roers' Construction, Inc.
4445 Second Avenue S.W.
Fargo, ND 58103

Contract Date: April 21, 1999

You are authorized to make the following changes in this Contract:

Moorhead Senior High School:

Proposal Request No. 10: Provide and install new oil and grease interceptor
as indicated by HMH Change Proposal No. M-2.

Total Add \$ 2,585.00

CONTRACT SUMMARY:

Original Contract Sum..... \$ 3,624,300.00

Net change by previous Change Orders..... \$ 8,468.00

Contract Sum prior to this Change Order was..... \$ 3,632,768.00

Contract Sum will be (increased) ~~(decreased)~~ by this Change Order..... \$ 2,585.00

New Contract Sum including this Change Order will be..... \$ 3,635,353.00

Contract Time will be ~~(increased)~~ ~~(decreased)~~ unchanged by..... -0- Days

FOSS ASSOCIATES
Architecture & Interiors

Roers' Construction, Inc.
Fargo, North Dakota
Contractor

Ind. School District No. 152
Moorhead, Minnesota
Owner


Project Manager


Title Accounting Director

Title

Date July 26, 1999

Date 7/27/99

Date

Foss Associates

Architecture &
Interiors

P. O. Box 306, Moorhead, Minnesota 56561
218-236-1202

MEMO #: B00117

MEMO TO: DR. ANDERSON

FROM: BETH ASTRUP

Beth Astrup (Dfb)

DATE: AUGUST 4, 1999

SUBJECT: CHANGE ORDER #1 - WASHINGTON

Remove existing eyewash & floor drain in kitchen. Revise waste/vent piping for two existing lavs and drinking fountains. Add: \$ 935.00

Reroute electrical feeders in tunnel to allow new kitchen waste line to be connected to existing waste line in tunnel. Add: \$4,405.00

Suggested Resolution: Move to approve Change Order #1 for Washington School for an increase of \$5,340.00.

CHANGE ORDER

Project: Expansion and Remodeling Projects for
Robert Asp Middle School, Washington
Elementary, Probstfield Elementary,
Junior High and Senior High Schools
Independent School District No. 152
Moorhead, Minnesota

Change Order No.: 01

Project No.: 9801.06.

Contract For: All Work

To: Roers' Construction, Inc.
4445 Second Avenue S.W.
Fargo, ND 58103

Contract Date: April 21, 1999

You are authorized to make the following changes in this Contract:

Washington Elementary School:

1. Proposal Request No. 09: Remove existing eyewash and floor drain at Kitchen. Add \$ 935.00
Revise waste/vent piping for two existing lavs and drinking fountains.
 2. RCI CM #6: Reroute electrical feeders in tunnel to allow new Kitchen waste Add 4,405.00
line to be connected to existing waste line in tunnel.
- Total Add \$5,340.00

CONTRACT SUMMARY:

Original Contract Sum	\$ 3,624,300.00
Net change by previous Change Orders	\$ 0.00
Contract Sum prior to this Change Order was	\$ 3,624,300.00
Contract Sum will be (increased) (decreased) by this Change Order	\$ 5,340.00
New Contract Sum including this Change Order will be	\$ 3,629,640.00
<u>unchanged</u>	
Contract Time will be (increased) (decreased) by	-0- Days

FOSS ASSOCIATES
Architecture & Interiors

Roers' Construction, Inc.
Fargo, North Dakota
Contractor

Ind. School District No. 152
Moorhead, Minnesota
Owner



Project Manager



Title Accounting Director

Date July 26, 1999

Date 7/27/99

Title

Date

Foss Associates

Architecture &
Interiors

P. O. Box 306, Moorhead, Minnesota 56561
218-236-1202

MEMORANDUM P 99.249

TO: Dr. Bruce Anderson

FROM: Robert Lacher 

DATE: August 3, 1999

SUBJECT: New Employees

The administration requests approval of the employment of the following persons subject to satisfactory completion of federal, state, and school district statutes and requirements:

Jennifer Autumnstar	EBD Teacher, Washington Elementary, BA (0-6) \$25,000.00, effective for the 1999-2000 school year. (Replace Terry Haugstvedt)
Patricia Bayona	Spanish Immersion Teacher, Probstfield Elementary, BA (0-6) \$25,000, effective for the 1999-2000 school year. (New Position)
Heidi Hoffman	Social Teacher, Junior High, BA (0-6) \$25,000, effective for the 1999-2000 school year. (Replace Steve Morben)
Leslie Keplin	Social Teacher, Junior/Senior High, BA (0-6) \$17,850.00 (25000) .714 FTE, effective for the 1999-2000 school year. (Replace Tony Kunka & Roger Vettleson)
Timothy Nelson	Orchestra Teacher, Senior High, MA (7) \$30,596.00, effective for the 1999-2000 school year. (Replace Alisha Buttke)
Sarah Graning	5th Grade Teacher, Washington, BA (0-6) \$25,000.00, effective for the 1999-2000 school year. (Replace Jan Kapitan)
Shanon Lindberg	Community Education Senior Citizen's Coordinator, C 41 (5) \$14.01 per hour, Non-Aligned Contract, effective for the 1999-2000 school year. (Replace Jacki Karch)
Lenny Grindler	Custodian, Senior High, A12 (3) \$9.41 per hour, effective August 18, 1999. (Replace Wyman Adkins who replaced Shawn McFarland)

Suggested Resolution: Move to approve the employments as presented.

FL:sdh

MEMORANDUM

P 99.250

TO: Dr. Bruce Anderson

FROM: Robert Lacher



DATE: August 3, 1999

SUBJECT: Resignations


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

Thomas Fillipi	English Teacher, Senior High, effective immediately.
Joan Kempf	Special Education Teacher, Probstfield, effective immediately.
Judith Christofferson	ECSE Paraprofessional, Family Service Center, effective immediately.
Penny Wallace	PI Paraprofessional, Probstfield Elementary, effective immediately.
Carol Krabbenhoft	Principal's Secretary, Riverside Elementary, effective immediately.

Suggested Resolution: Move to accept the resignations as presented.

RL:sh

MEMORANDUM P 99.251

TO: Dr. Bruce Anderson
FROM: Robert Lacher 
DATE: August 3, 1999
SUBJECT: Family/Medical Leave

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

Heather Sand	SLD Teacher, Robert Asp, to begin on or about September 21, 1999 for eight (8) weeks
Kim Nelson	Grade 5 Teacher, Robert Asp, to begin August 25, 1999 for approximately 6-8 weeks.
Barb Schumacher	SLD Teacher, Probstfield Elementary, to extend her leave until November 1, 1999.
Janice Jenson	MMMI Paraprofessional, Probstfield Elementary, to begin August 25, 1999 until doctor releases her.

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

RL:sh

MEMORANDUM

P 99.252

TO: Dr. Bruce Anderson

FROM: Robert Lacher



DATE: August 3, 1999

SUBJECT: Early Retirement


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

Elaine Olson Principal's Secretary, Riverside Elementary, effective immediately.

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

RL:sh

MEMORANDUM P 99.253

TO: Dr. Bruce Anderson
FROM: Robert Lacher 
DATE: August 3, 1999
SUBJECT: Extended Leave of Absence

The administration requests approval for Extended Leave of Absence for the following person:

Sharon Nelson Grade 4 Teacher, Probstfield Elementary, to begin August 25, 1999 .

Suggested Resolution: Move to approve the Leave as presented.

RL:sdh

MEMORANDUM P 99.254

TO: Dr. Anderson

FROM: Robert Lacher 

DATE: August 3, 1999

SUBJECT: Change in Contract

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

Sheila Bjerke Principal's Secretary, A13 (9), Probstfield Elementary, to Registrar Secretary, B22 (6) \$10.78 per hour, Senior High, effective August 2, 1999.
(Replace Bev Ruud)

Julie Hanson Switchboard, B21 (6) , Senior High, to TSSI Secretary, B21 (6), \$10.43 per hour, 4 hours daily, Townsite Centre.
(New Position)

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

RL:sh

MEMORANDUM F 99.255

TO: Dr. Bruce Anderson

FROM: Robert Lacher



DATE: August 3, 1999

SUBJECT: Head Coach Hired

The administration requests approval of the employment of the following person subject to satisfactory completion of federal, state, and school district statutes and requirements:

James Kapitan

Head Girls Basketball Coach, 12.% (7) for the 1999-2000 season.
(Replace Kalan Malchow)

Suggested Resolution: Move to approve the coaching assignment as presented.

RL:sdh

MEMO #: I-00-038
TO: Dr. Bruce Anderson
FROM: Lynne Kovash *LK*
SUBJECT: Position Change
DATE: August 5, 1999

After discussion with Dan Markert and Gay Galles I am recommending the elimination of the current ten-month secretary position (A13) in the IMC at Moorhead High School.

The duties assigned to the existing IMC secretary will be covered by the combination of the two current Moorhead High School Media assistants. Both of these positions are nine-month and banded and graded A13. I am recommending that one of the Media Assistant positions be extended to ten-months to cover the summer duties of the current IMC secretary position.

I am also recommending that a that a nine-month (B22) Building Technician position be created to provide additional building level support for Moorhead High School. With 700 current work stations in place and 110 on order, it is impossible for the existing building tech to adequately complete all the required duties.

In addition, the building will be without the services of a two-thirds time Graduation Standards/Technology Integrationist position that was available to them last year. The need for responsive technical support is especially great at Moorhead High School since attendance is reported electronically from the classroom all seven periods of the day.

The added impact to the general fund will be approximately \$402.00 as a result of a shift from an A12 to B22 position

Suggested Resolution: Move to approve the elimination of the media secretary position at Moorhead High School and establish a Building Technician position.

LAK/vtr

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
JULY 19, 1999
PAGE 1

MEMBERS PRESENT: Jim Cummings, Stacey Foss, Anton B. Hastad, James Hewitt, Carol A. Ladwig, Kristine Thompson, and Dr. Bruce R. Anderson.

MEMBERS ABSENT: Mark Gustafson.

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

PREVIEW OF AGENDA: Superintendent Anderson recommended the agenda proceed as presented.

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

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: None.

ORGANIZATION OF THE SCHOOL BOARD:

Meeting Date, Time and Location - Thompson moved, seconded by Cummings, to set the regular meetings of the school board on the second and fourth Monday of each month at 7:00 p.m. in the Board Room of Townsite Centre or other specified locations. Motion carried 5-1; Hewitt dissenting.

School Board Compensation - Ladwig moved, seconded by Cummings, to set the board member compensation rate at \$550 per month. Motion carried 6-0.

Committee Appointments - Thompson moved, seconded by Ladwig, to approve the committee appointments for the 1999-2000 school year as follows:

DISTRICT-WIDE STANDING COMMITTEES:

Foss, Gustafson - Activities Council

Cummings, Thompson - Community Education Advisory Council

Hewitt, Thompson - District Student/Staff Assistance

REGULAR MEETING
BOARD OF EDUCATION
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TOWNSITE CENTRE
JULY 19, 1999
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Thompson, Cummings - Human Rights
Foss, Ladwig - Instruction & Curriculum Advisory (ICAC)
Ladwig, Cummings - Long Range Planning (LRP)
Ladwig, Hastad - Policy Review

ADMINISTRATIVE COMMITTEES:

Board Administrative Committees

Foss - ComNet
Ladwig, Cummings - Negotiations

District Administrative Committees:

Not Required - Calendar
Hewitt - Comprehensive Arts Planning (CAPP) :
Hastad - Continuing Education
Cummings - ECCE Advisory Council
Thompson - Global Exchange
Foss (Board Chair), Ladwig (Alt.) - Graduation Standards
Thompson - Indian Education
Foss - Sabbatical Leave
Ladwig - Safety Committee
Not Required - Staff Development
Each Member Rotate - Superintendent's Advisory Council
Not Required - Technology
Hewitt - Title I/Parent Involvement
Hewitt, Ladwig - Wellness

COMMUNITY COMMITTEES:

Board Community Committees

Cummings, Ladwig, Foss (Alt.) - Clay County Joint Powers Collaborative Board
Hewitt - Interagency Early Intervention
Foss, Hastad (Alt.) - Joint Powers
Hewitt, Cummings - LCSC Representative Assembly
Thompson - Learning Bank
Hewitt - Youth Advisory

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
JULY 19, 1999
PAGE 3

Adopt-A-School:

Hastad - Edison
Foss - Riverside
Cummings - Washington
Gustafson - Probstfield
Thompson - Asp
Hewitt - Junior High
Ladwig - Senior High

Foss requested all committee chairs be contacted regarding board membership and the distribution of meeting agendas and minutes to all board members during 1999-2000.

Motion carried 6-0.

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

Tuition Fees - Accept the policy, Tuition Fees (JECB), as presented.

Grants - Approve the Community Education Literacy grant in the amount of \$74,365 to provide ESL classes as part of an agreement with Clay County Social Services and Rural MN CEP to clients enrolled in the Functional Work Literacy Training.

Approve the Title I Private Equity Services grant in the amount of \$18,936.31 to be used to defray the non-instructional costs of serving non-public students.

Approve the Carl Perkins Technology grant in the amount of \$6,000 to be used to create a partnership with Pixels 3D Corporation that will foster technology growth and advanced opportunities for students and staff.

1999-2000 Minnesota Academic Excellence League Membership - Approve the Minnesota Academic Excellence League membership as presented.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
JULY 19, 1999
PAGE 4

Agreements - Approve the revised agreement with Lakeland Mental Health Center, Inc. as attached subject to approval by Clay County Social Services Department. The revised agreement is in the amount of \$369,364.62, an increase of \$42,380.64, for additional mental health service costs.

Approve the revised Clay County Department of Social Services agreement as attached contingent upon Clay County Social Services Board approval. The renewal agreement is in the amount of \$177,295.01, less \$140,764.12 of medical assistance dollars received from Lakeland Mental Health Center, Inc. for services provided and returned to ISD #152.

Gifts - Accept the gifts, total amount of \$6,530, for the 1999 School Safety Patrol/Minnesota Twins trip and F-M Red Hawks games, as follows: Moorhead American Legion Post 21 \$1,000; Moorhead Veteran's of Foreign Wars \$1000; Clay County Safety Council \$600; George Washington PTAC \$500; Robert Asp PTAC \$250; Thomas Edison PTAC \$500; Riverside PTAC \$500, Probstfield PTAC \$500; Auto Club Trust Fund \$150; Education Moorhead \$500; Hornbachers \$50; Ward Muscatell Automotive Group, Inc. \$75; John C. Arneson Agency \$150; Randy's Electric \$50; Vikingland Kiwanis \$250; Nitz Masonry \$50; St. Joseph's Home & School Association \$80; Moorhead Knights of Columbus \$300; and Moorhead Degree of Honor Protective \$25.

Accept the \$3,000 gift from Probstfield PTAC for library purchases and the \$200 gift from Cargill Community Scholarship Program to purchase materials for the Moorhead Senior High School Library.

Authorization of Procedures for Investment of Excess Funds - Approve the resolution granting authority and responsibility to invest excess funds in accordance with M.S. 118A.

Authorize Financial Transactions - Authorize the listed district personnel to make transactions on the listed accounts as presented.

Official Depositories - Designate the official depositories of Norwest Bank, Financial Northeastern, MN School District Liquid Asset Fund Plus, Merrill Lynch, Gibraltar Securities Co., Multibank Securities, Inc. and Hawley State Bank, Norwest-Minneapolis, and Depository Trust Corporation.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
JULY 19, 1999
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Authorizing Payment of Goods and Services - Approve the resolution providing authorization to make payment of goods and services in advance of board approval consistent with M.S. 123B.11, 123B.02 and 471.38.

Lease - Approve the lease for mentioned rooms in the First Presbyterian Church for \$500 per month from September 1999 through September 2000.

New Employees

Andrea Hovland - Sixth Grade, Robert Asp, MA (0-6) \$29,500, effective for the 1999-2000 school year.

Kristin Weiss - German Teacher, Senior/Junior, BA (0-6) \$25,000, effective for the 1999-2000 school year.

Jamie York - Title I Teacher, Robert Asp, BA (0-6) \$25,000.00, effective for the 1999-2000 school year.)

Sandra Zwach - Physical Therapy Teacher, District Wide, MA (0-6) \$29,500.00, effective for the 1999-2000 school year.

Terriann Muller-Dahlberg Immersion Teacher, Probstfield, MA+45 \$38,923.00, effective for the 1999-2000 school year.

Jaimie Snowden - Secondary Teacher, RRALC, BA (0-6) .75 FTE \$18,750.00, effective for the 1999-2000 school year.

Betsy Aafedt - Deaf/Hard of Hearing Teacher, Edison. BA (0-6) \$25,000, effective for the 1999-2000 school year.

Change in Contract

Bret Maughan - Physical Education Teacher, Senior High, .488 FTE to full time for the 1999-2000 school year.

Janelle Halverson - Music Teacher, Probstfield, .85 FTE to full time for the 1999-2000 school year.

Resignations

Paula Schulz - Math Teacher, Junior High, effective immediately.

Bert Strassburg - Orchestra Teacher, Junior High, effective immediately.

Julie Harstad - Paraprofessional, Probstfield, effective immediately.

Greg Salvevold - Paraprofessional, Senior High, effective immediately.

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JULY 19, 1999
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Family/Medical Leave

Nancy Krupich - IMC Secretary, Senior High, to begin approximately August 31, 1999 for six weeks.

Official Newspaper - Designate *The Forum* as the official newspaper for the 1999-2000 school year.

Legal Services - Authorize obtaining legal assistance on a time and materials basis.

Minnesota School Boards Association Membership - Approve the 1999-2000 membership in the amount of \$5,631.

Lakes Country Service Cooperative Service Agreement - Approve the 1999-2000 Lakes Country Service Cooperative service agreement as presented.

Minnesota State High School League Membership - Approve the resolution of membership for the 1999-2000 school year.

Minutes - Approve the June 14 and 28, 1999 minutes as presented.

Claims - Approve the July claims, subject to audit, in the amount of \$1,634,655.51.

General Fund:	\$827,504.48
Food Service:	32,145.88
Transportation:	18,895.70
Community Service:	23,831.97
Capital Expenditure	721,879.61
Townsite Centre:	10,397.87
TOTAL	\$1,634,655.51

Motion carried 6-0.

COMMITTEE REPORTS: No reports were heard.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
JULY 19, 1999
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ELECTION RESOLUTION: Hewitt moved, seconded by Cummings, to approve the Resolution Establishing Dates for Filing Affidavits of Candidacy for the November school board election. Motion carried 6-0.

DISTRICT ACCOUNTANT POSITION: Cummings moved, seconded by Ladwig, to approve the employment of Denice Sinner, District Accountant, C43 (6) \$37,503.72, Supervisor's Contract, effective August 16, 1999. Motion carried 6-0.

STORAGE BUILDING AT MAINTENANCE FACILITY SITE: Ladwig moved, seconded by Thompson, to reject all bids. Motion carried 6-0.

BID AWARD OF 1999-2000 MILK AND BREAD BIDS: Cummings moved, seconded by Hastad to approve the low bidders for milk and bread to Cass Clay Creamery and Metz Baking Co. Motion carried 6-0.

PAPER BID AWARD: Cummings moved, seconded by Ladwig, to approve vendors meeting specifications. Motion carried 6-0.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

Superintendent Anderson reported that the 1999-2000 school calendars were being mailed and commended Pam Enz on a job well done.

Chair Foss commented on receiving the MSBA *Timely Topics* (July 1999) brochure and notification that Charlotte Moe from Moorhead was a nominee for the 1999 Minnesota Teacher of the Year. The recognition luncheon will be held on October 17.

Chair Foss stated that Carol Ladwig, Jim Cummings, Jim Hewitt, and Kristine Thompson will attend the August 11-13 MSBA Summer Seminar in Bloomington.

ADJOURNMENT: Hearing no objections, the meeting adjourned at 7:56 p.m.

MEMO #: B99317

MEMO TO: DR. ANDERSON

FROM: ROBERT LACHER
BETH ASTRUP

Beth Astrup 

DATE: JUNE 23, 1999

SUBJECT: PUBLIC HEARING ON PROPOSED PROPERTY TAXES FOR TAXES
PAYABLE IN 2000


On or before September 30, 1999, we must certify our Proposed Property Tax Levy Payable 2000 to the County Auditor.

On or before August 10, 1999, the school board must certify to the County Auditor the dates selected for the Truth-in-Taxation hearing and continuation of hearing if necessary. Dates selected must not conflict with dates set for counties, December 2 and 20.

One or more days after the public hearing (or immediately following the continuation hearing if one is held) but no later than December 28, 1999, school districts must adopt their final payable 2000 Property Tax Levy.

Suggested Resolution: Move to approve - Monday, December 6, 1999, 7:00 pm for initial hearing. Monday, December 13, 1999, 7:00 pm for continuation if necessary.

If hearing is completed on December 6, 1999, will recommend adoption of final levy Monday, December 13, 1999.

MEMO #: I-00-035
TO: Dr. Bruce Anderson
FROM: Lynne Kovash 
SUBJECT: Grant Application Procedures
DATE: August 3, 1999

Attached is information regarding new procedures requiring prior approval for grant application submission. All district employees will use the new process prior to grant submission.

Suggested Resolution: Move to approve the process for grant application submission as attached.

LAK/vtr
Attachments

Moorhead Area Schools
INTENT TO APPLY FOR A GRANT TO AN OUTSIDE AGENCY
SEND TO THE OFFICE OF TEACHING AND LEARNING BEFORE SUBMITTING A GRANT

Please answer each of the questions briefly.

Proposal Title:

1. Briefly describe the purpose of the proposal.

2. What is your goal with this proposal and how does it fit into the district five year plan?

3. Does this proposal involve collaboration with other organizations? Describe the role of Moorhead Schools in the collaborative work.

4. Briefly describe the budget and the duration of the funding.

5. If long term funding will be required, explain how this issue will be addressed.

6. Describe matching funds, in kind requirements, technology needs, etc.

7. Staff and administration who have been involved in the grant. Please identify the person responsible for the grant in the district.

Submitted by: _____

- ☐ Approved
- ☐ Denied
- ☐ Pending

Lynne Kovash, Ass't Superintendent – Teaching & Learning

Date

cc: Superintendent

8/4/99

GUIDELINES FOR SUBMITTING A GRANT PROPOSAL

1. Only those grants that have had initial approval by the Office of Teaching & Learning shall be considered for acceptance.
2. Approval of the grant does not commit the district to long term funding.
3. Any personnel employed in the district as a result of this grant shall be hired and evaluated by building and/or district administrators.
4. The School Board will have final authority for approval of grants.

MEMO #: B00115

MEMO TO: DR. ANDERSON

FROM: BETH ASTRUP

Beth Astrup 

DATE: AUGUST 2, 1999

SUBJECT: RESCIND THE PROPOSED LEASE OF EAST GATE

On May 24, 1999, the school board approved developing a lease for property owned by Van Raden Properties for educational usage. The amount of monthly rental payments to be paid was not agreed, and a lease agreement was not signed by Van Raden Properties and the school district.

Suggested Resolution: Move to rescind the proposed lease agreement as set forth in paragraph 6 of the minutes of the school board on May 24, 1999, and to notify Van Raden Properties of this action.

MEMO #: B00114

MEMO TO: DR. ANDERSON

FROM: BETH ASTRUP

Beth Astrup 

DATE: AUGUST 2, 1999

SUBJECT: RED RIVER AREA LEARNING CENTER LEASE

The proposed lease from D & M Technologies, Inc., at 1100 32nd Ave. So. is attached. The lease is for approximately 6600 sq. ft. for 2 years. The proposed lease calls for a monthly lease payment of \$3987.00 or \$95,690.00 for the 2 year period (utilities are included.)

Suggested Resolution: Move to approve a lease for the Red River Area Learning Center from D & M Technologies, Inc., for \$95,690.00 for 2 years and any other fit up costs necessary to accommodate the instructional program. This is subject to final review of lease by legal council and approval of Conditional Use Permit by the City of Moorhead.

MEMO #: I-00-037
TO: Dr. Bruce Anderson
FROM: Lynne Kovash *LK*
SUBJECT: Major Magnitude Field Trips & Fund Raising Requests
DATE: August 4, 1999

The School Board has reviewed information regarding the field trips listed below and accompanying fund raising requests.

1. MHS Band to attend Musical at Chanhassen Dinner Theatre in Minneapolis on December 4, 1999.
2. MHS Wind Ensemble to attend Gateway Music Festival in Chicago, Illinois from April 27 – May 1, 2000.
3. MHS Wind Ensemble to attend Gateway Music Festival in Honolulu, Hawaii from March 21 – March 26, 2001.
4. MHS Orchestra to attend the St. Paul Chamber Orchestra Performance on October 29 – 30, 1999 in St. Paul, MN.
5. MHS Choir ensembles to perform in festival competition in Minneapolis from March 4 – 7, 2000.
6. Spanish Student trip to Mexico arranged by International Student Experiences in the spring of 2000.
7. Student Council Planning Retreat to Many Point Scout Camp on September 5 – 6, 1999.
8. Journalism students to attend National Scholastic Press Association conference in Anaheim, CA on April 6 – 9, 2000.
9. French Club trip to France in June, 2001.

Suggested Resolution: Move to approve the major magnitude field trip requests and fund raising activities.

LAK/vtr

INDEPENDENT SCHOOL DISTRICT #152

School Board Meeting
Board Room - Townsite Centre
810 Fourth Avenue South

August 23, 1999

7:00 p.m.

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

ATTENDANCE:

Jim Cummings _____	James Hewitt _____
Stacey Foss _____	Carol A. Ladwig _____
Mark Gustafson _____	Kristine Thompson _____
Anton B. Hastad _____	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. 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

S.M.G. BOB
Min
8-23-99

SCHOOL BOARD AGENDA - August 23, 1999

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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. TEACHING/LEARNING MATTERS - Kovash

B. SYSTEM SUPPORT MATTERS - Astrup

- (1) Approval of Change Orders - Pages 5-13
- (2) Acceptance of Grant - Pages 14-19

C. HUMAN RESOURCE MATTERS- Lacher

- (1) Approval of New Employees - Page 20
- (2) Acceptance of Resignations - Page 21
- (3) Approval of Leave of Absence - Page 22
- (4) Approval of Family/Medical Leave - Page 23
- (5) Approval of Change in Contract - Page 24

D. SUPERINTENDENT MATTERS - Anderson

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

Moved by _____ Seconded by _____

Comments _____

3. **COMMITTEE REPORTS**

4. **WASHINGTON PRINCIPALSHIP:** Anderson

Page 25

Suggested Resolution: Move to employ Pamela S. Becker as the George Washington Elementary Principal effective August 24, 1999 at an annualized salary of \$68,122 as identified on Step 8, D63 of the 1999-2000 Principals' Salary Schedule.

Moved by _____ Seconded by _____

Comments _____

SCHOOL BOARD AGENDA - August 23, 1999
PAGE 3

4. **K-6 BUILDING PROFILES**: Kovash
Page 26

Review of the elementary building profiles.

5. **CONSTRUCTION PROJECT PROGRESS REPORT**: Astrup
Pages 27-32

6. **SUMMER PROGRAMS**: Kovash
Page 33

The following summer programs will be reviewed:

- * Alternative Education - Deb Pender
- * Excel - Pat King
- * Extended School Year - Jackie Migler
- * Migrant - Scott Matheson
- * Junior High - Steve Morben

7. **GRADUATION STANDARDS IMPLEMENTATION MANUAL**: Kovash
Pages 34-38

Suggested Resolution: Move to approve the amendments to the Graduation Standards Implementation Manual and direct administration to send the attached amendments to the Commissioner of the Department of Children, Families & Learning.

Moved by _____ Seconded by _____
Comments _____

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

SCHOOL BOARD AGENDA - August 23, 1999

PAGE 4

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
First Day to File for School Board Election	August 24		Townsite
F/M Chamber New Teacher Breakfast	August 24	7 am	Doublewood
Back-to-School Night	August 25	5:30-7 pm	Asp
K-12 Workshops	Aug. 25, 26, 30, 31		District-wide
Back-to-School Night	August 30	6:30-8 pm	MJH
Back-to-School Night	August 30	5:30-6:30 pm	Edison
Back-to-School Night	August 30	5:30-7 pm	Probstfield
Back-to-School Night	August 30	5:30-7 pm	Riverside
Back-to-School Night	August 30	7 pm	Junior Alt. RRALC
Back-to-School Night	August 31	7 pm	MSH
Back-to-School Night	August 31	7 pm	Senior Alt. RRALC
First Day of School	September 1		
Labor Day	September 6		
Last Day to File for School Board Election	September 7		Townsite
School Board	September 13	7 pm	Townsite
Instr. and Curr. Adv. (ICAC)	September 17	7 am	Townsite
Supt. Advisory Council	September 16	7 pm	Townsite
Washington Open House	September 20	6:30-7:30 pm	Washington
Policy Review Committee	September 20	7 pm	Townsite
Com. Ed. Adv. Council	September 21	7 pm	Townsite
School Board	September 27	7 pm	Townsite
School Board	October 11	7 pm	Townsite
Long Range Planning Com.	October 12	3:45 pm	Townsite
Policy Review Committee	October 18	7 pm	Townsite
Supt. Advisory Council	October 21	7 pm	Townsite
MEA October 21 & 22			
School Board	October 25	7 pm	Townsite
Instr. and Curr. Adv. (ICAC)	October 28	7 am	Townsite

MEMO #: B00120

MEMO TO: DR. ANDERSON

FROM: BETH ASTRUP *B. Astrup*

DATE: AUGUST 17, 1999

SUBJECT: CHANGE ORDERS #4 & #8 FOR JUNIOR HIGH SCHOOL

Provide condensate line revisions. Add: \$ 869.00

Provide modifications to comply with ADA requirements
and furnish a changing room. Add: \$11,645.00

Suggested Resolution: Move to approve Change Orders #4 and #8 for Junior High School for an increase of \$12,514.00.

CHANGE ORDER

120

Project:	Expansion and Remodeling Projects for Robert Asp Middle School, Washington Elementary, Probstfield Elementary, Junior High and Senior High Schools Independent School District No. 152 Moorhead, Minnesota	Change Order No.:	04
		Project No.:	9702.15, 9801.06, 9801.07, 9801.08, 9801.09
To:	Roers' Construction, Inc. 4445 Second Avenue S.W. Fargo, ND 58103	Contract For:	All Work
		Contract Date:	April 21, 1999

You are authorized to make the following changes in this Contract:

Moorhead Junior High School:

Proposal Requests No. 2 and No. 7: Provide condensate line revisions. Add \$ 869.00

CONTRACT SUMMARY:


Original Contract Sum	\$ 3,624,300.00
Net change by previous Change Orders	\$ 11,053.00
Contract Sum prior to this Change Order was	\$ 3,635,353.00
Contract Sum will be (increased) (decreased) by this Change Order	\$ 869.00
New Contract Sum including this Change Order will be	\$ 3,636,222.00
unchanged	
Contract Time will be (increased) (decreased) by	-0- Days

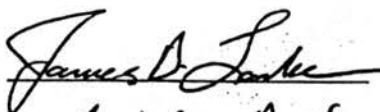
FOSS ASSOCIATES
Architecture & Interiors

Roers' Construction, Inc.
Fargo, North Dakota
Contractor

Ind. School District No. 152
Moorhead, Minnesota
Owner

By





Title Project Manager

Title Accounting Director

Title

Date August 6, 1999

Date 8/8/99

Date

Foss Associates

Architecture &
Interiors

P. O. Box 306, Moorhead, Minnesota 56561
218-236-1202

CHANGE ORDER

Project: Expansion and Remodeling Projects for
Robert Asp Middle School, Washington
Elementary, Probstfield Elementary,
Junior High and Senior High Schools
Independent School District No. 152
Moorhead, Minnesota

Change Order No.: 08

Project No.: 9702.15, 9801.06,
9801.07, 9801.08, 9801.09

To: Roers' Construction, Inc.
4445 Second Avenue S.W.
Fargo, ND 58103

Contract For: All Work

Contract Date: April 21, 1999

You are authorized to make the following changes in this Contract:

Junior High School:

Contractor's C.M. #16: Provide modifications to comply with ADA requirements and furnish a Changing Room. This is in lieu of modifications originally planned for Room #135.

Add ~~\$11,423.00~~
11,645.00

ck

CONTRACT SUMMARY:

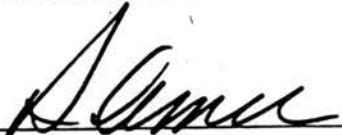
Original Contract Sum	\$ 3,624,300.00
Net change by previous Change Orders	\$ 17,302.00
Contract Sum prior to this Change Order was	\$ 3,641,602.00
Contract Sum will be (increased) (decreased) by this Change Order	\$ 11,423.00 11,645.00
New Contract Sum including this Change Order will be	\$ 3,653,025.00 3,653,247.00
Contract Time will be (increased) (decreased) by	-0- Days

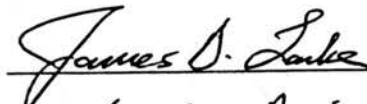
FOSS ASSOCIATES
Architecture & Interiors

Roers' Construction, Inc.
Fargo, North Dakota
Contractor

Ind. School District No. 152
Moorhead, Minnesota
Owner

By





Title Project Manager

Title Accounting Director

Title

Date August 6, 1999

Date 8/9

Date

Foss Associates

Architecture &
Interiors

P. O. Box 306, Moorhead, Minnesota 56561
218-236-1202

MEMO #: B00121

MEMO TO: DR. ANDERSON

FROM: BETH ASTRUP *B Astrup*

DATE: AUGUST 17, 1999

SUBJECT: CHANGE ORDER #5 - WASHINGTON

Provide code modifications. Add: \$2,511.00

Provide ceiling & ductwork modifications due to existing
conditions at new kitchen area. Add: \$3,861.00

Suggested Resolution: Move to approve Change Order #5 for Washington for an
increase of: \$6,372.00

CHANGE ORDER

121

Project:	Expansion and Remodeling Projects for Robert Asp Middle School, Washington Elementary, Probstfield Elementary, Junior High and Senior High Schools Independent School District No. 152 Moorhead, Minnesota	Change Order No.:	05
To:	Roers' Construction, Inc. 4445 Second Avenue S.W. Fargo, ND 58103	Project No.:	9702.15, 9801.06, 9801.07, 9801.08, 9801.09
		Contract For:	All Work
		Contract Date:	April 21, 1999

You are authorized to make the following changes in this Contract:

Washington Elementary School:

Proposal Request No. 5: Provide plan modifications as directed by State of Minnesota final plan review for code compliance.	Add	\$ 2,511.00
Proposal Request No. 11: Provide ceiling and ductwork modifications due to existing conditions at new Kitchen area.	Add	3,861.00
	Total Add	\$ 6,372.00



CONTRACT SUMMARY:

Original Contract Sum	\$ 3,624,300.00
Net change by previous Change Orders	\$ 11,922.00
Contract Sum prior to this Change Order was	\$ 3,636,222.00
Contract Sum will be (increased) (decreased) by this Change Order	\$ 6,372.00
New Contract Sum including this Change Order will be unchanged	\$ 3,642,594.00
Contract Time will be (increased) (decreased) by	-0- Days

FOSS ASSOCIATES
Architecture & Interiors

Roers' Construction, Inc.
Fargo, North Dakota
Contractor

Ind. School District No. 152
Moorhead, Minnesota
Owner

By 	By 	
Title <u>Project Manager</u>	Title <u>Accounting Director</u>	Title _____
Date <u>August 6, 1999</u>	Date <u>8/2/99</u>	Date _____

Foss Associates

Architecture &
Interiors

P. O. Box 306, Moorhead, Minnesota 56561
218-236-1202

MEMO #: B00122

MEMO TO: DR. ANDERSON

FROM: BETH ASTRUP *B. Astrup*

DATE: AUGUST 17, 1999

SUBJECT: CHANGE ORDER #6 - PROBSTFIELD

Provide code modifications. Deduct: \$2,287.00

Suggested Resolution: Move to approve Change Order #6 for Probstfield for a deduct of: \$2,287.00.

CHANGE ORDER

122

Project: Expansion and Remodeling Projects for
Robert Asp Middle School, Washington
Elementary, Probstfield Elementary,
Junior High and Senior High Schools
Independent School District No. 152
Moorhead, Minnesota

Change Order No.: 06

Project No.: 9702.15, 9801.06,
9801.07, 9801.08, 9801.09

To: Roers' Construction, Inc.
4445 Second Avenue S.W.
Fargo, ND 58103

Contract For: All Work

Contract Date: April 21, 1999

You are authorized to make the following changes in this Contract:

Probstfield Elementary School:

Proposal Request No. 8: Provide code modifications as directed by
State of Minnesota final plan review.

Deduct (\$ 2,287.00)

CONTRACT SUMMARY:

Original Contract Sum..... \$ 3,624,300.00

Net change by previous Change Orders..... \$ 18,294.00

Contract Sum prior to this Change Order was..... \$ 3,642,594.00

Contract Sum will be ~~(increased)~~ (decreased) by this Change Order..... \$ (2,287.00)

New Contract Sum including this Change Order will be..... \$ 3,640,307.00

Contract Time will be ~~(increased)~~ (decreased) by..... -0- Days

FOSS ASSOCIATES
Architecture & Interiors

Roers' Construction, Inc.
Fargo, North Dakota
Contractor

Ind. School District No. 152
Moorhead, Minnesota
Owner

By [Signature] Title Project Manager

By [Signature] Title Accounting Director

Date August 6, 1999 Date 8/9/99

Foss Associates
Architecture &
Interiors

P. O. Box 306, Moorhead, Minnesota 56561
218-236-1202

MEMO #: B00123

MEMO TO: DR. ANDERSON

FROM: BETH ASTRUP 

DATE: AUGUST 17, 1999

SUBJECT: CHANGE ORDER #7 - ASP

Provide code modifications. Add: \$844.00

Add masonry chase at Room 103 to conceal
mechanical piping. Add: \$451.00

Suggested Resolution: Move to approve Change Order #7 for ASP for an increase of:
\$1,295.00.

CHANGE ORDER

123

Project:	Expansion and Remodeling Projects for Robert Asp Middle School, Washington Elementary, Probstfield Elementary, Junior High and Senior High Schools Independent School District No. 152 Moorhead, Minnesota	Change Order No.:	07
To:	Roers' Construction, Inc. 4445 Second Avenue S.W. Fargo, ND 58103	Project No.:	9702.15, 9801.06, 9801.07, 9801.08, 9801.09
		Contract For:	All Work
		Contract Date:	April 21, 1999

You are authorized to make the following changes in this Contract:

Robert Asp Middle School:

Proposal Request No. 4: Provide code modifications as directed by State of Minnesota final plan review.	Add \$	844.00
Contractor's C.M. #17: Add masonry chase at Room 103 to conceal mechanical piping.	Add	451.00
	Total Add	\$ 1,295.00

CONTRACT SUMMARY:

Original Contract Sum.....	\$	3,624,300.00
Net change by previous Change Orders.....	\$	16,007.00
Contract Sum prior to this Change Order was.....	\$	3,640,307.00
Contract Sum will be (increased) (decreased) by this Change Order.....	\$	1,295.00
New Contract Sum including this Change Order will be.....	\$	3,641,602.00
Contract Time will be (increased) (decreased) by.....	-0-	Days

FOSS ASSOCIATES
Architecture & Interiors

Roers' Construction, Inc.
Fargo, North Dakota
Contractor

Ind. School District No. 152
Moorhead, Minnesota
Owner

By <u>[Signature]</u>	<u>James D. Loken</u>	
Title <u>Project Manager</u>	Title <u>Accounting Director</u>	Title
Date <u>August 6, 1999</u>	Date <u>8/2/99</u>	Date

Foss Associates

Architecture &
Interiors

P. O. Box 306, Moorhead, Minnesota 56561
218-236-1202

MEMO #: B00124

MEMO TO: DR. ANDERSON

FROM: BETH ASTRUP *B Astrup*

DATE: AUGUST 17, 1999

SUBJECT: GRANT ACCEPTANCE

The district has received a \$4450.00 grant from the State of Minnesota. The grant is for funding the purchase of a specialized personnel lift. The lift has a special base which enables it to be used in areas of sloped or uneven floors and around fastened seating.

Suggested Resolution: Move to accept grant as presented.

443 Lafayette Road North
St. Paul, Minnesota 55155
www.doli.state.mn.us



651-296-6107
TTY: 651-297-4198
1-800-DIAL-DLI

June 28, 1999

Mr. Orv Kaste
ISD 152
1304 North 15 Avenue
Moorhead, MN 56560

Dear Mr. Kaste:

Enclosed are your Safety Abatement Grant Contracts. Please sign your name in Box 1, page 4, of both contracts. Space has been made available for more than one signature, but only one signature is required.

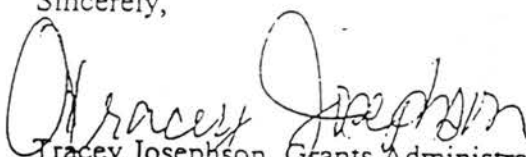
When you have signed both contracts, please return them immediately to the Workplace Safety Consultation Division. Upon receipt, they will be sent to the Commissioner's office for approval and then forwarded to the Attorney General's office. A completed copy will be sent to you for your records.

All receipts for purchases must be dated after the contract's listed effective date. Receipts and invoices dated prior to the contract's start date will not be covered by the grant.

A Certificate of Completion form will be mailed to you with your approved contract. After completion of your project, please submit your requests for reimbursement according to the instructions on the Certificate of Completion form.

If you have questions, please contact me at (651) 215-1097.

Sincerely,


Tracey Josephson, Grants Administrator
Workplace Safety Consultation Division

Enclosures

STATE OF MINNESOTA

GRANT CONTRACT

State Accounting Information:

Agency: B42	Fiscal Year: 2000	Vendor Number: 009152000-00
Total Amount of Contract: \$4,450	Amount of Contract First FY:	
Commodity Code:	Commodity Code:	Commodity Code:
Object Code: 5C00	Object Code:	Object Code:
Amount: \$4,450	Amount:	Amount:

Accounting Distribution 1:	Accounting Distribution 2:	Accounting Distribution 3:
Fund: 320	Fund:	Fund:
Appr: ARS	Appr:	Appr:
Org/Sub: 3800	Org/Sub:	Org/Sub:
Rept Catg:	Rept Catg:	Rept Catg:
Amount: \$4,450	Amount:	Amount:

Processing Information: (Some entries may not apply.)

Requisition:

38-400 6/28/99 JJ
Number/Date/Entry Initials

Begin Date: _____ End Date: _____

Solicitation:

Number/Date/Entry Initials

Contract:

99/4-075

Number/Date/Entry Initials

Order:

Number/Date/Signature

(Individual signing certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.)

NOTICE TO GRANTEE: GRANTEE is required by Minn. Stat. § 270.66 to provide your social security number or federal employer tax identification number and Minnesota tax identification number if you do business with the State of Minnesota. This information may be used in the enforcement of federal and state tax laws. Supplying these numbers could result in action requiring GRANTEE to file state tax returns and pay delinquent state tax liabilities, if any. This grant contract will not be approved unless these numbers are provided. These numbers will be available to federal and state tax authorities and state personnel involved in approving the grant contract and the payment of state obligations.

Grantee Name and Address:

ISD 152

1304 North 15 Avenue

Moorhead, MN 56560

Soc. Sec. or Federal Employer I.D. No. 41-6008721

Minnesota Tax I.D. No. (if applicable) 8033594

THIS PAGE OF THE GRANT CONTRACT CONTAINS PRIVATE INFORMATION. EXCEPT AS DEFINED ABOVE, THIS PAGE SHOULD NOT BE REPRODUCED OR DISTRIBUTED EXTERNALLY WITHOUT EXPRESS WRITTEN PERMISSION OF THE GRANTEE.

If you circulate this Grant Contract internally, only offices that require access to the tax identification number AND any individuals/offices signing this Grant Contract should have access to this page

THIS Grant Contract, and amendments and supplements thereto, is between the State of Minnesota, acting through its Department of Labor and Industry, Occupational Safety and Health Consultation Division (hereinafter "STATE") and ISD 152 (hereinafter "GRANTEE"), an independent contractor, not an employee of the State of Minnesota, address 1304 North 15 Avenue, Moorhead, MN 56560. WHEREAS, the STATE, pursuant to Minn. Stat. § 79.253 is empowered to Make grants, and WHEREAS, The State deems the performance of the safety project hereunder to be important to the safety of workers, and WHEREAS, GRANTEE represents that it is duly qualified and willing to perform the services set forth herein, NOW, THEREFORE, it is agreed:

- I. GRANTEE'S DUTIES (Attach additional page if necessary, which is incorporated by reference and made a part of this agreement.) GRANTEE shall:

Purchase a lift

II. CONSIDERATION AND TERMS OF PAYMENT:

- A. CONSIDERATION: Consideration for all services performed by GRANTEE pursuant to this grant contract shall be paid by the STATE as follows:

1. COMPENSATION: Compensation in an amount not to exceed \$ 4,450, based on the following computation: per vendor quotes
2. MATCHING REQUIREMENTS: (If applicable.) GRANTEE certifies that the following matching requirement for the Grant will be met by GRANTEE.

Dollar for dollar up to \$10,000
3. REIMBURSEMENT: Reimbursement for travel and subsistence expenses actually and necessarily incurred by GRANTEE in performance of this Grant Contract in an amount not to exceed N/A dollars (\$ N/A); provided that GRANTEE shall be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan," promulgated by the Commissioner of Employee Relations. The GRANTEE shall not be reimbursed for travel and subsistence expense incurred outside the State of Minnesota unless it has received prior written approval for such out-of-state travel from the STATE.

THE TOTAL OBLIGATION OF THE STATE FOR ALL COMPENSATION AND REIMBURSEMENTS TO GRANTEE SHALL NOT EXCEED:

Four thousand four hundred fifty dollars (\$ 4,450).

B. TERMS OF PAYMENT

1. INVOICE: Payments shall be made by the STATE promptly after GRANTEE's presentation of invoices for services performed and acceptance of such services by the STATE's Authorized Representative pursuant to Clause VI. Invoices shall be submitted in a form prescribed by the STATE and according to the following schedule:

Final invoice upon project completion
2. FEDERAL FUNDS: (When applicable.) Payments are to be made from federal funds obtained by the STATE through Title N/A of the (Public law Act of and amendments thereto). If at any time such funds become unavailable, this Grant Contract shall be terminated immediately upon written notice of such fact by the STATE to the GRANTEE. In the event of such termination, GRANTEE shall be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

- III. CONDITIONS OF PAYMENT: All services provided by the GRANTEE pursuant to this Grant Contract shall be performed to the satisfaction of the STATE, as determined at the sole discretion of its Authorized Representative, and in accord with all applicable federal, state and local laws, ordinances, rules and regulations. The GRANTEE shall not receive payment for work found by the STATE to be unsatisfactory or performed in violation of federal, state or local law, ordinance, rule or regulation.

- IV. TERMS OF CONTRACT: This Grant Contract shall be effective on , or upon the date that the final required signature is obtained by the STATE, pursuant to Minn. Stat. § 16C.05, Subd. 2, whichever occurs later, and shall remain in effect until , or until all obligations set forth in this Grant Contract have been satisfactorily fulfilled, whichever occurs first. The GRANTEE understands that NO work should begin under this Grant Contract until ALL required signatures have been obtained and GRANTEE is notified to begin work by the STATE's Authorized Representative.

- V. CANCELLATION: This Grant Contract may be canceled by the STATE or GRANTEE at any time, with or without cause, upon thirty (30) days' written notice to the other party. In the event of such a cancellation, GRANTEE shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed. Also, in the event of such a cancellation, the STATE shall be entitled to repayment, determined on a rata basis, of any funds initially advanced by the STATE to the GRANTEE.

The STATE may cancel this Grant Contract immediately if the STATE finds that there has been a failure to comply with the provisions of this Grant Contract that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled, the STATE may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

- VI. STATE'S AUTHORIZED REPRESENTATIVE: The STATE's Authorized Representative for the purposes of administration of this Grant Contract is James Collins, OMT Director. Such representative shall have final authority for acceptance of GRANTEE's services and if such services are accepted as satisfactory, shall so certify on each invoice submitted pursuant to clause II, paragraph B. The GRANTEE's Authorized Representative for purposes of administration of this grant contract is Orv Kaste. The GRANTEE's Authorized Representative shall have full authority to represent GRANTEE in its fulfillment of the terms, conditions and requirements of this Grant Contract.
- VII. ASSIGNMENT: GRANTEE shall neither assign nor transfer any rights or obligations under this Grant Contract without the prior written consent of the STATE.
- VIII. AMENDMENTS: Any amendments to this Grant Contract shall be in writing and shall be executed by the same parties who executed the original Grant Contract or their successors in office.
- IX. LIABILITY: GRANTEE shall indemnify, save, and hold the STATE, its representatives and employees, harmless from any and all claims or causes of action, including all attorneys' fees incurred by the STATE, arising from the performance of this Grant Contract by GRANTEE or GRANTEE's agents or employees. This clause shall not be construed to bar any legal remedies GRANTEE may have for the STATE's failure to fulfill its obligations pursuant to this Grant Contract.
- X. STATE AUDITS: The books, records, documents, and accounting procedures and practices of the GRANTEE relevant to this Grant Contract shall be subject to examination by the contracting department and the Legislative Auditor.
- XI. DATA PRACTICES ACT: The GRANTEE shall comply with the Minnesota Data Practices Act as it applies to all data provided by the STATE in accordance with this grant contract and as it applies to all data created, gathered, generated or acquired in accordance with this Grant Contract.
- XII. OWNERSHIP OF MATERIALS AND INTELLECTUAL PROPERTY RIGHTS:
- A. The STATE shall own all rights, title and interest in all of the materials conceived or created by the GRANTEE, or its employees or subgrantees, either individually or jointly with others and which arise out of the performance of and are paid for under this Grant Contract, including any inventions, reports, studies, designs, drawings, specifications, notes, documents, software and documentation, computer based training modules, electronically, magnetically or digitally recorded material, and other work in whatever form ("MATERIALS").
- The GRANTEE hereby assigns to the STATE all rights, title and interest to the MATERIALS. GRANTEE shall, upon request of the STATE, execute all papers and perform all other acts necessary to assist the STATE to obtain and register copyrights, patents or other forms of protection provided by law for the MATERIALS. The MATERIALS created under this Grant Contract by the GRANTEE, its employees or subgrantees, individually or jointly with others, shall be considered "works made for hire" as defined by the United States Copyright Act.
- All of the MATERIALS, whether in paper, electronic, or other form, shall be remitted to the STATE by the GRANTEE. Its employees and any subgrantees, shall not copy, reproduce, allow or cause to have the MATERIALS copied, reproduced or used for any purpose other than performance of the GRANTEE's obligations under this Grant Contract without the prior written consent of the STATE's Authorized Representative.
- B. GRANTEE represents and warrants that MATERIALS produced or used under this Grant Contract do not and will not infringe upon any intellectual property rights of another, including but not limited to patents, copyrights, trade secrets, trade names, and service marks and names. GRANTEE shall indemnify and defend the STATE, at GRANTEE's expense, from any action or claim brought against the STATE to the extent that it is based on a claim that all or part of the MATERIALS infringe upon the intellectual property rights of another. GRANTEE shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages including, but not limited to reasonable attorneys' fees arising out of this Grant Contract, amendments and supplements thereto, which are attributable to such claims or actions.
- If such a claim or action arises, or in GRANTEE's or the STATE's opinion is likely to arise, GRANTEE shall, at the STATE's discretion, either procure for the STATE the right or license to continue using the MATERIALS at issue or replace or modify the allegedly infringing MATERIALS. This remedy shall be in addition to and shall not be exclusive to other remedies provided by law.
- XIII. PUBLICITY: Any publicity given to the program, publications, or services provided resulting from this Grant Contract, including, but not limited to notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the GRANTEE or its employees individually or jointly with others or any subgrantees, shall identify the STATE as the sponsoring agency and shall not be released, unless such release is a specific part of an approved work plan included in this Grant Contract prior to its approval by the STATE's Authorized Representative.
- XIV. WORKERS' COMPENSATION: GRANTEE shall provide acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minn. Stat. § 176.181, Subd. 2.
- XV. ANTITRUST: GRANTEE hereby assigns to the State of Minnesota any and all claims for overcharges as to goods and/or services provided in connection with this contract resulting from antitrust violations which arise under the antitrust laws of the United States and the antitrust laws of the State of Minnesota.
- XVI. PROMPT PAYMENT TO SUBCONTRACTORS: (When applicable.) Prime contractors are required to pay subcontractors pursuant to Minn. Stat. § 16A.1245.
- XVII. JURISDICTION AND VENUE: This Grant Contract and executed amendments thereto, shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this Grant Contract, or breach thereof, shall be in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.
- XVIII. OTHER PROVISIONS: (Attach additional pages as necessary and incorporate by reference here.) Otherwise "none."

IN WITNESS WHEREOF, the parties have caused this Grant Contract to be duly executed intending to be bound thereby.

APPROVED:

1. GRANTEE:

GRANTEE certifies that the appropriate person(s) have executed the Grant Contract on behalf of the GRANTEE as required by applicable articles, by-laws, resolutions, or ordinances.

By: <i>Paul Kaste</i>
Title: <i>Supervisor - Reg Services</i>
Date: <i>7-6-99</i>

By:
Title:
Date:

2. STATE AGENCY:

Grant Contract approval and certification that STATE funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

By (authorized signature):
Title: Deputy Commissioner
Date:

Distribution:

Agency - Original (fully executed) contract:

Grantee:

State Authorized Representative

MEMORANDUM P 99.263

TO: Dr. Bruce Anderson

FROM: Robert Lacher 

DATE: August 17, 1999

SUBJECT: New Employees

The administration requests approval of the employment of the following persons subject to satisfactory completion of federal, state, and school district statutes and requirements:

Sayra Crary	ESL Teacher, Robert Asp, BA (0-6) \$25,000.00, effective for the 1999-2000 school year. (Replace Ruth Berglin)
Brian Dinda	Social Teacher, Senior High, BA (0-6) \$25,000.00, effective for the 1999-2000 school year. (Replace Kalan Malchow)
Tiffani Erickson	Grade 4 Teacher, Probstfield, BA (0-6) \$25,000.00, effective for the 1999-2000 school year. (Replace Sharon Nelson)
Janette Klungtvedt	R. R. Teacher, Washington, BA (0-6) .50 FTE \$12,500.00, effective for the 1999-2000 school year. (New position)
Virginia Rutter	Title I Teacher, Robert Asp, BA+15 (0-6) \$26,125.00, effective for the 1999-2000 school year. (Replace Jamie York who replaced Scott Colbeck)
Lori Schroeder	R.R./Title I Teacher, Edison, BA (0-6) \$25,000.00, effective for the 1999-2000 school year. (Replace Pam Kiser)
Kathleen Gress-Jorgensen	Switchboard Operator, Senior High, B21 (0-2) \$9.83 per hour, 4.75 hours daily, effective immediately. (Replace Julie Hanson)
Mark Gangl	Autism Paraprofessional, Senior High, B21 (0-2) \$9.83 per hour, 6.5 hours daily, effective August 25, 1999. (New Position)
Debra Schieffer	Early Childhood Program Secretary, A12 (0-2) \$9.26 per hour, 20 hours weekly, effective August 23. (Replace Clare Donnalley)
Patricia Haugen	R.R. Teacher, Washington, MA+45 (7) .50 FTE \$17,615.50, effective for the 1999-2000 school year. (New position)

Suggested Resolution: Move to approve the employments as presented.

RL:sdh

TO: Dr. Bruce Anderson

FROM: Robert Lacher 

DATE: August 17, 1999

SUBJECT: Resignations

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


Ruth Berglin ESL Teacher, Robert Asp, effective immediately.
Scott Colbeck Grade 5 Teacher, Robert Asp, effective immediately.
Thomas Gravel Social Teacher, Senior High, effective immediately.
David Nale Science Teacher, Senior High, effective immediately.
David Traaseth Grade 4 Teacher, Riverside, effective immediately.
Carol Blattenbauer Receptionist, Senior High, effective immediately.
Tim Dent Night Computer Operator, Townsite Centre, effective immediately.
Troy Brewster EBD Paraprofessional, Edison, effective immediately.
Nicole Harriger EBD/OHI Paraprofessional, Probstfield, effective immediately.
Mary Johnson Computer Operator Food Service, Junior High, effective immediately.
Jennifer Kraft Lunchroom Supervisor, effective immediately.
Kristina Osagie Crisis Outreach Counselor, Junior High, effective immediately.
Duoc Van Pham ESL Paraprofessional, Senior High, effective immediately.
Nahro Hamad ESL Paraprofessional, Senior High, effective immediately.

Suggested Resolution: Move to accept the resignations as presented.

RL:sh

MEMORANDUM P 99.265

TO: Dr. Bruce Anderson

FROM: Robert Lacher 

DATE: August 17, 1999

SUBJECT: Leave of Absence

The administration requests approval for Leave of Absence for the following person:

Ann Dahl Grade 2 Teacher, Riverside, for the school year 1999-2000.

Suggested Resolution: Move to approve the Leave as presented.

RL:sdh

MEMORANDUM P 99.266

TO: Dr. Bruce Anderson

FROM: Robert Lacher



DATE: August 17, 1999

SUBJECT: Family/Medical Leave

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

Rebecca Meyer-Larson English Teacher, Senior High, to begin approximately
September 7 for six weeks.

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

RL:sh

MEMORANDUM P 99.267

TO: Dr. Anderson

FROM: Robert Lacher



DATE: August 17, 1999

SUBJECT: Change in Contract

The administration requests approval of the change in contract of the following person:

Diane Rix Special Education Secretary, B21 (11) , to Principal's Secretary, Riverside B22 (10) \$11.38 per hour, 8 hours daily, 206 days, effective August 16, 1999. (Replace Carol Krabbenhoft)

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

RL:sh

MEMO #: S-00-026

TO: School Board

FROM: Dr. Bruce R. Anderson, Supt. *BR*

RE: Washington Principalship

DATE: August 18, 1999

Six finalists resulted from a rigorous recruitment process leading to this recommendation.

In accordance with our District's practice, representatives of parent and staff groups from Washington and throughout the District participated in the interview process.

It is a privilege to recommend Pamela S. Becker as the new Washington principal. Ms. Becker's experience includes teaching which demonstrates best school practices, district mentor coordinator, graduation standards development, and district and site staff development committee service.

Illustrative comments from the interview committee are as follows:

- o Professional presence.
- o Very knowledgeable about best school practices and action research.
- o Priority focus on students and their growth.
- o Mentoring experience.
- o Confident and strong.
- o Excellent communication skills - staff and parents.
- o Wealth of knowledge and enthusiasm about Moorhead and Washington School.
- o Concise, well conceived answers.
- o Potential to be an award winning leader.
- o Knowledge of curriculum, teachers, learning, and brain research theory.

Suggested Resolution: Move to employ Pamela S. Becker as the George Washington Elementary Principal effective August 24, 1999 at an annualized salary of \$68,122 as identified on Step 8, D63 of the 1999-2000 Principals' Salary Schedule.

BRA:mdm

MEMO #: I-00-046



TO: Dr. Bruce Anderson

FROM: Lynne Kovash *LK*

SUBJECT: Building Profiles

DATE: August 17, 1999

Enclosed with the agenda are the K-6 Building Profiles for the five-year period from 1994-95 through 1998-99.

Lynne Kovash will review a few highlights with the School Board and discuss the information provided. The 7-12 Building and District Profiles will be presented at the September 13, 1999 board meeting.

The School Board will be asked to receive the Building and District Profiles at their September 27, 1999 meeting.

LAK/vtr
Enclosure

Moorhead Area Schools

School Profiles



1994-95 through 1998-99

Prepared by the Office of Teaching & Learning

August 19, 1999

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Appendices

Appendix A: Minnesota Youth Health Survey

Appendix B: Search Institute Profile

Appendix C: Senior High Follow-up Study

Appendix D: Profile of 38 Largest Minnesota School Districts, 1994-95

MOORHEAD PUBLIC SCHOOLS

SCHOOL PROFILES

Listed below is an explanation of data elements which are included in the building profiles.

1. Average Daily Membership

Average Daily Membership will be the total membership in pupil units for each building.

2. Average Daily Attendance

Official Average Daily Attendance from the Minnesota Automated Reporting Student System data.

3. Attendance

This figure will reflect the proportion of days that students were in attendance throughout the year. It is calculated by dividing the Average Daily Attendance by the Average Daily Membership.

4. Enrollment

Enrollment by grade as of October 1.

5. Ethnicity

The number of students and percentage of students will be given by ethnic group as of October 1.

6. Mobility

Student population for each building will be given as it relates to those students who transferred from the building during the school year and number of students who entered the building during the school year. This data will include transfers within the district, those within the state and transfers from another state. The mobility will not reflect changes occurring from one school year to the next year based on natural progression from one building to the next.

7. Limited English Proficiency

The report will include students with Limited Proficiency in English.

8. Free and Reduced Lunches

The report will include the number of students who are receiving free and reduced lunches. The proportion of students approved for free and reduced lunches will be reflected in these figures.

9. Retention in Grade

This data will reflect students who did not meet promotion standards at the end of the school year or after completion of summer school. At the high school level, students retained will be students who do not acquire the number of credits for promotion to the next grade level.

10. Special Education Status

The number of students receiving special services by primary disability.

11. Home Language

The language reported as the language primarily used at home will be listed. Data will include number of students and home language.

12. Failure Rate

This data will indicate the percentage of secondary students who failed no semester courses, one semester course, and 2 or more semester courses during one school year.

13. Dropout Rate

The district dropout rate will reflect students in grades 7-12 who dropped out during the year or did not re-enroll as expected in September and did not have a request of transfer of records from another school.

14. Absences/Unexcused Absences

Elementary school profiles report the number of students who received no absences, 1 to 5, 6 to 10, 11-15, 16-20, and 20 or more.

Secondary school profiles report the number of students who received no unexcused absences, 1 to 5, 6 to 10, 11-15, 16-20, and 20 or more.

15. Suspension

The number of students suspended from school will be reported. This will include the number of students in in-school suspension and those with out-of-school suspension.

16. Bus Suspension

This report will include the number of students suspended from bus transportation for one or more days during the school year.

17. Alternative School Setting

The report will include the number of students served through Outreach, MCAP, P.M. School and/or other alternative settings.

18. Detention

The report will include the number of detentions served.

19. Physical Assaults/Fighting

The report will list the number of reported assaults committed by students.

20. Weapons

This report will include the number of students who were charged with weapon offenses.

21. Tobacco

This report will include the number of students disciplined due to tobacco usage.

22. Alcohol

This report will include the number of students disciplined due to alcohol usage.

23. Other Drug Use

This report will include the number of students disciplined based on other drug usage.

24. Vandalism

This report will include the number of students disciplined due to vandalism.

25. Co and Extra Curricular Activities

This report will include the number of boys and girls enrolled in each activity.

26. Achievement

1. Reading - Profile will include the Iowa Test of Basic Skills. Reports by number of students in each national quartile at all grades tested above grade 3.
2. Results of the Gates-MacGinitie reading test at grades 6, 8 and 10 will be profiled.
3. Math - Profile will include the Iowa Test of Basic Skills. Reports by number of students in each national quartile at all grades tested above grade 3.
4. ACT scores - The ACT profile will be given including those students who take core curriculum courses and those who do not. The score will also indicate percent of students tested as compared to state and national results. Individual areas of English, mathematics, reading, and science reasoning will be reported as well as a composite score.
5. State Basic Standards test results for classes beginning with the class of 2000 at level tested (ie: Grade 8 for 1995-96).
6. Minnesota Assessment testing results will be included in the years that those specific assessments are utilized.
7. Grade distribution by ethnicity is given for secondary school buildings.

27. Student to computer ratio

This report will include the number of students per computer.

28. Teaching Staff

Full-time equivalence will be reported including percentage with bachelor, master, and doctor degrees, average years of experience and number of teachers who experience is 0 to 5, 6 to 10, 11-20, and more than 20 years.

29. Postsecondary Options

This report will list the number of high school only students attending postsecondary options, areas of study and grade distribution data.

30. Minnesota Youth Health Survey and Search Institute Profile

Minnesota Youth Health Survey and Search Institute Profiles of Student Life: Attitudes and Behaviors assessment results will be profiled when given.

31. Senior High Follow-up Study

32. School Climate/Satisfaction Survey

School Climate/Satisfaction Survey results will be profiled as available.

33. Electricity and Heat Cost

Electricity and heat cost is given in dollars and cents per square foot.

THOMAS EDISON ELEMENTARY SCHOOL**1. Average Daily Membership**

1994-95	1995-96	1996-97	1997-98	1998-99
554	580	575	615	592

2. Average Daily Attendance

1994-95	1995-96	1996-97	1997-98	1998-99
520	553	548	589	565

3. Attendance Rate

1994-95	1995-96	1996-97	1997-98	1998-99
93.86%	95.34%	95.30%	95.77%	95.44%

4. Enrollment as of October 1

	Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
Kindergarten (includes MSU)	108	115	101	111	117
Grade 1	118	123	125	88	105
Grade 2	114	112	111	122	90
Grade 3	98	116	106	108	128
Grade 4	111	101	120	106	107
Grade 5				56	44
Self-Contained Special Ed.	24	21	19	21	15
Total	573	588	582	612	606

5. Ethnicity

	Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
American Indian	52 9.00%	45 7.60%	39 6.70%	38 6.20%	31 5.10%
Asian	6 1.00%	15 2.60%	17 2.90%	16 2.60%	13 2.10%
Hispanic	81 14.10%	82 13.90%	81 13.90%	68 11.10%	74 12.20%
Black	7 1.20%	5 0.90%	5 0.90%	4 0.60%	7 1.10%
White	427 74.50%	441 75.00%	440 75.60%	489 79.50%	484 79.50%
Percent Minority	25.40%	25.00%	24.40%	20.50%	20.50%

6. Mobility

	1994-95	1995-96	1996-97	1997-98	1998-99
Transfers Into District	112	75	75	79	44
Transfers Out of District	85	81	69	60	88

Edison 1998-99

7. Limited English Proficiency

Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
78	53	65	54	66

8. Free and Reduced Lunch Count

	Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
Free	166	160	163	167	156
Reduced	30	20	22	30	28
% of Free & Reduced Grades 1-5	42%	38%	38%	32%	30%

9. Retention in Grade

	1994-95	1995-96	1996-97	1997-98	1998-99
Kindergarten	2	2	4	2	3
Grade 1	1	1	2	3	2
Grade 2	2	2	0	0	1
Grade 3	0	0	0	1	0
Grade 4	0	0	0	0	0
Total	5	5	6	6	6

10. Special Education Status

	Dec. 94	Dec. 95	Dec. 96	Dec. 97	Dec. 98
Speech/Language	12	25	24	18	13
Mild-Moderate Mentally	1	1	4	3	2
Moderate-Severe Mentally	2	2	1	0	0
Physically	1	3	1	1	1
Hearing	2	3	4	6	5
Visually	0	0	0	0	0
Specific Learning	36	33	30	35	29
Emotional Disorders	19	15	25	21	20
Deaf-Blind	0	0	0	0	0
Other Health	3	2	6	11	14
Autistic	0	0	1	2	2
Early Childhood Special Ed.	7	0	0	4	4
Total Disabilities Served	83	84	96	101	90

11. Home Language

	1994-95	1995-96	1996-97	1997-98	1998-99
Cheyenne	1	0	0	0	0
Chinese	1	2	2	0	2
Dakotah	5	0	0	1	1
East Indian Languages	0	0	0	0	0
English	534	492	503	526	572
French	1	1	0	0	0
Spanish	102	57	62	52	84
Vietnamese	5	3	2	3	2
Lao	2	0	0	0	0
Afrikaans	0	2	2	1	1
Kurdish	0	27	11	16	8
Cantonese	0	0	0	2	0

Edison 1998-99

11. Home Language cont'd.

Afghan	0	1	0	1	0
Swedish	0	4	2	2	1
Cambodian					1
Russian					2

14. Absences

	1994-95	1995-96	1996-97	1997-98	1998-99
0 Absences	14	37	30	39	27
	2.50%	6.50%	5.20%	5.89%	4.10%
1 to 5 Absences	288	282	277	321	287
	50.30%	49.20%	48.20%	48.50%	43.62%
6 to 10 Absences	128	137	142	162	165
	22.30%	23.90%	24.70%	24.47%	25.08%
11 to 15 Absences	80	67	68	69	99
	14.00%	11.70%	11.80%	10.42%	15.05%
16 to 20 Absences	43	24	23	37	45
	7.50%	4.20%	4.00%	5.59%	6.84%
21 or More Absences	70	26	35	34	35
	12.20%	4.50%	6.10%	5.13%	5.32%

15. Suspensions

	1994-95	1995-96	1996-97	1997-98	1998-99
	1	1	2	1	1

16. Bus Suspensions

	1994-95	1995-96	1996-97	1997-98	1998-99
	3	9	3	8	6

17. Alternative School Setting

	1994-95	1995-96	1996-97	1997-98	1998-99
	0	0	2	1	2

18. Detention

	1994-95	1995-96	1996-97	1997-98	1998-99
	0	0	0	0	0

19. Physical Assaults/Fighting

	1994-95	1995-96	1996-97	1997-98	1998-99
	1	0	0	0	1

20. Weapons

	1994-95	1995-96	1996-97	1997-98	1998-99
	1	0	0	0	1

21. Tobacco

	1994-95	1995-96	1996-97	1997-98	1998-99
	0	0	0	0	0

Edison 1998-99

22. Alcohol

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

23. Other Drug Use

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

24. Vandalism

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

26. Achievement

<i>Grade 3</i>	1994-95	1995-96	1996-97	1997-98	1998-99
<i>Reading Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile	21%	28%	24%	21%	29%
Percent at or above National 50%ile	50%	47%	57%	58%	59%
Percent at or above National 25%ile	83%	76%	80%	79%	85%
<i>Grade 4</i>					
<i>Reading Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile	32%	29%	28%	38%	24%
Percent at or above National 50%ile	65%	67%	51%	63%	54%
Percent at or above National 25%ile	87%	86%	88%	83%	87%
<i>Grade 5</i>					
<i>Reading Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile				23%	24%
Percent at or above National 50%ile				26%	54%
Percent at or above National 25%ile				81%	78%
<i>Grade 3</i>					
<i>Mathematics Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile	28%	18%	23%	24%	26%
Percent at or above National 50%ile	53%	54%	51%	56%	59%
Percent at or above National 25%ile	77%	77%	69%	79%	79%
<i>Grade 4</i>					
<i>Mathematics Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile	34%	43%	21%	35%	30%
Percent at or above National 50%ile	60%	65%	47%	55%	65%
Percent at or above National 25%ile	77%	83%	71%	77%	82%
<i>Grade 5</i>					
<i>Mathematics Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile				35%	20%
Percent at or above National 50%ile				66%	52%
Percent at or above National 25%ile				85%	74%

26. Achievement cont'd.

Minnesota Comprehensive Assessments (MCA)

Level IV - Student demonstrates advanced performance

Level III - Student demonstrates solid academic performance

Level II - Student demonstrates partial knowledge

Level I - Student demonstrates limited knowledge

(Edison Figures)*Grade 3 - Reading MCA*

Percent at or above Level IV

Percent at or above Level III

Percent at or above Level II

Percent at or above Level I

1997-98

1998-99

4%

10%

30%

33%

48%

34%

18%

23%

Grade 5 - Reading MCA

Percent at or above Level IV

Percent at or above Level III

Percent at or above Level II

Percent at or above Level I

1997-98

1998-99

0%

6%

25%

24%

40%

35%

35%

35%

Grade 3 - Mathematics MCA

Percent at or above Level IV

Percent at or above Level III

Percent at or above Level II

Percent at or above Level I

1997-98

1998-99

4%

2%

28%

41%

47%

41%

21%

16%

Grade 5 - Mathematics MCA

Percent at or above Level IV

Percent at or above Level III

Percent at or above Level II

Percent at or above Level I

1997-98

1998-99

3%

0%

13%

14%

55%

45%

29%

41%

Grade 5 - Writing MCA

Percent at or above Level IV

Percent at or above Level III

Percent at or above Level II

Percent at or above Level I

1997-98

1998-99

8%

0%

32%

28%

39%

53%

21%

19%

(State Comparisons)*Grade 3 - Reading MCA*

Percent at or above Level IV

Percent at or above Level III

Percent at or above Level II

Percent at or above Level I

1997-98

1998-99

5%

8%

30%

32%

42%

39%

23%

21%

26. Achievement cont'd.

(State Comparisons cont'd.)

Grade 5 – Reading MCA

Percent at or above Level IV

Percent at or above Level III

Percent at or above Level II

Percent at or above Level I

1997-98 1998-99

8% 12%

30% 33%

41% 37%

21% 18%

Grade 3 – Mathematics MCA

Percent at or above Level IV

Percent at or above Level III

Percent at or above Level II

Percent at or above Level I

1997-98 1998-99

6% 9%

29% 33%

47% 46%

18% 12%

Grade 5 – Mathematics MCA

Percent at or above Level IV

Percent at or above Level III

Percent at or above Level II

Percent at or above Level I

1997-98 1998-99

6% 6%

26% 31%

48% 45%

20% 18%

Grade 5 – Writing MCA

Percent at or above Level IV

Percent at or above Level III

Percent at or above Level II

Percent at or above Level I

1997-98 1998-99

8% 3%

34% 42%

38% 50%

20% 5%

27. Computer to Student Ratio

1994-95	1995-96	1996-97	1997-98	1998-99
	6 to 1	6 to 1	5 to 1	5 to 1

28. Teaching Staff

	FTE 1994-95	FTE 1995-96	FTE 1996-97	FTE 1997-98	FTE 1998-99
BA	6.92	5.7	3.538	4.038	10.038
BA+15	6	5.5	5	2	2.7
BA+30	4	6.13	5.5	5.4	3.5
BA+45	3	3.7	4	5	6.9
BA+60	3	2	1	1	0
BA+75	2	2.17	3	3	3
BA+90	4	5	3	2	1
BA+105	5	4.11	6	7	0
MA	1	1.5	4	4	6
MA+15	3	2.2	3	4	2
MA+30	0	0	0	2	3
MA+45	4	2.79	3	1	2

Edison 1998-99

28. Teaching Staff cont'd.

0 to 5 years	8.714	7.65	7.5	1.5	10
6 to 10 years	7	9.75	6.538	10.538	11
11 to 20 years	5	8.41	9	11.9	12
More than 20 years	20.206	14.99	16.5	16.5	9
Average Years Experience	15 years	14 years	17 years	16 years	12 years

33. Electricity and Heat Cost

Comparisons in dollars and cents per square foot

	1994-95	1995-96	1996-97	1997-98	1998-99
Cost for Electricity	\$17,612.00	\$20,189.32	\$19,396.32	\$15,904.00	\$16,692.97
Cost per square foot	\$33.56	\$38.47	\$37.96	\$31.35	\$31.80
Cost for Heat	\$13,546.00	\$4,319.37	\$13,500.00	\$9,869.00	\$14,449.51
Cost per square foot	\$25.81	\$9.37	\$25.72	\$19.45	\$27.53

PROBSTFIELD ELEMENTARY SCHOOL

1. Average Daily Membership

1994-95	1995-96	1996-97	1997-98	1998-99
749	754	712	665	675

2. Average Daily Attendance

1994-95	1995-96	1996-97	1997-98	1998-99
716	728	687	638	650

3. Attendance Rate

1994-95	1995-96	1996-97	1997-98	1998-99
95.59%	96.55%	96.49%	95.87%	96.30%

4. Enrollment as of October 1

	Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
Kindergarten	150	157	125	136	138
Grade 1	139	149	148	121	145
Grade 2	164	136	148	145	115
Grade 3	143	169	131	148	136
Grade 4	168	148	167	127	146
Self-Contained Special Ed.	0	0	0	0	3
Total	764	759	719	677	683

5. Ethnicity

	Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
American Indian	19 2.40%	30 4.00%	25 3.50%	20 2.90%	14 2.05%
Asian	13 1.70%	13 1.70%	15 2.10%	23 3.40%	33 4.84%
Hispanic	74 9.69%	59 7.80%	49 6.80%	53 7.80%	52 7.62%
Black	10 1.30%	7 0.90%	4 0.60%	3 0.40%	1 0.15%
White	648 84.80%	650 85.60%	626 87%	579 85.40%	582 85.34%
Percent Minority	15.10%	14.69%	13%	14.60%	14.66%

6. Mobility

	1994-95	1995-96	1996-97	1997-98	1998-99
Transfers Into District	52	46	49	63	32
Transfers Out of District	58	48	66	71	46

7. Limited English Proficiency

Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
43	28	49	40	55

Probstfield 1998-99

8. Free and Reduced Lunch Count

	Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
Free	149	142	133	152	131
Reduced	23	34	40	37	25
% of Free & Reduced Grades 1-4	28%	29%	29%	28%	23%

9. Retention in Grade

	1994-95	1995-96	1996-97	1997-98	1998-99
Kindergarten	1	0	2	3	2
Grade 1	1	1	1	4	0
Grade 2	0	1	1	0	0
Grade 3	0	0	0	0	0
Grade 4	0	0	0	0	0
Total	2	2	4	7	2

10. Special Education Status

	Dec. 94	Dec. 95	Dec. 96	Dec. 97	Dec. 98
Speech/Language	30	37	32	35	32
Mild-Moderate Mentally	7	6	9	7	5
Moderate-Severe Mentally	2	3	4	3	3
Physically	2	2	6	4	6
Hearing	1	1	1	1	2
Visually	0	0	0	0	1
Specific Learning	41	30	43	39	24
Emotional Disorders	24	32	29	24	18
Deaf-Blind	0	0	0	0	1
Other Health	3	8	10	16	18
Autistic	1	2	1	4	7
Early Childhood Special Ed.	6	0	4	2	3
Total Disabilities Served	117	121	139	135	120

11. Home Language

	1994-95	1995-96	1996-97	1997-98	1998-99
Chinese	4	1	0	0	0
East Indian Languages	2	0	2	0	0
English	722	693	656	602	636
Farsi	0	0	0	0	0
Japanese	2	1	1	1	1
Kurdish	1	6	11	18	31
Spanish	70	52	38	33	52
Afrikaans	0	0	0	0	1
Vietnamese	2	3	1	3	2
Dakotah	0	2	2	1	3
Cambodian	0	0	1	0	0
Khmer	0	0	0	1	0

14. Absences

	1994-95	1995-96	1996-97	1997-98	1998-99
0 Absences	11	76	59	49	43
	1.40%	10.00%	8.20%	6.88%	6.02%
1 to 5 Absences	428	413	398	344	355
	56.00%	54.50%	55.90%	48.30%	49.72%

Probstfield 1998-99

14. Absences cont'd.

6 to 10 Absences	195 25.50%	164 21.60%	164 23%	183 25.70%	193 27.03%
11 to 15 Absences	67 8.80%	73 9.60%	49 6.90%	74 10.39%	75 10.50%
16 to 20 Absences	21 2.80%	12 1.60%	24 3.40%	31 4.35%	27 3.78%
21 or More Absences	43 5.60%	20 2.60%	18 2.50%	31 4.55%	21 2.94%

15. Suspensions

1994-95	1995-96	1996-97	1997-98	1998-99
2	7	3	5	5.5

16. Bus Suspensions

1994-95	1995-96	1996-97	1997-98	1998-99
1	3	2	2	4

17. Alternative School Setting

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

18. Detention

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

19. Physical Assaults/Fighting

1994-95	1995-96	1996-97	1997-98	1998-99
1	3	2	2	

20. Weapons

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

21. Tobacco

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

22. Alcohol

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

23. Other Drug Use

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

24. Vandalism

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

Probstfield 1998-99

26. Achievement

	1994-95	1995-96	1996-97	1997-98	1998-99
<i>Grade 3 Reading Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile	30%	30%	29%	N/A	31%
Percent at or above National 50%ile	59%	61%	62%	N/A	63%
Percent at or above National 25%ile	86%	85%	85%	N/A	80%
<i>Grade 4 Reading Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile	31%	24%	30%	34%	31%
Percent at or above National 50%ile	62%	60%	63%	62%	64%
Percent at or above National 25%ile	87%	91%	93%	88%	88%
<i>Grade 3 Mathematics Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile	28%	23%	24%	N/A	33%
Percent at or above National 50%ile	57%	53%	60%	N/A	69%
Percent at or above National 25%ile	80%	83%	83%	N/A	88%
<i>Grade 4 Mathematics Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile	22%	28%	22%	26%	39%
Percent at or above National 50%ile	58%	60%	65%	59%	72%
Percent at or above National 25%ile	80%	83%	86%	83%	88%

Minnesota Comprehensive Assessments (MCA)

Level IV - Student demonstrates advanced performance

Level III - Student demonstrates solid academic performance

Level II - Student demonstrates partial knowledge

Level I - Student demonstrates limited knowledge

(Probstfield Figures)

<i>Grade 3 - Reading MCA</i>	1997-98	1998-99
Percent at or above Level IV	10%	10%
Percent at or above Level III	35%	35%
Percent at or above Level II	43%	39%
Percent at or above Level I	12%	16%
<i>Grade 3 - Mathematics MCA</i>	1997-98	1998-99
Percent at or above Level IV	12%	16%
Percent at or above Level III	38%	42%
Percent at or above Level II	42%	35%
Percent at or above Level I	8%	7%

(State Comparisons)

<i>Grade 3 - Reading MCA</i>	1997-98	1998-99
Percent at or above Level IV	5%	8%
Percent at or above Level III	30%	32%
Percent at or above Level II	42%	39%
Percent at or above Level I	23%	21%

Probstfield 1998-99

26. Achievement cont'd.

(State Comparisons cont'd.)

Grade 3 - Mathematics MCA

Percent at or above Level IV

Percent at or above Level III

Percent at or above Level II

Percent at or above Level I

1997-98 1998-99

6% 9%

29% 33%

47% 46%

18% 12%

27. Computer to Student Ratio

1994-95	1995-96	1996-97	1997-98	1998-99
	5 to 1	5 to 1	4 to 1	4 to 1

28. Teaching Staff

	FTE 1994-95	FTE 1995-96	FTE 1996-97	FTE 1997-98	FTE 1998-99
BA	9.5	6.85	9.673	8.8	16.077
BA+15	6.5	6.5	3.5	2.5	0.5
BA+30	6.5	6.01	7.65	8.15	7.8
BA+45	7	9	6	7	5
BA+60	0	0	0	0	0
BA+75	2	2.17	1	1	1
BA+90	1	1	2	1	0
BA+105	5	5.13	4	6	0
MA	4.5	4.2	5.5	5.87	4.471
MA+15	1.8	0	4	4	5
MA+30	1.8	0.8	1	1	2
MA+45	4.742	4.21	5.942	5	4
0 to 5 years	16.5	13.54	12.523	7.85	10.198
6 to 10 years	20.542	14.27	18.3	15.8	16.15
11 to 20 years	2.5	6.47	8.942	11	9
More than 20 years	10.8	11.59	10.5	15.671	10.5
Average Years Experience	10 years	11 years	12 years	12 years	12 years

32. School Climate/Satisfaction Survey

1994-95	1995-96	1996-97	1997-98	1998-99
on file	N/A	N/A	N/A	N/A

33. Electricity and Heat Cost

Comparisons in dollars and cents per square foot

	1994-95	1995-96	1996-97	1997-98	1998-99
Cost for Electricity	\$23,306.00	\$27,026.31	\$24,858.26	\$27,820.00	\$28,551.53
Cost per square foot	\$33.72	\$39.10	\$35.97	\$39.67	\$41.31
Cost for Heat	\$12,464.00	\$15,220.06	\$17,139.68	\$16,472.00	\$17,892.70
Cost per square foot	\$18.03	\$22.02	\$24.80	\$23.49	\$25.89

RIVERSIDE ELEMENTARY SCHOOL

1. Average Daily Membership	1994-95	1995-96	1996-97	1997-98	1998-99
	378	368	336	407	362
2. Average Daily Attendance	1994-95	1995-96	1996-97	1997-98	1998-99
	356	351	321	388	347
3. Attendance Rate	1994-95	1995-96	1996-97	1997-98	1998-99
	94.17%	95.38%	95.54%	95.15%	95.86%
4. Enrollment as of October 1	Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
Kindergarten	87	92	73	69	46
Grade 1	66	75	74	77	64
Grade 2	73	60	73	73	68
Grade 3	82	71	47	65	68
Grade 4	76	78	69	48	72
Grade 5				85	46
Self Contained Special Ed.	0	0	0	0	0
Total	384	376	336	417	364
5. Ethnicity	Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
American Indian	20	16	12	21	9
	5.20%	4.20%	3.60%	5.10%	2.50%
Asian	3	7	4	7	5
	0.70%	1.80%	1.20%	1.70%	1.39%
Hispanic	44	46	34	45	37
	11.40%	12.20%	10.10%	10.80%	10.28%
Black	2	4	8	8	7
	0.50%	1.00%	2.40%	1.90%	1.94%
White	315	304	278	334	302
	82.00%	80.80%	82.70%	80.50%	83.89%
Percent Minority	18.00%	19.20%	17.30%	19.50%	16.11%
6. Mobility	1994-95	1995-96	1996-97	1997-98	1998-99
Transfers Into District	48	37	39	36	28
Transfers Out of District	31	43	46	49	28
7. Limited English Proficiency	Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
	35	21	46	30	31

Riverside 1998-99

8. Free and Reduced Lunch Count

	Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
Free	90	74	101	110	96
Reduced	22	15	21	41	26
% of Free & Reduced Grades 1-5	38%	31%	36%	36%	34%

9. Retention in Grade

	1994-95	1995-96	1996-97	1997-98	1998-99
Kindergarten	0	0	0	0	0
Grade 1	0	0	0	0	0
Grade 2	0	0	0	0	1
Grade 3	0	0	0	0	0
Grade 4	0	0	0	0	0
Grade 5				1	0
Total	0	0	0	1	1

10. Special Education Status

	Dec. 94	Dec.95	Dec. 96	Dec. 97	Dec. 98
Speech/Language	18	23	27	23	18
Mild-Moderate Mentally	0	1	0	0	0
Moderate-Severe Mentally	0	0	0	0	0
Physically	3	1	1	2	1
Hearing	0	0	0	0	0
Visually	0	0	0	0	0
Specific Learning	8	5	7	11	7
Emotional Disorders	4	6	7	9	5
Deaf-Blind	0	0	0	0	0
Other Health	8	7	9	15	10
Autistic	0	0	0	0	0
Early Childhood Special Ed.	3	0	0	1	0
Total Disabilities Served	44	43	51	61	41

11. Home Language

	1994-95	1995-96	1996-97	1997-98	1998-99
Afrikaans	1	0	0	0	0
English	442	322	297	364	360
Farsi	2	0	2	0	0
Spanish	55	37	32	26	35
Chinese	0	0	0	0	0
Vietnamese	0	1	1	2	2
East Indian Languages	0	1	0	0	0
Kurdish	0	2	1	4	1
Yoruba	0	1	1	0	0
Persian	0	0	0	2	2
Russian	0	0	0	3	0

14. Absences

	1994-95	1995-96	1996-97	1997-98	1998-99
0 Absences	11	23	18	26	15
	2.80%	6.30%	5.40%	5.70%	3.92%
1 to 5 Absences	164	169	164	195	190
	42.70%	46.40%	48.80%	43%	49.61%

Riverside 1998-99

14. Absences cont'd.

6 to 10 Absences	99	88	77	120	102
	25.80%	24.20%	22.90%	26.43%	26.63%
11 to 15 Absences	58	36	40	56	31
	15.10%	9.90%	11.90%	12.33%	8.09%
16 to 20 Absences	37	27	19	30	28
	9.60%	7.40%	5.70%	6.60%	7.31%
21 or More Absences	39	21	18	27	17
	10.20%	5.80%	5.40%	5.90%	4.44%

15. Suspensions

1994-95	1995-96	1996-97	1997-98	1998-99
2	0	0	4	1

16. Bus Suspensions

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	3

17. Alternative School Setting

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	1	1

18. Detention

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

19. Physical Assaults/Fighting

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

20. Weapons

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

21. Tobacco

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

22. Alcohol

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

23. Other Drug Use

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

24. Vandalism

1994-95	1995-96	1996-97	1997-98	1998-99
2	0	0	0	0

Riverside 1998-99

26. Achievement

<i>Grade 3</i>	1994-95	1995-96	1996-97	1997-98	1998-99
<i>Reading Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile	28%	40%	33%	N/A	45%
Percent at or above National 50%ile	58%	60%	53%	N/A	67%
Percent at or above National 25%ile	86%	88%	78%	N/A	81%
<i>Grade 4</i>					
<i>Reading Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile	47%	32%	35%	33%	29%
Percent at or above National 50%ile	68%	62%	62%	67%	59%
Percent at or above National 25%ile	92%	94%	90%	80%	80%
<i>Grade 5</i>					
<i>Reading Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile				24%	28%
Percent at or above National 50%ile				66%	65%
Percent at or above National 25%ile				89%	86%
<i>Grade 3</i>					
<i>Mathematics Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile	20%	18%	20%	N/A	24%
Percent at or above National 50%ile	42%	65%	49%	N/A	57%
Percent at or above National 25%ile	73%	85%	76%	N/A	81%
<i>Grade 4</i>					
<i>Mathematics Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile	32%	34%	35%	27%	27%
Percent at or above National 50%ile	69%	64%	63%	65%	51%
Percent at or above National 25%ile	88%	88%	90%	78%	80%
<i>Grade 5</i>					
<i>Mathematics Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile				35%	26%
Percent at or above National 50%ile				66%	65%
Percent at or above National 25%ile				85%	84%

Minnesota Comprehensive Assessments (MCA)

Level IV - Student demonstrates advanced performance

Level III - Student demonstrates solid academic performance

Level II - Student demonstrates partial knowledge

Level I - Student demonstrates limited knowledge

(Riverside Figures)

<i>Grade 3 – Reading MCA</i>	1997-98	1998-99
Percent at or above Level IV	10%	15%
Percent at or above Level III	33%	39%
Percent at or above Level II	38%	30%
Percent at or above Level I	19%	16%
<i>Grade 5 – Reading MCA</i>	1997-98	1998-99
Percent at or above Level IV	1%	14%
Percent at or above Level III	42%	32%
Percent at or above Level II	41%	44%
Percent at or above Level I	16%	10%

Riverside 1998-99

26. Achievement cont'd.

Grade 3 – Mathematics MCA

	1997-98	1998-99
Percent at or above Level IV	9%	17%
Percent at or above Level III	35%	48%
Percent at or above Level II	38%	32%
Percent at or above Level I	18%	3%

Grade 5 – Mathematics MCA

	1997-98	1998-99
Percent at or above Level IV	6%	4%
Percent at or above Level III	28%	35%
Percent at or above Level II	51%	53%
Percent at or above Level I	15%	8%

Grade 5 – Writing MCA

	1997-98	1998-99
Percent at or above Level IV	23%	10%
Percent at or above Level III	38%	24%
Percent at or above Level II	28%	59%
Percent at or above Level I	11%	7%

(State Comparisons)

Grade 3 – Reading MCA

	1997-98	1998-99
Percent at or above Level IV	5%	8%
Percent at or above Level III	30%	32%
Percent at or above Level II	42%	39%
Percent at or above Level I	23%	21%

Grade 5 – Reading MCA

	1997-98	1998-99
Percent at or above Level IV	8%	12%
Percent at or above Level III	30%	33%
Percent at or above Level II	41%	37%
Percent at or above Level I	21%	18%

Grade 3 – Mathematics MCA

	1997-98	1998-99
Percent at or above Level IV	6%	9%
Percent at or above Level III	29%	33%
Percent at or above Level II	47%	46%
Percent at or above Level I	18%	12%

Grade 5 – Mathematics MCA

	1997-98	1998-99
Percent at or above Level IV	6%	6%
Percent at or above Level III	26%	31%
Percent at or above Level II	48%	45%
Percent at or above Level I	20%	18%

Grade 5 – Writing MCA

	1997-98	1998-99
Percent at or above Level IV	8%	3%
Percent at or above Level III	34%	42%
Percent at or above Level II	38%	50%
Percent at or above Level I	20%	5%

Riverside 1998-99

27. Computer to Student Ratio

1994-95	1995-96	1996-97	1997-98	1998-99
	3 to 1	3 to 1	3 to 1	3 to 1

28. Teaching Staff

	FTE 1994-95	FTE 1995-96	FTE 1996-97	FTE 1997-98	FTE 1998-99
BA	2.714	3.52	4	4.5	9.8
BA+15	2.514	2.81	2.714	2.714	1.82
BA+30	2	4.08	0	0	2.714
BA+45	4	1.5	3	2	2
BA+60	0	0	0	0	0
BA+75	1	0.17	0	0	0
BA+90	1	1	0	0	0
BA+105	6	4.06	5	6	0
MA	5.857	3.8	1	3	0.5
MA+15	0	0	2	2	2
MA+30	0	1	3.8	0	1
MA+45	2	3.14	3	8	8
0 to 5 years	8.371	7.87	5	2	6.32
6 to 10 years	9	6.26	8.514	8.714	10.22
11 to 20 years	1.714	4.14	6	6	5.3
More than 20 years	8	6.81	5	11.5	6
Average Years Experience	13 years	11 years	13 years	11.10 years	15 years

33. Electricity and Heat Cost

Comparisons in dollars and cents per square foot

	1993-94	1994-95	1995-96	1997-98	1998-99
Cost for Electricity	\$8,054.00	\$8,664.00	\$10,556.53	\$7,885.00	\$8,779.78
Cost per square foot	\$19.92	\$21.43	\$26.11	\$19.51	\$21.71
Cost for Heat	\$10,898.00	\$9,511.00	\$20,677.08	\$9,421.00	\$9,198.11
Cents per square foot	\$26.96	\$23.53	\$31.08	\$23.30	\$22.75

WASHINGTON ELEMENTARY SCHOOL**1. Average Daily Membership**

1994-95	1995-96	1996-97	1997-98	1998-99
721	684	684	667	664

2. Average Daily Attendance

1994-95	1995-96	1996-97	1997-98	1998-99
675	655	660	634	630

3. Attendance Rate

1994-95	1995-96	1996-97	1997-98	1998-99
93.62%	95.76%	96.49%	95.09%	94.88%

4. Enrollment as of October 1

	Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
Kindergarten	146	136	124	129	122
Grade 1	150	138	143	130	133
Grade 2	132	140	143	140	136
Grade 3	155	127	135	139	136
Grade 4	151	148	119	135	143
Self Contained Special Ed.	15	11	12	7	6
Total	749	700	676	680	676

5. Ethnicity

	Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
American Indian	21 2.80%	22 3.10%	15 2.20%	11 1.70%	19 2.84%
Asian	7 0.90%	12 1.70%	11 1.60%	8 1.20%	5 0.75%
Hispanic	95 12.60%	102 14.60%	125 18.50%	105 16%	105 15.70%
Black	4 0.50%	1 0.10%	2 0.30%	1 0.10%	1 0.15%
White	662 83%	563 80.40%	523 77.40%	532 81%	539 80.57%
Percent Minority	17%	18.60%	22.60%	19%	19.43%

6. Mobility

	1994-95	1995-96	1996-97	1997-98	1998-99
Transfers Into District	86	39	89	66	42
Transfers Out of District	73	51	76	76	17

7. Limited English Proficiency

Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
86	75	109	62	91

Washington 1998-99

8. Free and Reduced Lunch Count

	Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
Free	202	189	216	226	226
Reduced	43	40	65	66	53
% of Free & Reduced Grades 1-4	41%	41%	51%	44%	42%

9. Retention in Grade

	1994-95	1995-96	1996-97	1997-98	1998-99
Kindergarten	2	1	2	0	0
Grade 1	0	0	2	1	1
Grade 2	0	1	1	2	1
Grade 3	0	0	0	0	1
Grade 4	0	0	0	0	0
Total	2	2	5	3	3

10. Special Education Status

	Dec. 94	Dec. 95	Dec. 96	Dec. 97	Dec. 98
Speech/Language	32	53	44	25	24
Mild-Moderate Mentally	1	3	11	9	7
Moderate-Severe Mentally	3	4	3	4	4
Physically	3	2	4	5	3
Hearing	1	1	1	1	1
Visually	2	1	0	0	0
Specific Learning	36	33	39	45	33
Emotional Disorders	24	14	19	12	6
Deaf-Blind	0	0	0	0	0
Other Health	6	10	18	20	23
Autistic	0	0	0	0	0
Early Childhood Special Ed.	8	13	5	3	3
Traumatic Brain Injury			1	1	1
Total Disabilities Served	116	134	145	125	105

11. Home Language

	1994-95	1995-96	1996-97	1997-98	1998-99
English	676	588	564	557	657
Dakotah	1	0	0	0	0
Lao	3	3	3	1	1
Polish	1	2	0	0	0
Spanish	119	87	116	95	139
Vietnamese	1	4	3	3	3
French	0	2	0	0	0
Kurdish	0	0	3	4	13
Somali					1

14. Absences

	1994-95	1995-96	1996-97	1997-98	1998-99
0 Absences	4	40	32	24	25
	0.50%	5.80%	4.70%	3.31%	3.58%
1 to 5 Absences	304	303	341	324	291
	40.60%	44.20%	50.10%	44.80%	41.69%
6 to 10 Absences	202	203	220	177	177
	27%	29.60%	32.40%	24.50%	25.36%

Washington 1998-99

14. Absences cont'd.

11 to 15 Absences	103	83	36	113	104
	13.80%	12.10%	5.30%	15.60%	14.90%
16 to 20 Absences	49	33	27	42	58
	6.60%	4.80%	4%	5.80%	8.31%
21 or More Absences	98	23	24	43	43
	13.10%	3.40%	3.50%	5.90%	6.16%

15. Suspensions

	1994-95	1995-96	1996-97	1997-98	1998-99
In-school	5	4	5	5	1

16. Bus Suspensions

	1994-95	1995-96	1996-97	1997-98	1998-99
	2	4	3	3	2

17. Alternative School Setting

	1994-95	1995-96	1996-97	1997-98	1998-99
	0	2	2	0	1

18. Detention

	1994-95	1995-96	1996-97	1997-98	1998-99
	42	92	86	105	100

19. Physical Assaults/Fighting

	1994-95	1995-96	1996-97	1997-98	1998-99
	0	0	0	0	0

20. Weapons

	1994-95	1995-96	1996-97	1997-98	1998-99
	0	0	0	0	0

21. Tobacco

	1994-95	1995-96	1996-97	1997-98	1998-99
	0	0	0	0	0

22. Alcohol

	1994-95	1995-96	1996-97	1997-98	1998-99
	0	0	0	0	0

23. Other Drug Use

	1994-95	1995-96	1996-97	1997-98	1998-99
	0	0	0	0	0

24. Vandalism

	1994-95	1995-96	1996-97	1997-98	1998-99
	0	0	0	2	0

Washington 1998-99

26. Achievement

<i>Grade 3</i>	1994-95	1995-96	1996-97	1997-98	1998-99
<i>Reading Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile	17%	25%	16%	30%	24%
Percent at or above National 50%ile	44%	55%	43%	58%	44%
Percent at or above National 25%ile	72%	74%	80%	75%	69%
<i>Grade 4</i>					
<i>Reading Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile	27%	20%	21%	16%	24%
Percent at or above National 50%ile	49%	37%	47%	49%	48%
Percent at or above National 25%ile	83%	82%	78%	77%	84%
<i>Grade 3</i>					
<i>Mathematics Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile	22%	19%	16%	19%	17%
Percent at or above National 50%ile	52%	55%	42%	59%	45%
Percent at or above National 25%ile	75%	76%	70%	82%	69%
<i>Grade 4</i>					
<i>Mathematics Iowa Test of Basic Skills</i>					
Percent at or above National 75%ile	17%	18%	19%	17%	23%
Percent at or above National 50%ile	41%	58%	43%	49%	51%
Percent at or above National 25%ile	71%	82%	73%	78%	87%

Minnesota Comprehensive Assessment (MCA)

Level IV - Student demonstrates advanced performance

Level III - Student demonstrates solid academic performance

Level II - Student demonstrates partial knowledge

Level I - Student demonstrates limited knowledge

(Washington Figures)

<i>Grade 3 – Reading MCA</i>	1997-98	1998-99
Percent at or above Level IV	2%	5%
Percent at or above Level III	33%	28%
Percent at or above Level II	47%	43%
Percent at or above Level I	18%	24%
<i>Grade 3 – Mathematics MCA</i>	1997-98	1998-99
Percent at or above Level IV	3%	6%
Percent at or above Level III	26%	30%
Percent at or above Level II	57%	46%
Percent at or above Level I	14%	18%

(State Comparisons)

<i>Grade 3 – Reading MCA</i>	1997-98	1998-99
Percent at or above Level IV	5%	8%
Percent at or above Level III	30%	32%
Percent at or above Level II	42%	39%
Percent at or above Level I	23%	21%

Washington 1998-99

26. Achievement cont'd.

Grade 3 - Mathematics MCA

Percent at or above Level IV

Percent at or above Level III

Percent at or above Level II

Percent at or above Level I

1997-98

1998-99

6%

9%

29%

33%

47%

46%

18%

12%

27. Computer to Student Ratio

1994-95

1995-96

1996-97

1997-98

1998-99

4 to 1

4 to 1

3 to 1

4 to 1

28. Teaching Staff

FTE
1994-95

FTE
1995-96

FTE
1996-97

FTE
1997-98

FTE
1998-99

BA

5

5.28

5.7

6

17

BA+15

5.8

2

3.8

0.8

0.8

BA+30

4

4.8

3

5

3

BA+45

5

10.27

9.35

7.5

7

BA+60

0

0

0

0

0

BA+75

2

0.17

1

0

0

BA+90

2

1

1

1

0

BA+105

11

9.62

10

10

0

MA

2

4.2

5.072

6.5

2.5

MA+15

0

1

3

4

6.5

MA+30

1

1.25

2

3

5

MA+45

6

6.4

6

5

5

0 to 5 years

13.8

17.23

16.05

8

17.5

6 to 10 years

5

6.29

8.8

9.8

11.3

11 to 20 years

10

7.38

9.072

8

6

More than 20 years

15

15.09

16

23

12

Average Years Experience

14 years

12 years

15 years

12.3 years

13 years

32. School Climate/
Satisfaction Survey

1997-98

1998-99

N/A

N/A

33. Electricity and Heat Cost

Comparisons in dollars and cents per square foot

1994-95

1995-96

1996-97

1997-98

1998-99

Cost for Electricity

\$14,309.00

\$16,445.93

\$10,350.98

\$11,375.00

\$14,774.31

Cost per square foot

\$21.52

\$24.73

\$15.57

\$17.11

\$22.22

Cost for Heat

\$12,258.00

\$20,677.08

\$18,433.67

\$14,090.00

\$15,704.80

Cost per square foot

\$18.43

\$31.08

\$27.72

\$21.19

\$23.61

ROBERT ASP ELEMENTARY SCHOOL**1. Average Daily Membership**

1994-95	1995-96	1996-97	1997-98	1998-99
746	744	743	787	771

2. Average Daily Attendance

1994-95	1995-96	1996-97	1997-98	1998-99
699	713	713	749	737

3. Attendance Rate

1994-95	1995-96	1996-97	1997-98	1998-99
93.70%	95.83%	95.96%	95.13%	95.59%

4. Enrollment as of October 1

	Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
Grade 5	363	374	367	330	320
Grade 6	353	383	371	461	469
Self Contained Special Ed.	33	included	included	included	included
Total	749	757	738	791	789

5. Ethnicity

	Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
American Indian	27 3.60%	22 2.90%	24 3.30%	24 3.00%	28 3.54%
Asian	15 2.00%	16 2.10%	17 2.30%	17 2.10%	23 2.91%
Hispanic	68 9.00%	59 7.80%	64 8.70%	70 8.70%	67 8.48%
Black	8 1.00%	7 0.90%	5 0.70%	7 0.90%	6 0.76%
White	631 84.20%	653 86.30%	628 85%	683 85.30%	666 84.30%
Percent Minority	15.80%	13.70%	15%	14.70%	15.70%

6. Mobility

	1994-95	1995-96	1996-97	1997-98	1998-99
Transfers Into District	85	36	49	53	15
Transfers Out of District	58	53	55	63	46

7. Limited English Proficiency

Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
53	29	63	54	42

8. Free and Reduced Lunch Count

	Oct. 94	Oct. 95	Oct. 96	Oct. 97	Oct. 98
Free	213	173	174	184	178
Reduced	37	46	60	53	46
% of Free & Reduced	32%	30%	32%	30%	28%

Robert Asp 1998-99

9. Retention in Grade

	1994-95	1995-96	1996-97	1997-98	1998-99
Grade 5	0	0	0	0	0
Grade 6	0	0	0	0	0
Total	0	0	0	0	0

10. Special Education Status

	Dec. 94	Dec. 95	Dec. 96	Dec. 97	Dec. 98
Speech/Language	7	30	15	11	16
Mild-Moderate Mentally	8	5	8	5	10
Moderate-Severe Mentally	3	5	6	4	4
Physically	4	3	4	4	4
Hearing	6	2	2	1	3
Visually	0	0	0	0	0
Specific Learning	72	76	78	64	73
Emotional Disorders	40	35	40	42	35
Deaf-Blind	0	0	0	0	0
Other Health	1	10	22	22	23
Autistic	1	3	3	0	2
Early Childhood Special Ed.	0	0	0	0	0
Total Disabilities Served	142	169	178	153	170

11. Home Language

	1994-95	1995-96	1996-97	1997-98	1998-99
Afrikaans	1	0	0	0	1
Chinese	1	0	0	0	0
East Indian Languages	1	1	0	0	0
English	712	680	674	705	716
Farsi	1	0	0	0	0
Kurdish	1	4	6	6	16
Lao	4	1	1	2	2
Polish	1	1	1	1	0
Spanish	74	45	48	53	66
Vietnamese	3	4	5	4	2
Japanese	0	1	1	0	0
Swedish	0	1	2	2	0
Dakotah	0	0	1	0	0
Russian	0	0	0	1	2

14. Absences

	1994-95	1995-96	1996-97	1997-98	1998-99
0 Absences	6	45	43	14	18
	0.80%	6.10%	5.80%	1.48%	2.31%
1 to 5 Absences	312	352	362	399	328
	41.70%	47.70%	48.70%	42.30%	42.16%
6 to 10 Absences	206	187	167	230	235
	27.50%	25.30%	22.50%	24.40%	30.21%
11 to 15 Absences	97	75	71	129	100
	13%	10.20%	9.60%	13.70%	12.85%
16 to 20 Absences	44	44	17	68	48
	5.90%	6.00%	2.30%	7.20%	6.17%

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14. Absences cont'd.

21 or More Absences

92	35	24	103	49
12.30%	4.70%	3.20%	10.90%	6.30%

15. Suspensions

In-School

Out-of-School

1994-95	1995-96	1996-97	1997-98	1998-99
101	74	108	127	88
11	7	5	5	7

16. Bus Suspensions

1994-95	1995-96	1996-97	1997-98	1998-99
13	13	11	9	13

17. Alternative School Setting

1994-95	1995-96	1996-97	1997-98	1998-99
5	1	3	6	5

18. Detention

1994-95	1995-96	1996-97	1997-98	1998-99
115	134	149	160	150

19. Physical Assaults/Fighting

1994-95	1995-96	1996-97	1997-98	1998-99
1	23	49	87	42

20. Weapons

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

21. Tobacco

1994-95	1995-96	1996-97	1997-98	1998-99
0	4	2	2	0

22. Alcohol

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

23. Other Drug Use

1994-95	1995-96	1996-97	1997-98	1998-99
0	0	0	0	0

24. Vandalism

1994-95	1995-96	1996-97	1997-98	1998-99
6	1	2	3	3

26. Achievement*Grade 5**Reading Iowa Test of Basic Skills*

Percent at or above National 75%ile

Percent at or above National 50%ile

Percent at or above National 25%ile

1994-95	1995-96	1996-97	1997-98	1998-99
26%	31%	21%	25%	24%
59%	65%	61%	62%	60%
82%	86%	80%	82%	79%

26. Achievement cont'd.

Grade 6

Reading Iowa Test of Basic Skills

Percent at or above National 75%ile	27%	24%	29%	26%	23%
Percent at or above National 50%ile	61%	57%	64%	56%	56%
Percent at or above National 25%ile	85%	82%	85%	84%	81%

Grade 5

Mathematics Iowa Test of Basic Skills

Percent at or above National 75%ile	33%	32%	32%	35%	36%
Percent at or above National 50%ile	61%	59%	58%	64%	64%
Percent at or above National 25%ile	83%	81%	78%	81%	81%

Grade 6

Mathematics Iowa Test of Basic Skills

Percent at or above National 75%ile	35%	41%	40%	36%	41%
Percent at or above National 50%ile	59%	72%	64%	64%	70%
Percent at or above National 25%ile	79%	87%	84%	83%	88%

Grade 6

Gates MacGinitie Reading Test

			*		
Percent at or above National 75%ile	30%	24%	36%	N/A	N/A
Percent at or above National 50%ile	61%	55%	64%	N/A	N/A
Percent at or above National 25%ile	84%	75%	81%	N/A	N/A

*1996-97 results include all 6th grade students at Voyager and Asp.

Minnesota Comprehensive Assessment (MCA)

Level IV - Student demonstrates advanced performance

Level III - Student demonstrates solid academic performance

Level II - Student demonstrates partial knowledge

Level I - Student demonstrates limited knowledge

(Robert Asp Figures)

Grade 5 - Reading MCA

	1997-98	1998-99
Percent at or above Level IV	9%	14%
Percent at or above Level III	29%	38%
Percent at or above Level II	39%	31%
Percent at or above Level I	23%	17%

Grade 5 - Mathematics MCA

	1997-98	1998-99
Percent at or above Level IV	8%	8%
Percent at or above Level III	25%	33%
Percent at or above Level II	44%	41%
Percent at or above Level I	23%	18%

Grade 5 - Writing MCA

	1997-98	1998-99
Percent at or above Level IV	10%	5%
Percent at or above Level III	36%	29%
Percent at or above Level II	42%	54%
Percent at or above Level I	12%	12%

26. Achievement cont'd.

(State Comparisons)

	1997-98	1998-99
<i>Grade 5 – Reading MCA</i>		
Percent at or above Level IV	8%	12%
Percent at or above Level III	30%	33%
Percent at or above Level II	41%	37%
Percent at or above Level I	21%	18%
<i>Grade 5 – Mathematics MCA</i>		
Percent at or above Level IV	6%	6%
Percent at or above Level III	26%	31%
Percent at or above Level II	48%	45%
Percent at or above Level I	20%	18%
<i>Grade 5 – Writing MCA</i>		
Percent at or above Level IV	8%	3%
Percent at or above Level III	34%	42%
Percent at or above Level II	38%	50%
Percent at or above Level I	20%	5%

27. Student to Computer Ratio

1994-95	1995-96	1996-97	1997-98	1998-99
	4 to 1	4 to 1	4 to 1	3 to 1

28. Teaching Staff

	FTE 1994-95	FTE 1995-96	FTE 1996-97	FTE 1997-98	FTE 1998-99
BA	10.5	10.37	11.143	4.488	10
BA+15	2	2.1	1	3	4
BA+30	3	4.72	2	1	1
BA+45	16	9.57	5.875	7.857	5.857
BA+60	0	0	0	1	1
BA+75	2	1	0	0	0
BA+90	0	1	2	0	0
BA+105	7	7.33	8	7	0
MA	5	6	10	8.88	4
MA+15	3	5.8	9	8	5.88
MA+30	1	4.05	4	5	12
MA+45	7	6	10	14.79	14.79
0 to 5 years	20.5	23.57	23.143	6	12.79
6 to 10 years	18	15.67	19	25.488	23
11 to 20 years	8	10.37	10.857	12.737	12.737
More than 20 years	10	8.33	10	16.79	10
Average Years Experience	9 years	9 years	12 years	11.74 years	12 years

30. Minnesota Youth Health Survey and Search Institute Profile

	1994-95	1995-96	1996-97	1997-98	1998-99
Minnesota Youth Health Survey					
Search Institute Profile		Appendix A			

Robert Asp 1998-99

32. School Climate/Satisfaction Survey

1994-95	1995-96	1996-97	1997-98	1998-99
on file	N/A	N/A	N/A	N/A

33. Electricity and Heat Cost

Comparisons in dollars and cents per square foot

	1994-95	1995-96	1996-97	1997-98	1998-99
Cost for Electricity	\$25,033.00	\$28,573.98	\$27,407.93	\$27,522.00	\$31,652.46
Cost per square foot	\$27.06	\$30.89	\$29.63	\$29.16	\$34.21
Cost for Heat	\$12,662.00	\$12,873.90	\$21,978.79	\$14,487.00	\$17,203.01
Cost per square foot	\$13.69	\$13.91	\$23.76	\$15.35	\$18.59

MEMO #: B00125

MEMO TO: DR. ANDERSON

FROM: BETH ASTRUP *B. Astrup*

DATE: AUGUST 18, 1999

SUBJECT: CONSTRUCTION/REMODELING PROGRESS

The biweekly construction progress report is attached.

As you can see from the attached report, most of the projects are scheduled to be complete by the start of school. The east side of the Senior High School is scheduled to be completed in October. I have been in touch with all of the principals involved and I have encouraged them to attend the weekly construction meetings.

I would like to commend the efforts of everyone involved that made these projects flow as smoothly as they have.

Attachments

August 16, 1999

**Construction Progress Report #4
Independent School District No. 152
Moorhead, Minnesota**

Robert Asp Elementary School:

Windows to be installed this week.

Taping and sanding of GWB are complete. Painting has been started.

Acoustical tile ceiling installation to start this week.

Mechanical/electrical on schedule with general work.

* Project is on schedule to be completed by the start of school.

Washington Elementary School:

GWB installation is complete. Taping and sanding have started.

Entrance door system to be installed this week.

Roof sheet metal work to be completed this week.

Exterior grading and installation of asphalt parking lot repair are scheduled for this week.

Food service equipment installation will not be completed. A meeting is scheduled this week to review options.

Balance of work to be completed by the start of school.

Junior High School:

GWB taping/sanding are complete. Painting is scheduled to start this week.

Casework is on site.

Demolition work associated with the Changing Room started.

Work is scheduled to be completed by the start of school except for the Changing Room.

Probstfield Elementary School:

GWB taping/sanding are complete. Painting to start this week.

Casework is on site.

Work progress on schedule to be complete by start of school.

Senior High School:

Area "A" (Shop Addition):

Exterior masonry work to be completed this week.

Roof installation to start this date.

Overhead doors to be installed this week.

Painting to start next week.

Completion of work as per attached Conference Notes from on-site meeting on August 13th.

Area "B" (East Addition):

Structural steel installation is complete. Started setting precast roof structure.

Masonry work progressing.

Work progressing per October completion schedule.

Area "C" (Loading Dock):

Concrete work is complete.

Masonry (exterior block/brick) to start this week.

Work scheduled to be completed by the start of school.

Bleachers:

Installation is progressing and scheduled for completion by the start of school.

Reported by,

William Cowman, AIA
Architect
Foss Associates

WC/lr

Attachment

Foss Associates

Architecture &
Interiors

August 16, 1999

Coordination Meeting Report

For

Moorhead Senior High School
Independent School District No. 152

Project No. 9801.07

Date of Meeting: August 13, 1999 at 8:00 A.M.

Weather: Mid 60's; Fair

People Present: See attached list.

C: Beth Astrup
Orv Kaste
Gene Boyle
Mike Siggerud
Roers' Construction
Robert Ames
Dave Wirth

Meeting held this day to coordinate schedules for Owner's expected usage of existing and new areas of construction of Area "A" Industrial Arts Addition.

- Wood Shop 100 Substantial Completion: 8-15-99
 1. Need to be aware of noise level in new area of construction when classes are in session.
(8:30 A.M. - 3:00 P.M.)
 2. Owner to coordinate delivery of lumber materials with contractor for available space in new area.
 3. Existing dust collection system will be available for owner use when classes resume.
- Small Engines/Welding 104 Substantial Completion: Mid Oct.
 1. Electrical Contractor expects to need 6-8 weeks to complete work in this area.
 2. Expect existing spray booth to be removed for re-installation before September 1st.
 3. New opening in existing O.S. wall will be scheduled to begin October 18th.
- Automotive Shop 107 Substantial Completion: 9-30-99
 1. Owner will require access to existing space through OH doors on south elevation of addition.
 2. Owner requires area west of new concrete driveway indicated as sod to be placed as asphalt.

- • Additional Items:

- .. 1. Will need to provide option for school bus pick up on west side if proposed street work may not be completed by September 1st.

Reported By,

Dave Wirth
Foss Associates

Attachment

DW/rm

Foss Associates

Architecture &
Interiors

Project Title:

EXPANSION AND REMODELING PROJECTS FOR
SENIOR HIGH SCHOOL
INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

Project No. 9801.07

Conference No. _____

Date:

8/13/99

In Attendance:

<u>Name</u>	<u>Organization Representing</u>	<u>(Area) Phone</u>
1. Kerth Youngberg	- REI	() 281-0766
2. Brian Ternberg	- Moorhead High (custodian)	() 236-6400
3. Sonnie Damer	- RCI	() 242-6413
4. Rick Roetz	- " "	() " "
5. Michael Suppiah	- ISD 152	(797) 6712
6. Gene Boyle	- " "	(299) 6301
7. Stan Olson	- ISD 152	(233) 0107
8. Russ Hoyer	- ISD 152	(244) 6302
10. Greg Mayer	- GMI	() 232-8891
11. Paul Linstad	- GMI	()
12. Jerry Miranowski	- GMI	() 252-8891
13. Stu Striford	GMI	232-8891
14. Dave Wirth	Foss Assoc.	236-1202

218-236-1202

810 4th Avenue South • Suite 260
PO Box 306
Moorhead, Minnesota 56561
Fax 218 236-4945
e-mail info@fossassociates.com

MEMO #: I-00-047



TO: Dr. Bruce Anderson
FROM: Lynne Kovash *LK*
SUBJECT: Summer School Update
DATE: August 17, 1999

Jackie Migler, Pat King, Deb Pender, Scott Matheson, and Steve Morben will review summer school programs with the board. This is informational only and requires no action.

LAK/vtr

MEMO #: I-00-043



TO: Dr. Bruce Anderson
FROM: Lynne Kovash *LK*
SUBJECT: Graduation Standards Implementation Manual
DATE: August 17, 1999

Attached are Policies E, F, and H of the Moorhead Graduation Standards Implementation Manual that have been revised to reflect current policies and procedures of the district related to the implementation of the graduation standards. The underlined areas highlight additions to the manual and strike throughs the deletions.

Assistant Superintendent, Lynne Kovash will review the revisions to the document and respond to questions from the School Board.

Suggested Resolution: Move to approve the amendments to the Graduation Standards Implementation Manual and direct administration to send the attached amendments to the Commissioner of the Department of Children, Families & Learning.

LAK/vtr
Attachment

Graduation Standards Implementation Policy E

STAFF DEVELOPMENT FOR STANDARDS

I. PURPOSE

The purpose of this policy is to establish opportunities for staff development which advance the staff's ability to work effectively with the Graduation Standards and with students as they progress to achievement of those Graduation Standards.

II. GENERAL STATEMENT OF PURPOSE

The Moorhead School District is committed to developing staff policies and processes for continuous improvement of curriculum, instruction and assessment to ensure effective implementation of the Graduation Standards at all levels.

III. STANDARDS FOR STAFF DEVELOPMENT

The District Staff Development Committee shall address the needs of all staff in prioritizing staff development which will ensure effective implementation of the Graduation Standards at all levels. The committee will advise the school board and school sites on the planning of staff development opportunities.

The school district shall place a high priority on staff development including activities, programs, and other efforts to implement the Graduation Standards effectively and to upgrade that implementation continuously.

Staff development plans for the school district shall address identified needs for Graduation Standards implementation throughout all levels of the school district programs.

In - service, staff meetings, and district and building level staff development plans and programs shall focus on implementation and improvement of the implementation of the Graduation Standards at all levels for all students, including those with special needs.

IV. BEST PRACTICE FOR TEACHING

The teaching philosophy, techniques, methods, strategies, and material should reflect the best knowledge about teaching practices and material that support the achievement of the desired learning results. The building principals with assistance from program staff, shall review the literature and the experience of others to identify and keep current the accepted practices.

Accepted best teaching practices include, but are not limited to the following:

- Teaching practices align clearly with the desired outcomes
- High expectations for learning and behavior are set for all students
- Communications and explanations are clear to students
- Constructivist teaching practices are used.
- Effective techniques for classroom management are used
- Effective learning behavior is modeled
- Learning is related to application in the world outside of school
- Lessons are presented using effective questioning techniques and active student participation
- Parents are effectively involved in the education of their children

Graduation Standards Implementation Policy F

CREDIT FOR LEARNING

I. PURPOSE

The purpose of this policy is to recognize student achievement which occurs in other schools, in alternative learning sites, in Post-Secondary Enrollment Options and other advanced enrichment programs, and in out-of-school experiences such as community organizations, work based learning, and other educational activities and opportunities.

II. GENERAL STATEMENT OF POLICY

It is the policy of the Moorhead School District to develop and provide processes and procedures by which students may meet a graduation requirement for a content standard, whether the school district offers the content standard in its curriculum or the student accomplishes the work in another learning environment. The school district will provide a process for transfer of standards completed in another Minnesota school district, recognition of work completed in other schools and post-secondary institutions and credit for standards achieved in extracurricular activities activities outside the school, previous learning, and community and work experiences.

III. TRANSFER OF CONTENT STANDARDS FROM OTHER MINNESOTA SCHOOLS

The school district will transfer high school content standards achieved in earlier grades or in other schools on standards-based programs to the student's record upon admission, completion of a summer school program or the like.

1. A panel consisting of the high school principal, counselor and appropriate teaching staff shall review the criteria for judging student work submitted by alternative learning centers, outside entities or persons and recommend approval or disapproval for standard completion.
2. The superintendent or designee shall approve all alternate learning environments and the performance criteria to be used in those environments for meeting preparatory and graduation standards.
3. Students involved in the Post secondary Enrollment options will be awarded credit through a process similar to students transferring into the high school from another state. The students's record of work will be reviewed and a determination of the relationship of the work to the Minnesota Profile of Learning will b made. The student will be awarded "equivalent" standard credit for acceptable course work for a college course. The determination will be made by the guidance department and approved by the principal.

The content standard achieved, the score achieved and the site from which the content standard is transferred shall be included in the student transcript.

Students shall be advised of the opportunities available to complete further requirements and electives.

IV. OTHER WORK TRANSLATED TO STANDARDS

The school district will translate work completed by students, including those with special needs, in schools (K-12, post-secondary or other) which have not reported achievement according to the Minnesota Graduation Standards, into standards completion equalizations.

1. A panel consisting of the high school principal, counselor and appropriate teaching staff shall review the criteria for judging student work submitted by alternative learning centers, outside entities or persons and recommend approval or disapproval for standard completion.
2. The superintendent or designee shall approve all alternate e learning environments and the performance criteria to be used in those environments for meeting preparatory and graduation standards.

V. CREDIT BY ASSESSMENT

When a student requests recognition of work completed but for which no academic transcript exists, the student shall make application to the principal. Not more than sixty days after the application is filed, the principal shall inform the student and the student's parents what evidence must be presented to certify the completion of the standard. Evidence of completion might include letters of support and explanation from individuals or organizations who have actually witnessed the student's demonstration of the standard, oral or written tests or interviews, actual performances or demonstrations assessed by district staff or others knowledgeable in the specifications of the standard, and / or other evidence as appropriate for the individual situation. Upon successful submission of the required evidence, the standard shall be noted on the transcript, with a score if appropriate, and a notation of where and when the standard was completed and verified.

VI. WAIVERS FOR SPECIAL SITUATIONS

The principal in consultation with school counseling staff, may grant a waiver from meeting Graduation Standards requirements for special situations within guidelines established by the Profile of Learning Rule.

Graduation Standards Implementation Policy H

RECORD KEEPING AND REPORTING

I. PURPOSE

The purpose of this policy is to establish the district's process for recording and reporting student achievement of the Graduation Standards.

II. GENERAL STATEMENT OF POLICY

The school district shall establish a system for recording student completion of primary, intermediate, middle level and high school level content standards that will include content standards completed by the student and the score achieved on each content standard. The high school transcript information will be recorded and reported using the format according to specifications provided the the commissioner. Refer to Appendix F for Preparatory Standards Report and format of high school transcript. Electronic reporting systems for the Preparatory Standards will be developed for reporting to parents.

III. RECORD KEEPING PROCEDURES

The Graduation Standards/Assessment Coordinator and principals will monitor the Profile of Learning record keeping and reporting process. The student's record of achievement on each content standard will be recorded on the Profile of Learning for Preparatory Standards and on the transcript for the Profile of Learning High Standards. ~~For beginning record keeping at the junior and senior high levels, the CART Filemaker Pro solution created by TIES will be implemented.~~ A record keeping system will be developed in the 1999-2000 school year using the "Grade Quick" software program at the senior high school. This system will import the information to the AS400 system as a part of the student transcript.

IV. OTHER DISTRICT RESPONSIBILITIES 3501.0430

A district shall maintain records of the following to be submitted for audit at the request of the State Board of Education for its periodic review of graduation standards, opportunities, and requirements:

- A. copies of local performance packages used to assess student completion of primary, intermediate, middle level, and high school content standards;
- B. aggregated records of student completion of each high school content standard;
- C. aggregated data on each year's high school graduates, including average number of high school content standards completed, and the number of each score earned on each content standard;
- D. anonymous examples of local student work that have been assigned scores of "3" and "4" on primary, intermediate, middle level, and high school content standards for both audit and district staff development opportunities; and
- E. issues, comments and concerns about student achievement and system delivery of content standards as may assist the board in upgrading or expanding student requirements under the profile of learning.