



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

March 13, 2000

7:00 p.m.

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

ATTENDANCE:

Jim Cummings _____	Anton B. Hastad _____
Lisa Erickson _____	Carol A. Ladwig _____
Stacey Foss _____	Kristine Thompson _____
Mark Gustafson _____	Larry P. Nybladh _____

AGENDA

1. **CALL TO ORDER**

- A. Pledge of Allegiance
- B. Preview of Agenda - Dr. Larry P. Nybladh, Superintendent
- C. Approval of Meeting Agenda

Moved by _____ Seconded by _____
Comments _____

- D. "We Are Proud"

*** We Are Proud of Mark Ring, Tim Nelson, Jayson Schaefer, and Doug Engstrom, Moorhead High School Music Department, for being named a Grammy Signature School by the NARAS Grammy Foundation. For only the second year, the Foundation has selected the 100 finest public high school music departments in America with over 18,000 schools in the competition.

SCHOOL BOARD AGENDA - March 13, 2000

PAGE 2

*** We Are Proud of the Moorhead High Key Club, Senior High Student Council and Moorhead Area Education Foundation (MAEF) volunteers who raised \$24,367 by receiving 1,246 pledges from our community during the annual phonathon held on February 28 and 29. These funds along with other Foundation funds will be used to provide scholarships to this year's graduating seniors.

- 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. TEACHING/LEARNING MATTERS - Kovash
 - (1) Approval of Grants - Page 6-13
 - (2) Acceptance of Gifts - Page 14
- B. SYSTEM SUPPORT MATTERS - Astrup
- C. HUMAN RESOURCE MATTERS- Lacher
 - (1) Approval of New Employees - Page 15
 - (2) Approval of Family/Medical Leaves - Page 16
 - (3) Acceptance of Resignations - Page 17
 - (4) Approval of Change in Contract - Page 18
 - (5) Acceptance of Termination - Page 19
- D. SUPERINTENDENT MATTERS - Nybladh
 - (1) Approval of February 14 and 28, 2000 Minutes - Pages 20-30
 - (2) Approval of March Claims

SCHOOL BOARD AGENDA - March 13, 2000
PAGE 3

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

Moved by _____ Seconded by _____
Comments _____

3. **COMMITTEE REPORTS**

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

(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.)

Library Management System - Galles
Page 31

5. **REQUEST FOR PROPOSALS FOR VENDING SERVICES:** Astrup
Pages 32-36

Suggested Resolution: Move to approve the Request for Proposals for Vending Services and direct administration move forward with the bid process as defined in MN Statute 123B.52.

Moved by _____ Seconded by _____
Comments _____

6. **RESOLUTION FOR DISCONTINUING AND REDUCING EDUCATIONAL PROGRAMS AND LICENSED POSITIONS:** Kovash
Pages 37-40

Suggested Resolution: Move to approve the resolution as presented.

Moved by _____ Seconded by _____
Comments _____

SCHOOL BOARD AGENDA - March 13, 2000

PAGE 4

7. **RESOLUTION FOR DISCONTINUING AND REDUCING PROGRAMS AND NON-LICENSED POSITIONS:** Kovash

Pages 41-42

Suggested Resolution: Move to approve the discontinuance of positions as presented.

Moved by _____ Seconded by _____

Comments _____

8. **2000-2001 ANNUAL OPERATIONAL PLAN:** Nybladh/Astrup

Page 43

Suggested Resolution: Move to approve the 2000-2001 Annual Operational Plan which includes the preliminary budget for the 2000-2001 school year.

Moved by _____ Seconded by _____

Comments _____

9. **LEAVE OF ABSENCE:** Lacher

Page 44

Suggested Resolution: Move to approve the written request of Linda Fitzgerald for a leave of absence pursuant to Minn. Stat. 122A.40, subd. 12, effective immediately.

Moved by _____ Seconded by _____

Comments _____

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

11. **ADJOURNMENT**

SCHOOL BOARD AGENDA - March 13, 2000**PAGE 5****CALENDAR OF EVENTS**

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Long Range Planning Com.	March 14	3:45 pm	Townsite
Inst. and Curr. Adv. Com.	March 16	7 am	Townsite
Supt. Adv. Council	March 16	7 pm	Townsite
Policy Review Com.	March 20	7 pm	Townsite
District Student/Staff Assistance Com.	March 20	3:30 pm	Townsite
Com. Ed. Adv. Council	March 21	7 pm	Townsite
End of 3rd Quarter	March 24		
School Board	March 27	7 pm	Townsite
K-P/T Day Conferences (day)	March 28		
K-P/T Day Conferences (day)	March 29		
K-12 P/T Conferences (8-11, 12-4, 5-8:30)	March 30		
K-12 P/T Conferences (7:30 - 11 am)	March 31		
K-12 No School/Tchr Comp (pm)	March 31		
School Board	April 10	7 pm	Townsite
Long Range Planning Com.	April 11	3:45 pm	Townsite
District Student/Staff Assistance Com.	April 17	3:30 pm	Townsite
Policy Review Com.	April 17	7 pm	Townsite
Com. Ed. Adv. Council	April 18	6:30 pm	Townsite
Inst. and Curr. Adv. Com.	April 20	7 am	Townsite
Supt. Adv. Council	April 20	7 pm	Townsite
Spring Break/No School	April 21-24		
School Board	April 24	7 pm	Townsite

MEMO #: I-00-221



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Grant Acceptance
DATE: March 7, 2000

Pat Babolian and the Red River Alternative Learning Center have been awarded \$500.00 from the Minnesota 4-H Foundation Small Grant for the 1999-2000 program year.

SUGGESTED RESOLUTION: Move to accept the grant as presented.

LAK/smw

MEMO #: I-00-224

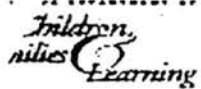


TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Grant Acceptance
DATE: March 8, 2000

Attached is the approved application for Consolidated Improving America's Schools Act. This reflects increases in Title I, Title II and Title VI funding due to an increase in the original district allocation.

SUGGESTED RESOLUTION: Move to accept the Consolidated Improving America's Schools Act amended grant in the amount of \$898,024.35

LAK/smw



Learner Options
1500 Highway 36 West
Roseville, MN 55113-4266

CONSOLIDATED APPLICATION FOR
IMPROVING AMERICA'S SCHOOLS ACT

ED-00261-20

DUE:

5/28/99

GENERAL INFORMATION AND INSTRUCTIONS: Please send the signed original and one copy to the above address
May 28, 1999. For further instructions refer to the Supplemental Instructions on Page A.I. (1).

on request, this application can be made available in alternative formats including Braille, audio tape, internet access and large print.

S.Y.

1999 - 2000

UNIFORM DISTRICT IDENTIFICATION

District Name
Dorchester Public Schools

District Number
152

Address
10 - 4th Ave. S.

City
Dorchester

Zip Code
56560

LEA Representative Name
Robert Jernberg

Title
Asst. Supt. Teaching & Learning

Telephone Number
(218) 299-6227

FAX Number
(218) 233-1610

FUNDING INFORMATION

TITLE I		TITLE II		TITLE VI		TOTALS
<input type="checkbox"/> Original	<input checked="" type="checkbox"/> Addendum	<input type="checkbox"/> Original	<input checked="" type="checkbox"/> Addendum	<input type="checkbox"/> Original	<input checked="" type="checkbox"/> Addendum	
\$ 826,281.90	Total Amount Requested	\$ 30,092.98	Total Amount Requested	\$ 41,649.47	Total Amount Requested	\$ 898,024.35 (Amount Requested)
Amount of Funds in Schoolwide Programs	\$ 179,765.28	Amount of Funds in Schoolwide Programs	\$ 5520.00	Amount of Funds in Schoolwide Programs	\$	\$ 35,421.00 (Administration)
Reserved for Administration	\$ 33,375.00	Reserved for Administration	\$ 2046.00	Reserved for Administration	\$	

LOCAL BOARD OF EDUCATION ACTION

The local Board of Education of ISD #152 (district name) has Robert Jernberg (person's name) at a monthly meeting held May 24, 1999 to act as the LEA Representative in filing an application for funds as provided under Public Law 103-382 for the school year 1999-2000. 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. The following persons are authorized as contact persons for:


Title	Name	Telephone Number	Fax Number
Title I	Patricia King	(218) 299-6257	(218) 233-1610
Title II	Lynne Kovash	(218) 299-6296	(218) 233-1610
Title VI	Patricia King	(218) 299-6257	(218) 233-1610

Signature of LEA Representative

Date

CHILDREN, FAMILIES & LEARNING REVIEW / APPROVAL

Director Signature	Area # 3	Date 2/8/2000
Approval Signature		Date

MEMO #: I-00-214
TO: Dr. Larry Nybladh
FROM: Lynne Kovash 
SUBJECT: Approval of Grant Application
DATE: March 9, 2000

The district is requesting \$16,968.42 in Private Equity Services funding under IASA Title I as attached. Funding will be utilized for Title I services for nonpublic students attending St. Joseph School for the 2000-2001 school year.

These funds will reduce the burden for nonpublic students when we submit the 2000-2001 Title I application.

Suggested Resolution: Move to approve the grant as outlined. ..

LK/slw
Attachment

MINNESOTA DEPARTMENT OF Children Families Learning	Division of Learner Options 1500 Highway 36 West Roseville, MN 55113-4266	IASA TITLE I - APPLICATION FOR PRIVATE EQUITY SERVICES FUNDING	ED-01944-12
			DUE 3/20/00

GENERAL INFORMATION AND INSTRUCTIONS: School districts may use this application to apply for noninstructional funds to provide educationally-deprived children, who reside in a project area of the LEA and who are enrolled in private, elementary and secondary schools, services and arrangements as will ensure those children's participation on an equitable basis in accordance with the requirements of P.L. 103-382. Return this completed application to the above address by **March 20, 2000**. All financial information should be maintained under CFDA #84.010.

IDENTIFICATION INFORMATION			
District Name Moorhead Public School District		District Number 152	Area
LEA Representative Lynne Kovash	Title Asst. Superintendent	Telephone Number (218) 299 6224	Fax Number (218) 233 1610
Mailing Address 810 - 4th Ave. S.	City Moorhead	State MN	Zip Code 56560
Name of Contact Person Pat King	Title Compensatory Program Manager	Telephone Number (218) 299 6257	Fax Number (218) 233 1610
Mailing Address 810 - 4th Ave. S.	City Moorhead	State MN	Zip 56560

FUNDS REQUESTED
FY 2000-2001: \$ 16,968.42

FUNDS APPROVED
\$

LOCAL BOARD OF EDUCATION ACTION
<p>The Local Board of Education of this school district, at a meeting held on <u>3/13/00</u> authorized the undersigned to act as the LEA Representative in filing an Application for Private Equity Services Funding as provided under IASA Title I, P.L. 103-382, for the school year 2000-2001. 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.</p> <p><u>Pat King</u> as Contact Person (optional) was also approved.</p> <p>_____ Signature of LEA Representative</p> <p>_____ Date</p>

FOR MINNESOTA DEPARTMENT OF CHILDREN, FAMILIES AND LEARNING USE			
Signature - CFL Responsible Authority	Date Approved	Final Approval Signature	Date Approved
CFL Comments:			

IASA TITLE I APPLICATION FOR PRIVATE EQUITY SERVICES FUNDING

District Name:

Moorhead Public Schools

District Number:

152

TITLE I PARTICIPATION

Provide the requested numbers of private schools for school year 2000-2001. Also estimate the numbers of private school students who will be eligible to receive service and the number who will be served.

ITEM

NUMBERS

Total number of private schools in the district

2

Total number of private schools to BE SERVED

1

Estimated number of private school students identified as "below grade level"

50

Estimated number of eligible private school students who will BE SERVED

50

INTENDED USE OF FUNDS

Describe the services to be provided and how these funds will be used to increase the number of private students served.

Non-instructional personnel hired with Title I Private Equity Funds through District 152 will monitor students in computer assisted instruction. Students are identified according to teacher judgment and district selection criteria. The level at which the students work is determined by the classroom teacher. The non-instructional personnel give printout feedback to the classroom teacher. The program will continue to utilize various computer and Classworks software to serve students in reading/language arts and math.

PROJECT BUDGET SUMMARY

Please call your Area Director if you need assistance. **NOTE: All budget items apply to Finance Dimension 402.** All financial information should be maintained under CFDA #84.010.

LINE NO	UFARS OBJECT CODE	OBJECT ITEM	ORIGINAL BUDGET	REQUESTED BUDGET CHANGE	REVISED TOTAL BUDGET
1	170	Non-Instructional Personnel	14,140.14		
2	200	Fringe Benefits	2,828.28		
3	360	Public Carrier			
4	361	Private Bus Operators			
5	365	District Owned Buses			
6	370	Rentals/Leases			
7	300	Other Purchased Services (specify):			
8	500	Capital Expenditures (needs documentation)*			
9	TOTAL	(Add lines 1 through 8)	16,968.42		

* Except UFARS Object Code 530

CFL BUDGET APPROVAL

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

Signature - CFL Official

Date

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

ED-01944-123
Page 3

DISTRICT NAME:
Moorhead Public Schools

PAGE 3 OF 4

BUDGET BREAKDOWN (FOR PRIVATE EQUITY PROJECT)

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

UFARS OBJECT CODE	DESCRIPTION AND JUSTIFICATION	QUANTITY	ITEM COST	TOTAL PER BUDGET LINE NUMBER
170	Non-Instructional Personnel	2 FTE		\$ 14,140.14
200	Fringe Benefits			2,828.28
TOTAL				\$16,968.42

IASA TITLE I:
APPLICATION FOR PRIVATE EQUITY SERVICES FUNDING

COMPLETE ONE PAGE FOR EACH PARTICIPATING PRIVATE SCHOOL

District Name

Moorhead Public Schools #0152-01

Private School Name

St. Joseph's School

**CONSULTATION
PROCESS**

In the space below, describe the consultation process with the private school.

The district Title I Coordinator met with the principal of St. Joseph's school on February 25, 2000 to review the program and to assist in setting up the program for the 2000-2001 school year. Computer Assisted Instruction is the continued desire of St. Joseph's.

Consultation with the principal of St. Joseph's and non-instructional staff is on-going during the school year. The Title I Coordinator makes site visits bi-monthly to check on the operation of the program and assist with any concerns or questions.

Software and equipment purchases are made with regular Title I, Title VI or building funds, or a combination of these.

VERIFICATION OF PARTICIPATION

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

Signature - Administrator, Private School

Date

MEMO #: I-00-219



TO: Dr. Larry Nybladh

FROM: Lynne Kovash *LK*

SUBJECT: Gift Acceptance

DATE: March 7, 2000

The district has received the following gifts:

Washington Elementary has received 2 Apple LC II computers w/monitor valued at \$100.00 each, 1 Apple Macintosh IIfx computer w/monitor valued at \$125.00 each, 2 Apple LC 520 computers w/built-in monitor valued at \$200.00 each from Eric Krueger and Strata.Com.


\$500.00 from John C. Arneson Insurance Agency was given to the Activities Office to add to the activities budget.

SUGGESTED RESOLUTION: Move to accept the gifts as presented.

LAK/smw

MEMORANDUM P 00.057

TO: Dr. Larry Nybladh

FROM: Robert Lacher 

DATE: March 7, 2000

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:

Melanie Gensrich Attendance Caller, Senior High, B21 (2) \$9.83 per hour,
3 hours daily, effective March 6, 2000. (Replace Andrea Heldt)

Hadar Maltai ESL Paraprofessional, Functional Workforce Program,
effective March 6, 2000. (Replace Mustafa Nabi)

Suggested Resolution: Move to approve the employment as presented.

RL:sh

MEMORANDUM P 00.059

TO: Dr. Larry Nybladh

FROM: Robert Lacher



DATE: February 22, 2000

SUBJECT: Family/Medical Leave

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

Charlette Moe Choir Teacher, Junior High, to begin on or near April 23, 2000 for the remainder of the 1999-2000 school year.

Mary Fluto ECSE Paraprofessional, Edison Elementary, from February 28 to April 3, 2000.

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

RL:sh

MEMORANDUM P 00.058

TO: Dr. Larry Nybladh

FROM: Robert Lacher



DATE: March 7, 2000

SUBJECT: Resignations

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

Patricia Bayona Immersion Teacher, Probstfield, effective June 2, 2000.

Renee Kerzman Elementary Teacher, on leave of absence, effective June 2, 2000.

Kristin Weiss German Teacher, Senior/Junior High, effective June 2, 2000.

Steven Lundblad Head Cook, Junior High, effective February 29, 2000.

Jane Sweeney Title I Paraprofessional, Edison Elementary, effective March 10, 2000.

Susan Pezalla EBD Paraprofessional, Riverside, effective February 22, 2000.

Suggested Resolution: Move to accept the resignations as presented.

RL:sh

MEMORANDUM P 00.061

TO: Dr. Larry Nybladh

FROM: Robert Lacher



DATE: March 7, 2000

SUBJECT: Change in Contract

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

William Franklin Title I Teacher, Robert Asp, to Guidance Counselor, Junior High, effective March 13, 2000. (Replace Nadine Butts)

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

RL:sh

MEMORANDUM P 00.063

TO: Dr. Larry Nybladh

FROM: Robert Lacher 

DATE: March 7, 2000

SUBJECT: Termination of Probationary Paraprofessional.

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

Joanne Gomez EBD Paraprofessional, RRALC, effective immediately.

Suggested Resolution: Move to accept the termination as presented.

RL:sh

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
FEBRUARY 14, 2000
PAGE 1**

MEMBERS PRESENT: Jim Cummings, Lisa Erickson, Stacey Foss, Carol A. Ladwig, Kristine Thompson, and Dr. Larry P. Nybladh.

MEMBERS ABSENT: Mark Gustafson and Anton B. Hastad.

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 Nybladh recommended the agenda proceed as presented.

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

WE ARE PROUD:

*** We Are Proud of Bryce Haugen for taking first place honors in the Moorhead Junior High School Geography Bee. Nick Sternhagen placed second, and Derrick Turner, a seventh grader, placed third.

The Bee, sponsored by the National Geographic Society, is an integral part of the Society's campaign to restore geography to every classroom in the country.

*** We Are Proud - Moorhead High School's Cyber Knowledge Team A tied with Warroad for first in the state in the Cyber Knowledge Competition Jan. 24-28. The Moorhead Junior High team placed fourth in the state. Thirty-two teams participated in the state competition.

Moorhead students also captured the top three spots in Region IV. Moorhead High Team A placed first, Moorhead Junior High placed second and Moorhead High Team B placed third. Eight teams from Region IV participated in the competition.

Moorhead High A: Jim Ross, Rory Lenertz, David Grandbois, BJ Shiers, Jake Welch and Steven Tranby

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
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FEBRUARY 14, 2000
PAGE 2**

Moorhead High B: Bob Bekkerus, Will Hewitt, Tim Gustafson, Lee Richards, Jack Rousseau, and John Langdahl.

Moorhead Junior High Team: Zack Kenz, Matt Dahlen, Ian Burman, Lindsey Marcy, Brock Ashmore, and Shane Olson.

Charlie Fisher served as the Moorhead High School coach and Lois Brown served as coach of the Moorhead Junior High team.

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: Pat Sullivan, President of Education Moorhead, acknowledged the budget shortfall and thanked Dr. Nybladh, the School Board and central office administration for the collaborative process in determining ways to both reduce the district's budget expenditures and to enhance revenues. Sullivan also emphasized her concern related to increasing class sizes and the impact on education.

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

Grant - Accept the \$5,000 Local Collaborative Time Study grant to assist the Partners in Learning Family Literacy project with the increasing cost of transportation.

Gifts - Accept the following gifts: \$800 from VFW Post #21 to purchase a new volleyball judging platform at the Senior High School and a \$5,090 gift from Moorhead Spud Boosters and Moorhead Optimist Club to purchase two score tables for use at home contests.

Change Orders - Approve Junior High Change Order #19 for an \$850 increase; Probstfield Change Order #20 for a \$396 increase; Asp Change Order #21 for an \$1,624 increase; and Senior High Change Order #22 for an \$8,266 increase.

Townsite Rental Lease - Approve a lease to Migrant Health for an annual rental amount of \$25,682.90.

**REGULAR MEETING
BOARD OF EDUCATION
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New Employees

Susan Pezalla - EBD Paraprofessional, Riverside, B21 (2) \$9.83 per hour, 6.5 hours daily, effective February 4, 2000. (Paid for by DGF)
Jessica Christmann - MSMI Paraprofessional, Probstfield, B21 (2) \$9.83 per hour, 6.5 hours daily, effective February 3, 2000.
Carol Honick - ECSE Paraprofessional, Riverside/Probstfield, B21 (2) \$9.83 per hour, 6.5 hours daily, effective February 14, 2000.
Robert Erickson - EBD Paraprofessional, Edison, B21 (2) \$9.83 per hour, 3.25 hours daily, effective January 31, 2000.

Change in Contract

Michele Hartel - MSMI Paraprofessional, Probstfield, to half-time Nurse's Secretary, Edison Elementary, effective February 7, 2000.
Jeanne Erickson - Nurse's Secretary, Edison Elementary, to half-time Nurse's Secretary's, Edison, effective February 7, 2000.

Family/Medical Leave

Melissa Lund - English Teacher, Senior High, to be around March 30, 2000 for six weeks.
Julie Reno - Math Teacher, Senior High, to begin around May 3, 2000 for the remainder of the 1999-2000 school year.
Audrey Shafer Erickson - English Teacher, Senior High, to begin about March 21, 2000 for the remainder of the 1999-2000 school year.

Resignations

Diana Barendt - Autistic Paraprofessional, Probstfield, effective January 21, 2000.
Andrea Heldt - Security/Night Attendance Caller, Senior High, effective February 8, 2000.

Minutes - Approve the January 6 and 24, 2000 minutes as presented.

Claims - Approve the February Claims, subject to audit, in the amount of \$1,227,427.86.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
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General Fund:	\$617,275.41
Food Service:	71,588.59
Transportation:	204,300.29
Community Service:	47,225.85
Capital Expenditure	246,021.83
Debt Redemption	375.00
Townsite Centre	<u>40,640.89</u>
TOTAL	\$1,227,427.86

Motion carried 5-0.

COMMITTEE REPORTS: Brief reports were heard regarding the Early Childhood Family Education Advisory Council, Indian Education Committee, Alternative Education Task Force, Joint Powers Committee, and Activities Council meetings.

POLICY APPROVAL: Ladwig moved, seconded by Foss, to approve the policy, Promotion, Retention and Acceleration of Elementary Students (IKE), as presented. Motion carried 5-0.

POLICY APPROVAL: Cummings moved, seconded by Thompson, to approve the policy, Family Involvement (KMA), as presented. Motion carried 5-0.

POLICY APPROVAL: Cummings moved, seconded by Ladwig, to approve the policy, Cash Management (DAA), as presented. Motion carried 5-0.

POLICY APPROVAL: Thompson moved, seconded by Cummings, to approve the policy, Health and Safety Protection (GBEE), as presented. Motion carried 5-0.

POLICY APPROVAL: Ladwig moved, seconded by Cummings, to approve the policy, Safety and Security Technology (ECA), as presented. Motion carried 5-0.

REGULAR MEETING
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INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
FEBRUARY 14, 2000
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POLICY APPROVAL: Cummings moved, seconded by Foss, to delay action on policy, High School Academic, Activity and Varsity Athletic Letters (JIA), until the March 27 meeting. Ladwig requested delaying any changes to administrative policy (JIA.A) also. Motion carried 5-0.

SPORT CENTER LEASE: Cummings moved, seconded by Thompson, to approve the 1999-2001 Sport Center Lease with the City of Moorhead at an annual rate of \$34,606.25. Motion carried 5-0.

RESCINDING PREVIOUS RESOLUTION PROPOSING TO IMMEDIATELY

DISCHARGE LINDA FITZGERALD: Ladwig moved, seconded by Cummings, to pass the resolution rescinding the previous resolution proposing to immediately discharge Linda Fitzgerald as written by our legal counsel. Motion carried 5-0.

PAY EQUITY IMPLEMENTATION REPORT: Ladwig moved, seconded by Cummings, to accept the State Pay Equity Report, request Board chairperson's signature and direct the Human Resources staff to post and notify appropriate bargaining units. Motion carried 5-0.

PURCHASE OF STUDENT TRANSPORT VEHICLES: Cummings moved, seconded by Thompson, to approve the purchase of two GMC Safari mini-vans from Falls Automotive at a cost of \$22,734 each without tax, license and fees. Motion carried 5-0.

TRANSPORTATION BUDGET REVISION: Cummings moved, seconded by Ladwig, to approve the changes to the 1999-2000 transportation budget as presented. Motion carried 5-0.

2000-2001 ANNUAL OPERATIONAL PLAN: Astrup and Bacon provided an initial review of the Pupil Transportation Fund III.

CLAY COUNTY JOINT POWERS COLLABORATIVE AGREEMENT: Ladwig moved, seconded by Cummings, to approve the Clay County Joint Powers Collaborative Agreement as presented. Motion carried 5-0.

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OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Ladwig, Cummings and Thompson shared highlights from the 2000 Minnesota School Boards Association Leadership Conference in January. Foss reminded Board members of the upcoming February 15 DARE graduation and the MSBA Phase III training to be held in March and April. Foss also commented on her attendance at the Kellogg Initiative Service-Learning grant meeting in St. Paul.

ADJOURNMENT: Hearing no objections, the meeting adjourned at 8:42 p.m.

Carol Ladwig, Clerk

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
FEBRUARY 28, 2000
PAGE 1**

MEMBERS PRESENT: Jim Cummings, Lisa Erickson, Stacey Foss, Mark Gustafson, Anton B. Hastad, Carol A. Ladwig, Kristine Thompson, and Dr. Larry P. Nybladh.

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 Nybladh recommended the agenda proceed as presented.

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

WE ARE PROUD:

*** We Are Proud of Kellee Trautman, Moorhead Junior High eighth-grade clarinetist, who was selected to perform in the fourth annual Minnesota Band Directors Association (MBDA) Middle Level Honor Band.

Nearly 600 musicians from 103 schools across Minnesota prepared and submitted audition tapes this past fall. Trautmann is one of only 75 students selected to perform during the annual Minnesota Music Educators Association's mid-winter clinic. The Middle Level Honor Band performed on February 19 in the Grand Ballroom of the Minneapolis Convention Center. Trautmann is a student of Moorhead Junior High band director Denise Pesola.

*** We Are Proud of the following winners of the Grade Level Spelling Bees held at Robert Asp and Moorhead Junior High:

Grade 5: Andrew Chen
Grade 6: Megan Kimball
Grade 7: Erin Koppang
Grade 8: Damyon Miller

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The top six spellers from each of the Grade Level Bees competed in the Moorhead District Spelling Bee held on February 15 in the senior high school auditorium. Winners are:

First Place: Mitch Nelson, Grade 8
Second Place: Ben Gunderson, Grade 7
Third Place Tie: Samantha Erdmann, Grade 8 and Shane Thielges, Grade 6

Mitch and Ben will represent Moorhead Schools at the Regional Spelling Bee in Fergus Falls on March 2.

*** We Are Proud of Moorhead Junior High School Mathcounts team for placing second in the chapter competition held at Moorhead State University on February 9. Zack Kenz, Erin Koppang, Ingrid Anderson, and Kateri Skunes will compete at the state competition in Arden Hills on March 25th.

Team members were eighth grader Zach Kenz and seventh graders Kateri Skunes, Erin Koppang and River Finken. Alternates were Ingrid Anderson and Allyson Carey. Zack Kenz place first individual and third place in the countdown round.

Erin Koppang placed third individual and second place in the countdown round. Kateria Skunes placed in the top eight individual and Ingrid Anderson placed second as an alternate.

The Mathcounts team is coached by Ken Welken. Mathcounts, a national competition, tests students on probability, statistics, linear algebra, and polynomials.

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: Chair Foss requested the public to use the forms available on the back table if they would like to speak to the Board. The form provides the name and address to assist with secretarial procedures.

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

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Grant - Accept the \$780.76 grant from the Moorhead Area Education Foundation for Sandy Kortan to purchase materials that will be used in the Writer's workshop at George Washington School.

NSF Check Collection - Approve collection of NSF checks as listed.

Change Order - Approve Washington Change Order #23 for an increase of \$2,608.

New Employee

Candy Thompson - Autism Paraprofessional, Probstfield, B21 (2) \$9.83 per hour, 6.5 hours daily, effective February 28, 2000.

Family/Medical Leave

Carole Mitchell - Second Cook, Edison, to begin March 1, 2000 for the remainder of the 1999-2000 school year.

Resignations

Nadine Butts - Counselor, Junior High, effective March 10, 2000.
Twyla Nielsen - Counselor, Senior High, effective at the close of the 1999-2000 school year.
Jason Miller - Science Teacher, Senior High, effective June 2, 2000.
Steve Zelinski - Elementary Teacher, on leave of absence, effective June 2, 2000.
Richard Trowbridge - Custodian, Riverside Elementary, effective February 29, 2000.
Mustala Nabi - Paraprofessional, ABE Program, effective February 18, 2000.

Early Retirement

Jon Babler - 4th Grade Teacher, Edison, effective June 2, 2000.
Astrid Brenny - Hearing Teacher, Junior, effective June 2, 2000.
Thomas Case - Grade 4 Teacher, Probstfield, effective June 2, 2000.
Sharon Luckason - Physical Education Teacher, Probstfield, effective June 2, 2000.
Arlene McComb - Music Teacher, Washington, effective June 2, 2000.
Doreen McDonald - Kindergarten Teacher, Probstfield, pending April 21 meeting.
Jacqueline Miller - Grade 2 Teacher, Probstfield, effective June 2, 2000.
Dennis Mitchell - Grade 5 Teacher, Riverside, at the end of the 1999-2000 school year.

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Carole Olsen - Grade 4 Teacher, Probstfield, effective June 2, 2000.

Margaret Olson - Home Ec. Teacher, Senior High, effective June 2, 2000.

Iretta Smith - Kindergarten Teacher, Washington, effective at the end of the 1999-2000 school year.

Carole Westra - Grade 2 Teacher, Edison, effective June 2, 2000.

James Westra - Science Teacher, Senior High, effective June 2, 2000.

Janice Buckner - Program Manager Technology, Townsite Centre, effective June 30, 2000.

Motion carried 6-0.

COMMITTEE REPORTS: Brief reports were heard regarding the Instruction and Curriculum Advisory Committee, Community Education Advisory Council, and the Clay County Joint Powers Collaborative - Local Time Study Committee meetings. Thompson reported on a Kurdish Parent Potluck meeting at Probstfield School.

RESTORATIVE JUSTICE PROGRAM: Dave Anderson and Mike Kutzke, Moorhead Police Department, provided a visual presentation and distributed several handouts related to the Restorative Justice Program. The Restorative Justice program implements new concepts that include and enhance ways in which crimes harm relationships in the context of community. It is a new framework for the criminal justice system that is rapidly gaining acceptance and support by criminal justice professionals and community groups in Minnesota and across the nation. The program is an additional tool and will not replace the existing system and is part of a community collaborative project.

FOOTBALL STADIUM BID SPECIFICATIONS: Don Hulbert commended "The Stadium Committee" for their efforts related to the football stadium. Phil Seljevold introduced "The Stadium Committee" members and thanked the school district for their assistance. Bill Cowman, Foss Associates, gave a presentation that included schematic plans for the stadium.

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Gustafson moved, seconded by Ladwig, to approve the bid package for the Stadium Project as prepared by Foss Associates and direct administration to move forward with the bid process as defined in MN Statute 123B.52. Motion carried 7-0. Thompson added that the district contribution was not instructional monies but funds approved by the state and mandated for bleacher renovation.

2000-2001 ANNUAL OPERATIONAL PLAN: Astrup and Kovash provided a visual presentation related to an initial review of the General and Capital Outlay funds. Astrup, Kovash and Nybladh presented the recommendation for reductions in programs and positions.

Teresa Norwig, 3911 7th Street South, questioned the decrease of property tax revenues for the 2000-2001 Annual Operational Plan General Fund. Astrup clarified it was because of the introduction of the educational homestead credit.

Dawn Carey, 3131 Rivershore Drive, expressed her concern regarding the Spanish Immersion Program and possible reduction. Ms. Carey also asked how parents could assist the school district in obtaining additional funding. Dr. Nybladh thanked her for her concern and recommended she contact local legislatures and become involved in district PTACs and committees.

ACCEPTANCE OF RESIGNATION: Hastad moved, seconded by Erickson, to accept the resignation of Mr. Robert Lacher effective June 30, 2000. Motion carried 7-0

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Foss commented that the board would be scheduling a team-building board evaluation session sometime in March.

ADJOURNMENT: Hearing no objections, the meeting adjourned at 9:26 p.m.

Carol Ladwig, Clerk

MEMO #: I-00-220



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: SIRSI Unicorn Library Management System
DATE: March 7, 2000

Media Services Program Manager, Gay Galles will demonstrate the new automated Library Management System. The SIRSI systems's broad range of features and functions will be beneficial to the district's educational programming.

LAK/smw

Memo #: B00243
To: Dr. Nybladh
From: Beth Astrup BA
Subject: Request for Proposals - Vending Services
Date: March 6, 2000

For the past five years the District has contracted with FM Vending for vending operations throughout the District. The District has averaged \$27,000 annually from commissions earned on vending activity.

The contract with FM vending has expired and therefore it is necessary to once again request proposals from vendors for vending services. I have attached a copy of the Request for Proposals for your review. The contract would be in effect for four years with provisions for a two year extension.

Suggested Resolution: Move to approve the Request for Proposals for Vending Services and direct administration move forward with the bid process as defined in MN Statute 123B.52.

**Moorhead Area Public Schools
Beverage Vending & Snack Food Vending
Request for Proposals
March 2000**

The Moorhead Public School District #152 is requesting responses from qualified supplier(s) to provide and support the sale of beverages & snack foods in the facilities owned by the Moorhead Area Public Schools. This agreement is not intended to be an exclusive arrangement, but a recognition of the vendors ability to provide service in the facilities and on the grounds of the Moorhead Area Public Schools. Vendors, however, in addition to a response to this request may provide an exclusive contract arrangement for consideration by the Moorhead Area Public Schools.

The contractual arrangement between the Moorhead Public School District #152 and the qualified supplier(s) will be for a period of four (4) years beginning July 1, 2000 and ending June 30, 2005, with provisions for an additional two (2) year extension. Payment arrangements, commission from sales, and provision of product from the qualified supplier(s) should be specified in the response to this proposal.

Response to this request is due in the office of the Assistant Superintendent for Systems Support, Moorhead Public School District #152, 810 4th Ave. So., Moorhead, MN 56560, by April 11, 2000.

Questions regarding this request for proposal should be directed to Beth Astrup, Assistant Superintendent for Systems Support, Moorhead Public School District #152, 810 4th Ave. So., Moorhead, MN 56560, or telephone number 218-299-6220.

I Information

- A. Student enrollment - **5,755**
- B. Teaching staff - **445**
- C. Support staff - **415**
- D. Facilities & current vending machine locations
Attachment #1
- E. Quantity Sales
Attachment #1

II Scope

- A. Beverages
 - 1. Soft drinks
 - a. Cans
 - b. Bottles
 - c. Concentrate
 - 2. Bottled water
 - 3. Juice drinks
 - 4. Sport drinks
- B. Snack Foods
 - 1. Chips
 - 2. Cookies
 - 3. Candy
 - 4. Other
- C. Vendor should provide a detail of the products that will be included in the response.

III Proposal Requirements

- A. Respondent will provide a detailed financial and operational plan to support its proposal.
- B. Response should provide information regarding sales objectives and potential additional sales opportunities which may be explored by the Moorhead Area Public Schools.
- C. Response can also provide examples of innovation, alternative sales and distribution strategies, marketing proposals, and operational options which may enhance revenues.
- D. Response should identify specific products available from the supplier.

- E. Response should identify equipment available to distribute suppliers products.
- F. Response should identify suppliers service plan including hours and days of service.
- G. Response should identify all efforts to support sales and distribution in all operations (i.e., vending machines, events, ala carte food service lines).
- H. Response should identify Moorhead Area Public Schools share in additional revenues that are the result of sales growth of suppliers product.
- I. Response should identify proposed payments to the Moorhead Area Public Schools. Form may include annual front end payment, commissions, rebates, product, volume incentives, bonuses, scholarships, marketing partnerships, per person payments, or any other payment proposed by the supplier.
- J. Response is intended to be a partnership between the supplier and the Moorhead Area Public Schools.
- K. The Moorhead Area Public Schools reserves the right to reject all responses if they do not meet the intended needs and expectations of the district. The district also reserves the right to accept more than one response, or to negotiate with suppliers for more than one supplier provided the negotiations can result in similar offers from the supplier(s).
- L. Response should be in the form of a narrative proposal and include estimated or proposed annual payments to the Moorhead Area Public Schools over the term of the proposed agreement and the possible additional extension.
- M. Response should be placed in a sealed envelope and marked Vending Request for Proposal, April 11, 2000 and delivered to the Office of the Assistant Superintendent for Systems Support, Moorhead Area Public Schools 810 4th Ave. So., Moorhead, MN 56560.

FACILITIES & VENDING MACHINES IN DISTRICT

<u>Location</u>	<u>Type of Machines</u>	<u>7/98-6/99 Sales</u>
Moorhead Sr. High 2300 4th Ave. So. Moorhead, MN 56560	1 Candy 3 Soda 1 Juice	\$41,910.54
Moorhead Jr. High 2020 11th St. So. Commons Area	2 Candy 2 Soda	8,086.10
Asp 910 11th St. No. Staff Breakroom	1 Candy 1 Soda	4,200.00
Edison 1110 14th St. So. Staff Breakroom	1 Soda	1,695.40
Probstfield 2410 14th St. So. Staff Breakroom	1 Soda	3,182.45
Riverside 310 14th Ave. So. Staff Breakroom	1 Soda	858.55
Washington 901 14th St. No. Staff Breakroom	1 Candy 1 Soda	2,875.75
Voyager 1330 8th Ave. No. Commons Area	1 Candy 1 Soda	1,918.20
Lincoln 215 10th St. No. Conference Room	1 Soda	640.50
Townsite Centre 810 4th Ave. So. Commons Area	1 Candy 2 Soda	7,127.80
Transportation 1304 15th Ave. No. Dispatch Area	1 Candy 1 Soda	2,198.85

MEMO #: I-00-218



TO: Dr. Larry Nybladh

FROM: Lynne Kovash *LK*

SUBJECT: Resolution for Discontinuing & Reducing Programs and
Licesenced Positions

DATE: March 6, 2000

Consider the attached resolution directing the administration to discontinue and reduce education programs and positions.

FTE	POSITION
Elementary	
.5	Kindergarten
10.00	Grades 1-4
1.0	Grades 5-6
2.0	Music
2.2	Phy. Ed.
0.266	German
0.266	French
0.266	Spanish
.70	Keyboarding
.30	Activity Advisor
1.0	Reading Recovery
.5	Kindergarten Home/School Liaison
TOTAL	<u>18.998</u>
Jr. High	
.714	English
.286	Math
.143	PE/Health
.280	Social Studies
.207	General Music Choir
.286	Spanish
.286	Art
.358	French
.072	Family Consumer Science
TOTAL	<u>2.632</u>

Sr. High

1.07	English
.07	Math
.356	PE/Health
1.00	Science
.286	Social Studies
.5	Business Education
.143	Family Consumer Science
.786	Industrial Tech
.428	German
.857	Spanish
.286	French
.33	Secretary
1.00	Counselor

TOTAL

7.112

District

.49	State Compensatory Program Manager
.2	Reading Recovery Program Manager
1.0	Alternative Education
1.0	Media Services
2.0	Emotional Behavior Disorders
1.0	Early Childhood Special Education
1.0	Learning Disability
1.0	Mild to Moderate Mentally Impaired
1.0	Deaf & Hard of Hearing
1.0	Speech Language Pathologist
.20	Adapted Physical Education
.20	Occupational Therapy
.20	Physical Therapy
.208	School Psychologist
.20	Physically Impaired
.143	Facilitator
.20	Gifted & Talented
.75	Band
1.0	Orchestra
1.0	ESL

TOTAL

13.791

OVERALL TOTAL 42.533

SUGGESTED RESOLUTION: Move to approve the resolution as presented.

Member _____ introduced the following resolution and moved its adoption.

**RESOLUTION DISCONTINUING AND REDUCING
EDUCATIONAL PROGRAMS AND POSITIONS**

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

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

That the following positions be discontinued the end of the contract year 1999-2000.

<u>FTE</u>	<u>POSITION</u>
Elementary	
.5	Kindergarten
10.00	Grades 1-4
1.00	Grades 5-6
2.00	Music
2.20	Physical Education
0.266	German
0.266	French
0.266	Spanish
0.70	Keyboarding
1.00	Reading Recovery
0.30	Activity Advisor
<u>0.50</u>	Kindergarten Home/School Liaison
18.998	
Junior High	
0.714	English
0.286	Math
0.143	PE/Health
0.280	Social Studies
0.207	General Music Choir
0.286	Spanish
0.286	Art
0.358	French
<u>0.072</u>	Family Consumer Science
2.632	Junior High Total

Senior High

1.07	English
0.07	Math
0.356	PE/Health
1.00	Science
0.286	Social Studies
0.50	Business Education
0.143	Family Consumer Science
0.786	Industrial Tech
0.428	German
0.857	Spanish
0.286	French
0.33	Secretary
<u>1.00</u>	Counselor
7.112	Senior High Total

District

0.49	State Compensatory Program Manager
0.20	Reading Recovery Program Manager
1.00	Alternative Education
1.00	Media Services
2.00	Emotional Behavior Disorders
1.00	Early Childhood Special Education
1.00	Learning Disability
1.00	Mild to Moderate Mentally Impaired
1.00	Deaf & Hard of Hearing
1.00	Speech Language Pathologist
0.20	Adapated Physical Education
0.20	Occupational Therapy
0.20	Physical Therapy
0.208	School Psychologist
0.20	Physically Impaired
0.143	Facilitator
0.20	Gifted & Talented
.75	Band
1.00	Orchestra
<u>1.00</u>	ESL
13.791	District Total

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and upon vote being taken thereon, the following voted in favor thereof: Jim Cummings, Stacey Foss, Mark Gustafson, Anton B. Hastad, Lisa Erickson, Carol A. Ladwig, and Kristine Thompson.

There upon said resolution was declared duly passed and adopted.

MEMO #: I-00-222



TO: Dr. Larry Nybladh
FROM: Lynne Kovash
SUBJECT: Discontinuing & Reducing Non-Licensed Positions
DATE: March 7, 2000

Consider the attached resolution directing the administration to discontinue and reduce Non-licensed positions.

FTE	POSITION
District	
1.0	Program Manager Technology
0.6	Immersion Coordinator
10.00	Special Education Paraprofessionals
3.00	Title 1/AOM Paraprofessionals
2.00	Other Paraprofessionals (High School Hall Monitors)
1.00	Clerical (District Office Clerical)
2.00	Custodial
TOTAL	19.60

SUGGESTED RESOLUTION: Move to approve the discontinuance of positions as presented.

LAK/smw
Attachment

Member _____ introduced the following resolution and moved its adoption.

RESOLUTION DISCONTINUING AND REDUCING
PROGRAMS AND POSITIONS

WHEREAS, the School Board of Independent School District #152 at a Board meeting held _____ directed the administration to make recommendations for staff reduction of Non-licensed positions due to decreasing enrollment and/or financial condition of the School District and,

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

That the following positions be discontinued the end of the contract year 1999-2000.

<u>FTE</u>	<u>POSITION</u>
District	
1.0	Program Manager Technology
0.6	Immersion Coordinator
10.00	Special Education Paraprofessionals
3.00	Title 1/AOM Paraprofessionals
2.00	Other Paraprofessionals (High School Hall Monitors)
1.00	Clerical (District Office Clerical)
2.00	Custodial

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and upon vote being taken thereon, the following voted in favor thereof: Jim Cummings, Stacey Foss, Mark Gustafson, Anton B. Hastad, Lisa Erickson, Carol A. Ladwig, and Kristine Thompson.

There upon said resolution was declared duly passed and adopted.

MEMO #: B00245

MEMO TO: DR. NYBLADH

FROM: BETH ASTRUP *B. Astrup*

DATE: MARCH 7, 2000

SUBJECT: 2000.2001 ANNUAL OPERATING PLAN

The preliminary budgets, by fund, for 2000.2001 are as follows:

Fund	Beginning Fund Balance	Revenues	Expenditures	Ending Fund Balance
01-General	\$4,267,991	\$34,906,180	\$34,906,180	\$4,267,991
02-Food Service	225,709	1,266,460	1,349,440	142,729
03-Transportation	439,415	2,309,360	2,372,610	376,165
04-Community Education	149,669	1,180,180	1,358,419	(28,570)
05-Capital Outlay	(3,607,611)	4,015,658	2,245,510	(1,837,463)
07-Debt Service	5,273,858	1,152,269	1,142,960	5,283,167
22-Enterprise	(587,493)	381,360	353,149	(559,282)

Suggested Resolution: Move to approve the 2000.2001 Annual Operating Plan which includes the preliminary budget for the 2000.2001 school year.

MEMORANDUM P 00.062

TO: Dr. Larry Nybladh

FROM: Robert Lacher



DATE: February 22, 2000

SUBJECT: Leave of absence pursuant to Minn. Stat. 122.40, subd. 12.

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

Linda Fitzgerald To be placed on a leave of absence pursuant to Minn. Stat. 122.40, subd. 12, effective immediately.

Suggested Resolution: Move to approve the leave of absence pursuant to Minn. Stat. 122.40, subd. 12, effective immediately.

RL:sh

INDEPENDENT SCHOOL DISTRICT #152

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

March 27, 2000

7:00 p.m.

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

ATTENDANCE:

Jim Cummings _____	Anton B. Hastad _____
Lisa Erickson _____	Carol A. Ladwig _____
Stacey Foss _____	Kristine Thompson _____
Mark Gustafson _____	Larry P. Nybladh _____

AGENDA

1. **CALL TO ORDER**

- A. Pledge of Allegiance
- B. Preview of Agenda - Dr. Larry P. Nybladh, Superintendent
- C. Approval of Meeting Agenda

Moved by _____ Seconded by _____
Comments _____

- D. "We Are Proud"

*** We Are Proud of 10 Moorhead High School students who qualified for national forensics tournament. On March 9-11, speech team members from 20 schools across Minnesota competed to qualify for the National Forensics League Tournament. Students who qualified will compete at the national tournament in Portland, Oregon, June 11-16. The following speakers were selected by a panel of 23 judges to compete in the categories listed:

Dramatic Interpretation: Becky Gulsvig and Erin Ladwig

Humorous Interpretation: Thomas Reed and Peter Gulsvig

Dramatic Duo: Joshua Clausen, Aaron Weir, Laura Dandurand, and Samuel Boggs

U.S. Extemporaneous Speaking: Daniel Otto

Foreign Extemporaneous Speaking: Jesse Matson

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Dramatic Interpretation: Becky Gulsvig and Erin Ladwig

Humorous Interpretation: Thomas Reed and Peter Gulsvig

Dramatic Duo: Joshua Clausen, Aaron Weir, Laura Dandurand, and Samuel Boggs

U.S. Extemporaneous Speaking: Daniel Otto

Foreign Extemporaneous Speaking: Jesse Matson

For the third straight year, Moorhead won the sweepstakes award with 105 points.

*** We Are Proud of the Science Olympiad Team from Moorhead Junior High School for earning first place honors at the Regional Science Olympiad Tournament held at Moorhead State University on February 4. Team members include: John Anderson, Andrea Bakken, Courtney Covey, Matthew Dahlen, Dillion Davis, Ben Goerndt, Matthew Hulett, Daniel Kennedy, Zackary Kenz, Ben Loock, Michael Maritato, Thor Myrum, Jeff Powers, and Nicholas Sternhagen.

The Moorhead Junior High Team went on to place sixth out of 30 teams at the State Science Olympiad Tournament at the University of St. Thomas on March 18. State medals were earned for the following events:

Rocks and Minerals: 1st Place - Nick Sternhagen and John Anderson

Road Scholar: 1st Place - Zackary Kenz and Matthew Dahlen

Pentathlon: 2nd Place - Annie Bakken, Courtney Covey, Michael Maritato, and Nicholas Sternhagen

Bio Process Lab: 3rd Place - Courtney Covey and Andrea Bakken

The Moorhead Junior High Science Olympiad Team was coached by Mick Garrett.

*** We Are Proud of the Moorhead Junior High math teams for placing first and fifth respectively at the Tri-College Math Contest, held on March 15th at the North Dakota State University.

First place team members were: Ninth grade - Krister Anderson, Brad Holschuh, Dan Stone, and Brent Vesta.

Eighth grade - Matt Fuxa and Zack Kenz.

Seventh grade - Nate Miller and Erin Koppang.

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Fifth place team members: Ninth grade - Matt Duval, Tom Hilde, John Langdahl, and Lee Richards.

Eighth grade - Mitch Nelson, Ben Rollei and Willie Roller.

Seventh grade - Ty Thoreson.

Congratulations to Dan Stone on finishing second and Matt Duval for placing in the top ten individual competition.

- 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. TEACHING/LEARNING MATTERS - Kovash
- B. SYSTEM SUPPORT MATTERS - Astrup
- C. HUMAN RESOURCE MATTERS- Lacher
(1) Approval of New Employee - Page 8
(2) Acceptance of Resignations - Page 9
(3) Approval of Change in Contract - Page 10
- D. SUPERINTENDENT MATTERS - Nybladh

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

Moved by _____ Seconded by _____
Comments _____

SCHOOL BOARD AGENDA - March 27, 2000
PAGE 4

3. **COMMITTEE REPORTS**

4. **FOOTBALL STADIUM BID AWARD:** Astrup
Pages 11-13

Suggested Resolution: Move to approve the bid.

Moved by _____ Seconded by _____
Comments _____

5. **LEVEL THREE GRIEVANCE OF TEACHER:** Lacher
Pages 14-17

Suggested Resolution: Accept the recommended action of the review committee and deny the grievance as noted in the report.

Moved by _____ Seconded by _____
Comments _____

6. **FIRST READING OF POLICIES:** Nybladh
Pages 18-21

Conduct a first reading of the following policies: Policy Governing Comparability (IHA), Principals' Performance Review (GCNB) and School Attendance Governing Enrollment of Handicapped Children/Adults (JEAA),

7. **APPROVAL OF POLICY:** Nybladh
Pages 22-25

Suggested Resolution: Move to approve the policy, High School Academic, Activity and Varsity Athletic Letters (JIA), as presented.

Moved by _____ Seconded by _____
Comments _____

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PAGE 5

8. RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL OF THE TEACHING CONTRACT OF PROBATIONARY TEACHERS: Kovash

Pages 26-27

Suggested Resolution: Move to approve the resolution directing administration to effect termination or reduction and non-renewal of probationary teacher contracts as listed.

Moved by _____ Seconded by _____
Comments _____

9. TERMINATION OR REDUCTION OF NON-LICENSED POSITIONS: Kovash

Page 28

Suggested Resolution: Move to direct the administration to effect termination or reduction of non-licensed employee contracts as listed.

Moved by _____ Seconded by _____
Comments _____

10. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

11. 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 _____

12. OPEN PUBLIC MEETING: Foss

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

Moved by _____ Seconded by _____
Comments _____

SCHOOL BOARD AGENDA - March 27, 2000
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13. **SCHOOL BOARD MEETING DATE**: Nybladh

Suggested Resolution: Move that the April 24 (second) meeting be rescheduled to
Tuesday, April 25 at 7 p.m.

Moved by _____ Seconded by _____
Comments _____

13. **ADJOURNMENT**

SCHOOL BOARD AGENDA - March 27, 2000**PAGE 7****CALENDAR OF EVENTS**

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
K-P/T Day Conferences (day)	March 28		
K-P/T Day Conferences (day)	March 29		
K-12 P/T Conferences	March 30		
(8-11, 12-4, 5-8:30)			
K-12 P/T Conferences	March 31		
(7:30 - 11 am)			
K-12 No School/Tchr Comp	March 31		
(pm)			
School Board	April 10	7 pm	Townsite
Long Range Planning Com.	April 11	3:45 pm	Townsite
District Student/Staff			
Assistance Com.	April 17	3:30 pm	Townsite
Policy Review Com.	April 17	7 pm	Townsite
Com. Ed. Appreciation Recog.	April 18	7 pm	Townsite
Com. Ed. Adv. Council	April 18	7:30 pm	Townsite
Inst. and Curr. Adv. Com.	April 20	7 am	Townsite
Supt. Adv. Council	April 20	7 pm	Townsite
Spring Break/No School	April 21-24		
School Board	April 24	7 pm	Townsite
School Board	May 8	7 pm	Townsite
District Student/Staff			
Assistance Com.	May 15	3:30 pm	Townsite
Probstfield Retirement	May 15	3:30-5 pm	Probstfield
Inst. and Curr. Adv. Com.	May 18	7 am	Townsite
Supt. Adv. Council	May 18	7 pm	Townsite
School Board	May 22	7 pm	Townsite
Memorial Day	May 29		

MEMORANDUM

P 00.076

TO: Dr. Larry Nybladh

FROM: Robert Lacher



DATE: March 21, 2000

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:

Lisa Martin Title I Paraprofessional, Robert Asp, B21 (2) \$9.83 per hour, 5 hours daily, effective February 28, 2000. (Replace Allyson Mueller)


Sherri Eggiman EBD Paraprofessional, Riverside, B21 (2) \$9.83 per hour, 6.5 hours daily, effective March 27, 2000. (Replace Susan Pezalla)

Suggested Resolution: Move to approve the employment as presented.

RL:sh

MEMORANDUM P 00.075

TO: Dr. Larry Nybladh

FROM: Robert Lacher 

DATE: March 21, 2000

SUBJECT: Resignations

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

Kimberly Forness Elementary Teacher, Probstfield, on leave of absence, effective June 2, 2000.

Janet Larson Spanish Teacher, Senior High, effective June 2, 2000.

Kristen Howell English/French Teacher, Senior High, effective June 2, 2000.

Sarah Pawlowski Grade 4 Teacher, Probstfield, effective June 2, 2000.

Carol Fridgen Secretary AV/IMC, Senior High, effective March 31, 2000.

Valerie Gustafson AOM Paraprofessional, Robert Asp, effective April 7, 2000.

Suggested Resolution: Move to accept the resignations as presented.

RL:sh

MEMORANDUM P 00.080

TO: Dr. Larry Nybladh

FROM: Robert Lacher



DATE: March 21, 2000

SUBJECT: Change in Contract

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

Brenda Krueger K-1 Grade Teacher, Washington Elementary, to go from full time to half-time for the 2000-2001 school year.

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

RL:sh

To: Dr. Nybladh
From: Beth Astrup
Subject: Bid Award - Stadium Project
Date: March 23, 2000

Bids were opened on Tuesday, March 21, 2000 for the Stadium Project. Three general contractors and four electrical contractors submitted bids for the project. The tabulation of bids is attached, along with a recommendation from Foss Associates.

The total of the general and electrical low bids meeting specifications is \$577,700, which is \$21,831 below the estimated cost of the project.

Suggested Resolution: Move to award the Base Bid - General Construction of the stadium project to Curtis Construction Co., Inc. in the amount of \$407,400 and award the Base Bid - Electrical Portion of the stadium project to Rick Electric, Inc. in the amount of \$170,000.

Foss Associates

Architecture &
Interiors

March 21, 2000

Ms. Beth Astrup,
Assistant Superintendent-System Support
Independent School District No. 152
810 4th Avenue South
Moorhead, MN 56560

Re: Stadium Seating
Moorhead Senior High School
Independent School District No. 152
Moorhead, Minnesota #9900.05

Dear Ms. Astrup:

Bids were received for the subject project at 2:00 p.m., March 21, 2000, opened publicly and read aloud. The Tabulation of Bids is attached.

Apparent Low Bidder for General Construction Work is Curtis Construction Co. Inc., Fargo, North Dakota, with a Base Bid equaling \$407,700.00. This includes the stadium seating and press box. Alternate No. 1- Fencing was rejected by the Committee.

Apparent Low Bidder for Electrical Work, including Alternate No. E-1 - Site Lighting Lowering Devices, is Rick Electric Inc., Moorhead, Minnesota, with a Base Bid of \$168,000.00 and Alternate No. E-1 of \$2,000.00.

We recommend a construction contract be awarded to Curtis Construction Co. Inc. for Base Bid - General Construction Work in the amount of \$407,700.00, and to Rick Electric Inc. for Base Bid - Electrical Work and Alternate No. E-1 for a combined total of \$170,000.00.

The contract amounts total \$577,700.00, which is \$21,831.00 below our estimates.

Sincerely,

Foss Associates

By 

William Cowman
Architect

WC/lr

218-236-1202

810 4th Avenue South • Suite 260
PO Box 306
Moorhead, Minnesota 56561
Fax 218.236.4945
e-mail info@fossassociates.com

TABULATION OF BIDS

STADIUM SEATING, MOORHEAD SENIOR HIGH SCHOOL
INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

FOSS ASSOCIATES
Architecture & Interiors
Moorhead, Minnesota

Project No. 9900.05

Bid Opening: March 21, 2000

	A d d e n d u m	S e c u r i t y	Base Bid – General Construction Work	Bleacher & Press Box Amount used in Base Bid	Alt. No. 1 – Fencing (Add)	Alt. No. 2 – Manufacturer's Alternates for Bleacher & Press Box Work		Base Bid – Electrical Construction Work	Alt. No. E-1 – Site Lighting Lowering Devices (Add)
						2A. SturdiSteel (Add/Deduct)	2B. E&D Spec. (Add/Deduct)		
General Contractors									
Curtis Construction Co., Inc. *	X	X	\$407,700.00	\$308,140	+\$10,800	\$36,400	\$58,500		
Fargo, North Dakota									
Lee Jones & Son Construction Co.	X	X	\$415,700.00	\$308,140	+\$10,200	+\$35,700	+\$58,500		
Fargo, North Dakota									
MinKo Construction, Inc.	X	X	\$414,195.00	\$308,140	+\$10,400	+\$37,700	+\$59,500		
Fargo, North Dakota									
Roers' Construction, Inc.			NO BID						
Fargo, North Dakota									
Electrical Contractors									
CB & Sons Electric								NO BID	
Moorhead, Minnesota									
Fargo Electric Construction	X	X						\$190,350.00	+\$21,000.00
Fargo, North Dakota									
Fritz Electric	X	X						\$159,130.00	+\$27,600.00
Fargo, North Dakota									
Magnum Electric, Inc.								NO BID	
Moorhead, Minnesota									
Moorhead Electric	X	X						\$173,513.00	+\$188,424.00
Moorhead, Minnesota									
Rick Electric, Inc. *	X	X						\$168,000.00	+\$ 2,000.00
Moorhead, Minnesota									
Rickard Electric, Inc.								NO BID	
Fargo, North Dakota									

* Apparent Low Bidders

MEMO #: P.00.082

TO: School Board

FROM: Jim Cummings, Chair, Grievance Committee

DATE: March 21, 2000

RE: Level Three Grievance of Sean Daly

Attached are the specific grievance procedures from the teachers' contract (pages 9 & 10) and the recommendations from the Board's committee that heard the grievance.

Recommended Resolution: Accept the recommended action of the review committee and deny the grievance as noted in the report.

JC:jg

Attachments: Recommendation from Committee
Contract Pages 9 & 10

RECOMMENDED REPORT LETTER
FOR THE SCHOOL BOARD

March 21, 2000

Stacey Foss, Chair
Independent School District #152
810 4th Ave. South
Moorhead, MN 56560

Dear Chair Foss:

Pursuant to Step 3 of the Contract Grievance Procedure, the undersigned members of the School Board appointed to conduct the Step 3 meeting on March 20, 2000, hereby make the following recommendations:

1. The grievance on Sean Daly's Sick Leave.
 - a. There is no violation of the applicable collective bargaining agreement.
 - b. There is applicable language in the contract.
 - c. The grievance should be denied.

Sincerely,

By:


Board Member

By:


Board Member

of the receipt of the appeal. Each party shall have the right to include in its representation appropriate witnesses and counselors to develop facts pertinent to the grievance. Upon conclusion of the hearing, the Superintendent will have five (5) days in which to provide her/his decision to the Teachers' Grievance Committee.

Step 3 - If the grievance is not resolved in Step 1 or Step 2, then the Teachers' Grievance Committee shall refer the grievance to the School Board within five (5) days. The School Board shall arrange for a meeting between the Teachers' Grievance Committee and the School Board to take place within ten (10) days of its receipt of the appeal, or at the next scheduled Board meeting. Each party shall have the right to include in its representation appropriate witnesses and counselors to develop facts pertinent to the grievance. Upon conclusion of the hearing, the School Board will have five (5) days in which to provide its written decision to the Teachers' Grievance Committee.

At the option of the School Board, two (2) or more School Board members, less than a quorum, may be designated by the School Board to hear the appeal when it reaches the School Board level. Following the hearing, said Board member(s) shall report findings and recommendations to the School Board. The School Board shall then render its decision. Following Step 3, this Grievance Procedure then terminates.

- Section 5. The School Board acknowledges the right of the Teachers' Grievance Committee representatives to participate in the processing of a grievance at any level.
- Section 6. By mutual agreement, Step 1 and/or Step 2 of the Grievance Procedure may be bypassed and the grievance brought directly to the next step.
- Section 7. No reprisals of any kind will be taken by the School Board of Education or the school administration against any teacher because of his/her participation in this Grievance Procedure.
- Section 8. All documents, communications, and records dealing with the processing of a grievance will be filed separately from the personnel files of the participant(s).

CONTRACT GRIEVANCE

- Section 1. **Definition** - A dispute or disagreement as to interpretation or application of any term or terms of this Contract, but can be initiated only by the Exclusive Representative.
- Section 2. **Time Limits** - All time limits herein shall consist of school days except that when a grievance is submitted on or after June 1, time limits shall consist of all weekdays so that the matter may be resolved before the close of the school term, or as soon as possible thereafter. Such time limitations may be extended only by mutual consent. The number of days indicated at each level should be considered a maximum, and every effort should be made to expedite the process.
- Section 2-3. **Procedure** - The parties acknowledge that it is usually most desirable for the Exclusive Representative and the appropriate representative of the Board to resolve problems through free informal communication. ~~However, should such informal process fail to satisfy the Exclusive Representative, the grievance may be processed as follows:~~

Step 1. - The Exclusive Representative will attempt to resolve the complaint through informal discussion with the appropriate school district representative.

Step 4. 2. - If the complaint is not resolved in the initial meeting between the appropriate management department and the Exclusive Representative, and no more than thirty (30) days have elapsed since the occurrence prompting the complaint, then the Exclusive Representative must present the grievance in writing within five (5) days to the Superintendent of schools and/or the Superintendent representative who will arrange a meeting in ten (10) days. The Exclusive Representative, the appropriate management department official and the Superintendent, or his/her designated representative, will be present for the meeting.

The Superintendent, and designee, must provide the Exclusive Representative with a written answer on the grievance within ten (10) days. Provided the aggrieved and aggrieved agree, Step 4. 2 may be bypassed and brought to the next step.

Step 2. 3. - If the grievance is not resolved in Step 4. 2, then the Exclusive Representative may refer the grievance to the School Board who will meet with the Exclusive Representative at a regular or special called meeting, but in no case shall this period of time extend beyond thirty (30) days. An unlimited number of meetings may be held on the grievance, but when either party requests a formal answer, it shall be given in writing within ten (10) days of the request.

At the option of the School Board, two (2) or more Board members, less than a quorum, may be designated by the Board to hear the appeal when it reaches the Board level. Following the hearing, said Board members(s) shall report findings and recommendations to the School Board. The School Board shall then render its decision.

Step 2. 4. - If the Exclusive Representative is not satisfied with the disposition of the grievance by the Board, or if no disposition has been made within the time period provided above, the grievance may be submitted to arbitration before an impartial arbitrator. If the parties cannot agree as to the arbitrator within ten (10) working days from the notification date that the arbitration will be pursued, he/she shall be selected through the Bureau of Mediation Services in accordance with its rules, which shall likewise govern the arbitration proceeding. The fees and expenses of the arbitrator shall be shared equally by both parties.

Step 4. 5. - The decision of the arbitrator shall be final and binding on all parties to the dispute unless the decision violated any provision of the laws on Minnesota or rules and regulations promulgated thereunder, or municipal charters or ordinances or resolutions enacted pursuant thereto, or which causes a penalty to be incurred thereunder. The decision shall be issued to the parties by the arbitrator, and a copy shall be filed with the Bureau of Mediation Services, State of Minnesota.

ARTICLE 11: POLICY "MEET AND CONFER" SESSIONS

Section 1. Statement - In accordance with the PELRA, the School Board and the Exclusive Representative recognize that professional employees possess knowledge, expertise, and dedication which are helpful and necessary to the operation and quality of public services, and which may assist the School Board in developing their educational policies.

MEMO #: S-00-148

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent *LPN*

RE: First Reading of Policies

DATE: March 21, 2000

Please find attached policies, Policy Governing Comparability (IHA), Principals' Performance Review (GCNB) and School Attendance Governing Enrollment of Handicapped Children/Adults (JEAA), for your review.

The Policy Review Committee recommends approval of each policy.

:mdm

Attachments

POLICY OF THE SCHOOL BOARD, MOORHEAD, MN

DISTRICT CODE: IHA

DATE ADOPTED: 06/13/78

REVISED: 09/25/95

POLICY GOVERNING COMPARABILITY

School districts which accept federal funds for ~~Chapter~~ Title I programs are required under law to have a policy on file which assures comparability in accordance with the following:

- 1) Education supplies
- 2) Material expenditures
- 3) Staffing for project schools, non-project areas, and other project schools

District #152 shall assure that textbooks, materials, supplies, and staffing costs are provided for each school serving a project area on a basis that is comparable to that for non-project areas and other project schools.

Comparability as it relates to staff shall include equivalence among schools in teachers, administrators and auxiliary instructional personnel. The average number of children enrolled per instructional FTE (full-time equivalents) for each project school shall not be more than 110 percent of the average number of children enrolled per instructional FTE in other non-project areas and other project schools.

Reviewed/Revised: 2/13/90

1/6/92

9/25/95

POLICY OF THE SCHOOL BOARD, MOORHEAD, MN

DISTRICT CODE: GCNB

DATE ADOPTED: 01/09/90

REVISED: 12/11/95

PRINCIPALS' PERFORMANCE REVIEW

1. Annual Performance Review: The Superintendent will meet on an annual basis with the tenured principals and three times per year with principals on a probationary contract. The superintendent will provide each principal with a written summary of the conference. (Principals will meet with their assistants.) The principal will prepare in advance of the review:

- a. A completed self-assessment on the Principals' Performance Review instrument.
- b. ~~Providing a~~ A written summary related to progress ~~and for results~~ on the district's and building's Five Year Plan.
- c. A summary of the staff evaluation of the principal.

2. Staff: Each principal will ask his/her staff ~~for an~~ to complete a performance evaluation at least once a year. ~~There will be forms available to choose from or a principal may choose to design his/her own.~~

Reviewed/Revised: 12/11/95

POLICY OF THE SCHOOL BOARD, MOORHEAD, MN

DISTRICT CODE: JEAA

DATE ADOPTED: 01-11-77

REVISED: 01-08-96

SCHOOL ATTENDANCE GOVERNING ENROLLMENT
OF HANDICAPPED CHILDREN/ADULTS WITH DISABILITIES

It shall be the policy of Independent School District No. 152 to provide special education instruction and services, either within the district or in another district, for all ~~handicapped children/adults~~ of school age individuals who are residents of the school district and who are identified with disabilities ~~handicapped~~ as set forth in M.S. 420.03 125A.02.

School age means from birth until September 1 after the learner with a disability becomes 22 years of age ~~the ages of birth to twenty-two years for children/adults who are handicapped as defined in M.S. 120.03~~; and shall not extend beyond secondary school or its equivalent.

~~Independent School District No. 152 defines a child/adult's date of birth for enrollment purposes as the age of the child/adult on September 1.~~

Reviewed/Revised: 12/90
1/8/96

MEMO #: S-00-150

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent 

RE: Approval of Policy

DATE: March 22, 2000

Attached please find the policies, High School Academic, Activity and Varsity Athletic Letters (JIA) and the accompanying administrative policy, High School Academic, Activity and Varsity Athletic Lettering Procedures (JIA-A). Please note that administrative policy JIA-A will remain the same.

Suggested Resolution: Move to approve the policy, High School Academic, Activity and Varsity Athletic Letters (JIA), as presented.

:mdm

Attachments

POLICY OF THE SCHOOL BOARD, MOORHEAD, MN

DISTRICT CODE: JIA

DATE ADOPTED: 3/24/87

REVIEWED/REVISED: 5/08/95

HIGH SCHOOL ACADEMIC, ACTIVITY AND VARSITY ATHLETIC LETTERS

Letters are awarded to students in recognition of their efforts in meeting the district's mission statement: "To develop the maximum potential of every learner to thrive in a changing world." The purpose of an academic, athletic, or activity letter is to recognize student motivation, incentive to achieve, ability, accomplishments, and/or contribution to team effort. Guidelines for receiving a letter in academics, athletics, and activities shall be developed through administrative and building policy to insure fairness and equity. Administrative and building policies shall ensure that written requirements are developed, available and properly communicated to students and parents.

Reviewed/Revised: 5/8/95

ADMINISTRATIVE POLICY OF THE MOORHEAD AREA PUBLIC SCHOOLS

DISTRICT CODE: JIA-A
DATE ADOPTED: 3-24-87
REVISED: 01-13-00

HIGH SCHOOL ACADEMIC, ACTIVITY AND VARSITY ATHLETIC
LETTERING PROCEDURES

High School Academics

Grade Point Average (GPA): A cumulative grade point average for all subjects calculated each semester.

A. The qualifications for each grade are as follows:

Grade 9 - 3.80 cumulative GPA through first semester of grade 9

Grade 10 - 3.7 cumulative GPA through first semester of grade 10

Grade 11 - 3.6 cumulative GPA through first semester of grade 11

Grade 12 - 3.5 cumulative GPA through first semester of grade 12

"or"

B. A 3.8 GPA must be achieved for the two semesters preceding award determination date at any grade level.

Varsity Athletics

1. Coaches will develop written athletic lettering requirements prior to the season. A copy of each sport's current athletic lettering requirements will be forwarded to the Athletic Office where it will be reviewed and kept on file.

2. Lettering requirements will be shared with each team. Team members or parents, upon request, may receive written lettering requirements from the Activities Office.
3. The awarding of a letter to a student may be jeopardized by a violation of District, School and/or Minnesota State High School League rules.
4. Junior high school students may be awarded a letter if they participate on the varsity level and meet lettering criteria.
5. Senior members who have actively participated with the same varsity team for three (3) consecutive years will receive a letter, subject to item #3 above.

High School Activity Letter

1. Activity leaders and advisors will develop written activity lettering requirements prior to the beginning of the activity and/or season. A current copy of each activity's lettering requirements will be forwarded to the Athletic Office where it will be reviewed and kept on file.
2. Lettering requirements will be shared with each activity and/or team. Participants or parents, upon request, may receive written lettering requirements from the Activities Office.
3. The awarding of a letter to a student may be jeopardized by a violation of District, School and/or Minnesota State High School League rules.
4. Students may be awarded a letter if they participate on the varsity level and meet lettering criteria.
5. Senior members who have actively participated with the same activity for three (3) consecutive years will receive a letter, subject to item #3 above.

Reviewed/Revised: 05/25/95

02/07/97

05/08/97

01/13/00

MEMO #: I-00-230



TO: Dr. Larry Nybladh

FROM: Lynne Kovash *LK*

SUBJECT: RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL OF THE TEACHING CONTRACT OF PROBATIONARY TEACHERS.

DATE: March 20, 2000

Consider the attached resolution directing the administration to effect termination and non-renewal of the position of the probationary teaches as listed below.

Termination and Non-Renewal of Contracts

Lisa Trnka - Reading Recovery & Title I .82 FTE - Washington
Jan Klungvedt - Reading Recovery .50 FTE - Washington
Peggy Simonson - Kindergarten Home School Liaison 1.00 FTE - District
Jennifer Autumnstar - EBD 1.00 FTE - Washington
Staci Peterson - ECSE .75 FTE - Probstfield
Linda Jones - MMMI 1.00 FTE - Sr. High
Kari Ewert - SLP 1.00 FTE - Washington
Jill Filipi - EBD 1.00 FTE - Jr. High
Chris Jeub - English 1.00 FTE - Sr. High
Jennifer Walz - English 1.00 FTE - Jr. High
Kim Benson - Math .143 FTE - Jr. High
Bret Maughan - PE/Health 1.00 FTE - Sr. High
Leslie Keplin - Social Studies 1.00 FTE - Jr. High & Sr. High
Jo Marie Fike - Orchestra 1.00 FTE - District
Jayson Schafer - Band .75 FTE - District
Dorian Boe - Elementary 1.00 FTE - Washington
Wendy Schellhase - Elementary 1.00 FTE - Riverside
Erin Gillett - Elementary 1.00 FTE - Washington
Terrijann MullerDahlberg 1.00 FTE - Probstfield
Ana Araujo 1.00 FTE - Probstfield

Termination & Non-Renewal of Contracts (with offer of partial reemployment)

	<u>Current Contract</u>	<u>Reduction</u>	<u>Contract Offer</u>
Pat Babolian - ESL	.75	.214	.536
Sayra Crary - ESL	1.00	.186	.814
Kim Koeck - DAPE	.75	.20	.55
Valerie Stevenson- OT	.70	.20	.50
Mark Dufner - Math	1.00	.07	.93
Kathy Salvevold - Business Ed	1.00	.36	.64
Allison Hajric - Gen Music Choir	.356	.207	.149
Sandra Zwach - PT	1.00	.20	.80
Sari Dahl - General Music	.143	.07	.07
Chris Olson - General Music	1.00	.17	.83
Amber Plocher - General Music	1.00	.25	.75

SUGGESTED RESOLUTION: Move to approve the resolution directing the administration to effect termination or reduction and non-renewal of probationary teacher contracts as listed.

LAK/smw

MEMO #: I-00-231



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Termination or reduction of non-licensed positions
DATE: March 21, 2000

The following personnel have been recommended for termination or reduction of their contracts.

Termination and Non-Renewal of Contracts

Rita Gullickson - Spanish Immersion Coordinator .60 FTE - Probstfield
Jodi Speiker - Special Education Secretary 1.00 FTE - District Office

Conditional Retirement

Jan Buckner - Administrative Technology Program Manager - 1.00 FTE -
District Office

Termination and Non-Renewal of Portion of Contract

Karla Ziemer - Reading Recovery Program Manager - .20 FTE - District
Patricia King - Compensatory Program Manager - .49 FTE - District

SUGGESTED RESOLUTION: Move to direct the administration to effect termination or reduction of non-licensed employee contracts as listed.

LAK/smw

S-M-A-BOS
min
4-10-00

INDEPENDENT SCHOOL DISTRICT #152

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

April 10, 2000

7:00 p.m.

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

ATTENDANCE:

Jim Cummings _____	Anton B. Hastad _____
Lisa Erickson _____	Carol A. Ladwig _____
Stacey Foss _____	Kristine Thompson _____
Mark Gustafson _____	Larry P. Nybladh _____

AGENDA

1. CALL TO ORDER

- A. Pledge of Allegiance
- B. Preview of Agenda - Dr. Larry P. Nybladh, Superintendent
- C. Approval of Meeting Agenda

Moved by _____ Seconded by _____
Comments _____

- D. "We Are Proud"

*** We Are Proud of six Moorhead High School students who were selected to participate in All-State Performing Groups for 1999-2000. Over 2,450 students auditioned for the seven Minnesota Music Educators Association All-State performing groups.

SCHOOL BOARD AGENDA - April 10, 2000

PAGE 2

The Moorhead High students who were selected for this honor were:

Sarah Wangberg, 1999-2000 All-State Orchestra
Becky Gulsvig, 1999-2000 All-State Women's Choir
Joshua Clausen, 1999-2000 All-State Men's Choir
Adrienne Kreps, 1999-2000 All-State Symphonic Band
Joshua Conneran, 1999-2000 All-State Symphonic Band
Daniel Weir, 1999-2000 All-State Concert Band

All students participated in MMEA All-State Groups during camps in August. On February 19, 2000, the six students appeared again with the MMEA All-State Performing Groups at Orchestra Hall in Minneapolis during the Midwinter In-Service Clinic of the Minnesota Music Educators Association.

- 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. TEACHING/LEARNING MATTERS - Kovash
(1) Acceptance of Gift - Page 7
(2) Acceptance of Grants - Pages 8-18
- B. SYSTEM SUPPORT MATTERS - Astrup
- C. HUMAN RESOURCE MATTERS- Lacher
(1) Acceptance of Early Retirement - Page 19
(2) Approval of Family/Medical Leave - Page 20

SCHOOL BOARD AGENDA - April 10, 2000

PAGE 3

D. SUPERINTENDENT MATTERS - Nybladh

- (1) Approval of March 13 and 27, 2000 Minutes - Pages 21-37
- (2) Approval of April Claims

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

Moved by _____ Seconded by _____

Comments _____

3. COMMITTEE REPORTS

4. SCHOOL BOARD/STAFF DIALOGUE: Nybladh

(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.)

Graduation Standard Assessment - Larson/Berggren

Page 38

**5. NORTH CENTRAL ASSOCIATION VISITATION COMMITTEE REPORT: Kovash
Pages 39-70**

Suggested Resolution: Move to receive the Report of the North Central Association Visitation Committee in the areas of Health/Physical Education and Science and direct administration to request staff to prepare improvement plans to be reviewed by the Instruction and Curriculum Advisory Committee.

Moved by _____ Seconded by _____

Comments _____

SCHOOL BOARD AGENDA - April 10, 2000

PAGE 4

6. RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL OF THE TEACHING CONTRACT OF PROBATIONARY TEACHERS: Kovash

Pages 71-72

Suggested Resolution: Move to approve the enclosed resolution directing administration to effect termination or reduction and non-renewal of probationary teacher contracts pursuant to Minnesota Statute 122A.40, subd. 5.

Moved by _____ Seconded by _____

Comments _____

7. RESOLUTION RELATING TO THE UNREQUESTED LEAVE OF ABSENCE OF TENURED TEACHERS: Kovash

Pages 73-75

Suggested Resolution: Move to approve the enclosed resolution directing the administration to place the named teachers on unrequested leave of absence pursuant to Minnesota Statute 122A.40, subd. 10 and Article 22, Section 1 and 2 of the current Master Agreement between the School District and the exclusive representative.

Moved by _____ Seconded by _____

Comments _____

8. RESOLUTION RELATING TO THE OFFERING OF PART-TIME TEACHING CONTRACTS FOR 2000-2001: Kovash

Page 73

Suggested Resolution: Move to approve that the full-time tenured teachers who were placed on unrequested leave of absence at the end of the 1999-2000 school year, as provided in the School Board resolution adopted earlier in this meeting, shall be offered part-time contracts for the 2000-2001 school year as described.

Moved by _____ Seconded by _____

Comments _____

SCHOOL BOARD AGENDA - April 10, 2000
PAGE 5

9. **FORMER ST. FRANCIS CHURCH AND RECTORY LEASE**: Astrup
Pages 76-89

Suggested Resolution: Move to approve the attached lease agreement with the City of Moorhead for the former St. Francis Church and Rectory.

Moved by _____ Seconded by _____
Comments _____

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

SCHOOL BOARD AGENDA - April 10, 2000
PAGE 6

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
District Student/Staff Assistance Com.	April 17	3:30 pm	Townsite
Policy Review Com.	April 17	7 pm	Townsite
Com. Ed. Appreciation Recog.	April 18	7 pm	Townsite
Com. Ed. Adv. Council	April 18	7:30 pm	Townsite
Inst. and Curr. Adv. Com.	April 20	7 am	Townsite
Supt. Adv. Council	April 20	7 pm	Townsite
Spring Break/No School	April 21-24		
School Board	April 24	7 pm	Townsite
School Board	May 8	7 pm	Townsite
Long Range Planning Com.	May 9	3:45 pm	Townsite
District Student/Staff Assistance Com.	May 15	3:30 pm	Townsite
Probstfield Retirement	May 15	3:30-5 pm	Probstfield
Education Mhd. Recog. Din.	May 16	6 pm	Concordia Centrum
Inst. and Curr. Adv. Com.	May 18	7 am	Townsite
Supt. Adv. Council	May 18	7 pm	Townsite
School Board	May 22	7 pm	Townsite
Memorial Day	May 29		
Last Day for Students	June 1		
Last Day for K-12 Staff/ Workshops	June 2		
Graduation	June 4	2 pm	Concordia
School Board	June 12	7 pm	Townsite
School Board	June 26	7 pm	Townsite

MEMO #: I-00-239



TO: Dr. Larry Nybladh

FROM: Lynne Kovash JK

SUBJECT: Gift Acceptance

DATE: April 3, 2000

Early Childhood Family Education has received 5 computers donated by Concordia College. Each computer was valued at \$300.00 for a grand total of \$ 1,500.00.

SUGGESTED RESOLUTION: Move to accept the gift as presented.

LAK/smw

MEMO #: 1-00-240



TO: Dr. Larry Nybladh

FROM: Lynne Kovash *LK*

SUBJECT: Grant Acceptance

DATE: April 3, 2000

The district has been awarded the Technology Literacy Challenge Fund grant in the amount of \$249,299.00.

SUGGESTED RESOLUTION: Move to accept the grant as presented.

LAK/smw

MEMO #: I-00-241



TO: Dr. Larry Nybladh

FROM: Lynne Kovash *LK*

SUBJECT: Grant Acceptance

DATE: April 4, 2000

The district has been awarded the Program Evaluation and Continuous Improvement grant in the amount of \$4,000.00.

SUGGESTED RESOLUTION: Move to accept the grant as presented.

LAK/smw

GRANT CONTRACT

FY 00	Fund 300	Agency E37	Orgn 2418	Appr 451	UFARS Code 01F421	Vendor Number 009152000 ⁰⁰	Amount \$4,000.00
Object 5000	REQUISITION		Date 032000	Number 2515	Entered By BB		
PURCHASE ORDER			Date	Number	Signature		

(Individual signing certifies funds have been encumbered as required by M.S. 16A.15)

THIS AGREEMENT, which shall be interpreted pursuant to the laws of the State of Minnesota, between the State of Minnesota (STATE) acting through its Minnesota Department of Children, Families and Learning (DEPARTMENT), and Moorhead Public Schools, ISD #152

Address 810 4th Avenue South Moorhead, MN. 56560

MN Tax ID. No. _____ Federal Employer Id. No. _____

(GRANTEE),

witnesseth that:

WHEREAS, the DEPARTMENT is authorized to make a grant for the purpose of:

Implementing and developing a continuous program evaluation and continuous improvement process to enhance the delivery of instruction to students with disabilities.

065-StI- 2K

WHEREAS, GRANTEE prepared and submitted according to pertinent guidelines a proposal for a grant for the above described project (PROJECT) and

WHEREAS, GRANTEE represents that it is duly qualified, willing, and prepared to undertake and complete the PROJECT described in its response to the request for proposals which is attached hereto as *ATTACHMENT A* (five copies required).

WHEREAS, the DEPARTMENT and the GRANTEE desire to formally agree upon the performance of the PROJECT described herein;

NOW, THEREFORE, IT IS AGREED by and between the parties as follows:

I. TERMS OF PERFORMANCE. The objectives, scope, and methods of the PROJECT are stated in *ATTACHMENT A* (five copies required), the terms of which are incorporated herein.

II. CONSIDERATION AND TERMS OF PAYMENT. In consideration of all services performed and goods or materials supplied by the GRANTEE pursuant to the Agreement, the STATE shall pay for all actual, allowable costs incurred by the GRANTEE under the terms of this agreement, not to exceed Four Thousand Dollars and No Cents _____ dollars (\$ 4,000.00).

The STATE shall make payment as stated in *ATTACHMENT B* (five copies required), which is incorporated herein.

III. LIMITATION ON USE OF FUNDS. The use of these grant monies shall be limited to that portion of *ATTACHMENT A* funded under Clause I of this Agreement, and by any applicable state or federal laws.

IV. AGREEMENT PERIOD. This agreement shall be effective on February 24, ~~19~~ 2000, or upon the date that the final required signature is obtained by the STATE pursuant to M.S. 16C.05, Subd.2, whichever occurs later, and shall remain in effect until June 15, ~~19~~ 2000, or until all

obligations set forth in this agreement have been satisfactorily fulfilled, whichever occurs first.

V. STATE'S AUTHORIZED AGENT. The STATE'S authorized agent for the purposes of administration of this Agreement is Bill McMillan, Division of Special Education

VI. OTHER PROVISIONS. Other provisions to this Agreement, if any, are:

VII. REPORTS. The GRANTEE shall present reports to the DEPARTMENT Commissioner (COMMISSIONER) or his representative named in provision V. At the COMMISSIONER'S discretion, the reports may be presented at Departmental, legislative, other state agency or public meetings where the GRANTEE shall be available to explain the PROJECT and to respond to questions.

VIII. FINANCIAL PROVISIONS.

A. ALLOWABILITY OF COSTS. Allowability of costs incurred under this Agreement shall be determined in accordance with the procedures and principles given in the federal publications "Office of Management and Budget (OMB) Circular A-102", as amended, and "OMB A-87" as amended. No claim for materials purchased in excess of budget categories or program services not specifically provided for in this Agreement by the Grantee will be allowed by the State unless approved in writing by the State. Such approval shall be considered to be a modification of the Agreement.

B. ACCOUNTS. The GRANTEE shall maintain books, records, documents, and other evidence pertaining to the costs and expenses of implementing this grant to the extent and in such detail as will accurately reflect all gross costs, direct and indirect, of labor materials, equipment, supplies, services, and other costs and expenses of whatever nature. The GRANTEE shall use generally accepted accounting principles.

C. EXAMINATION AND AUDIT OF ACCOUNTS AND RECORDS. The DEPARTMENT or its representative shall have the right to examine books, records, documents, and other evidence and accounting procedures and practices, sufficient to reflect properly all direct and indirect costs and the method of implementing the grant. The GRANTEE shall make available at the office of the GRANTEE at all reasonable times before and during the period of records retention, proper facilities for such examination and audit.

D. STATE AND FEDERAL AUDITS. The books, records, documents, and accounting procedures and practices of the GRANTEE relevant to this Agreement shall be subject to examination by the State Legislative Auditor, and federal auditors. M.S. 16C.05, Subdivision 5 requires the State audit clause be in effect for a minimum of six years. Federal audit shall be governed by requirements of federal regulations.

E. RETENTION OF RECORDS. The GRANTEE shall preserve all financial and cost reports, books of account and supporting documents, and other data evidencing costs allowable and revenues and other applicable credits under this grant which are in the possession of the GRANTEE and relate to this grant for the period specified by M.S. 16C.05, Subd.5 or the respective federal requirements.

IX. EQUIPMENT. All equipment purchased under this Agreement shall be returned to the State by the GRANTEE upon termination of the Agreement at the discretion of the State.

X. CANCELLATION. This Agreement may be cancelled 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 performed to the State's satisfaction. It is expressly understood and agreed that in the event the reimbursement to the State from Federal sources is not obtained and continued at an aggregate level sufficient to allow for the GRANTEE'S program to continue operating, the obligations of each party hereunder shall thereupon be cancelled; provided that any termination of this Agreement shall be without prejudice to any obligations or liabilities for the parties already accrued prior to such termination.

XI. AMENDMENTS. Any amendments to the Agreement shall be in writing, and shall be executed by the same parties who executed the original agreement, or their successors in office.

XII. ASSIGNMENTS. The GRANTEE shall not transfer or assign to any party or parties any right(s), obligation(s), or claim(s) under this Agreement without the prior written consent of the DEPARTMENT.

XIII. LIABILITY. GRANTEE agrees to indemnify and save and hold the STATE, its agents and employees harmless from any and all claims or causes of action arising from the performance of the Agreement 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 Agreement.

XIV. PROPERTY OWNERSHIP.

A. OWNERSHIP OF COPYRIGHT. It is agreed that all right, title, and interest in all copyrightable material which GRANTEE shall conceive or originate, either individually or jointly with others, and which arises out

of the performance of this Agreement, will be the property of the State and are by this Agreement assigned to the State along with ownership of any and all copyrights in the copyrightable material. GRANTEE also agrees, upon the request of the State, to execute all papers and perform all other acts necessary to assist the State to obtain and register copyrights on such materials. Where applicable, works of authorship created by GRANTEE for the State in performance of the Agreement shall be considered "works made for hire" as defined in the U.S. Copyright Act.

- B. INTELLECTUAL PROPERTY RIGHTS INDEMNIFICATION. GRANTEE represents and warrants that the material produced under this Agreement does not and will not infringe upon any intellectual property rights to another, including but not limited to patents, copyrights, trade secrets, trade marks, and service marks. GRANTEE will indemnify State and defend at GRANTEE'S expense any action brought against the State to the extent that it is based on a claim that all or part of the material infringes upon the intellectual property rights of another. GRANTEE will pay any and all such claims, demands, obligations, liabilities, costs, and damages including, but not limited to, reasonable counsel fees arising out of this Agreement which are attributable to such claims.

If such claim has occurred, or in GRANTEE'S or the State's opinion is likely to occur, GRANTEE shall at the State's discretion either procure for the State the right 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.

XV. ASSURANCES

- A. The GRANTEE shall comply with all applicable federal, state and local laws, ordinances, rules and regulations in the performance of this project.
- B. The GRANTEE shall require that any contractor it utilizes on the Project provides the GRANTEE with acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Section 176.81, Subdivision 2, as amended.
- C. The GRANTEE certifies that, if required by law in effect at the time the grant is made, it will apply for and take action necessary to receive a certificate of compliance from the Commissioner of Human Rights pursuant to Minnesota Statutes, Section 363.073, Subd. 1, as amended.
- D. For Grants involving federal funds the following also apply:
1. If this Agreement involves an award of \$25,000.00 or more, GRANTEE certifies that it has complied with the provisions of the Drug Free Workplace Act of 1988, P.L. 100-690.
 2. If applicable, GRANTEE agrees that it shall provide the certification required by 34 C.F.R. Part 85.
 3. Requirements of Appendix A as found on page 4 of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed intending to be bound thereby.

APPROVED:

GRANTEE:
(If a corporation, two corporate officers must execute.)

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

MINNESOTA DEPARTMENT OF CHILDREN,
FAMILIES AND LEARNING

By: _____

Title: _____

Date: _____

APPENDIX A - CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, U.S. Code. Any person who fail to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Special Education Program Evaluation and Continuous Improvement (PECI) Planning Grant

Overview

Over the last four years, personnel from the Division of Special Education and several Minnesota school districts have been active in developing and implementing goals and indicators for Special Education within Minnesota. The sixth goal related to this activity is as follows:

All administrative units implement a continuous program evaluation and improvement process related to student learning which, at a minimum, consist of:

- a. A planned organizational commitment to curriculum content which is consistent, sequential, developmentally appropriate and individually implemented;
- b. An effective teaming process to develop and deliver specifically designed instruction and services which includes: students, parents, special education personnel, general education staff and staff from collaborating agencies;
- c. An effective process to address student transitions within school;
- d. A service delivery approach which maximizes equal opportunity and access; and
- e. A process to determine consumer satisfaction and a post-secondary follow-up involving major stakeholders.

Previous work has produced a comprehensive model for Program Evaluation and Continuous Improvement. Over the duration of this grant program, twenty-one districts/co-ops have successfully completed Peci planning grants and those sites have moved into an implementation phase. This grant is a logical extension of that work and will allow 1999-2000 planning site districts to benefit from those previous efforts. It is anticipated that this site will be implementing a workable Peci implementation during the 2000-2001 school year.

Project Goal: To enhance the number and quality of Minnesota school districts involved with systematic program evaluation and continuous improvement programs in Special Education.

Objectives:

1. To produce a well conceived and clearly articulated plan for Peci implementation. The plan should, at a minimum include:
 - a) a process for the formation of a Peci leadership team;
 - b) a process for developing, adopting or adapting Peci goals and indicators;
 - c) an on-going process for data collection and analysis; and
 - d) a process for program modification and improvement.

Timeline: February 24 through June 15, 2000

- Activities:
- Convene appropriate groups within the district to adopt, adapt or develop support and workable procedures for the district.
 - Produce a written plan, which is appropriate for dissemination outside of the district.

2. To assure training for appropriate local district staff in key components of the PEGI process.

Timeline: February 24 through June 15, 2000.

- Activities:
- Provide appropriate staff with training provided by personnel from Westonka and other successful 1997-98 planning sites.
 - Provide for additional, focused staff training as required upon approval of state program consultant.

3. To participate in the formation of a PEGI network within Minnesota.

Timeline: February 24 through June 15, 2000.

- Activities:
- Provide one district person to participate in two network meetings.
 - Provide one district person to plan focused outreach activities.

Funding: This Administrative Unit will receive \$4,000.00 which is based upon \$3.00 per Special Education child count unit based upon the most recent, complete child count data or a minimum of \$4000.

Products: This grant will: 1) result in a functional PEGI district plan; 2) contribute to a statewide PEGI network; and 3) contribute to a statewide PEGI implementation.

Evaluation: The state program consultant will monitor site progress through appropriate verbal and written communications, meetings and site visits. Consequently, external evaluation will not be required.

PROJECT BUDGET SUMMARY

065-StI-2K Moorhead Public Schools

<u>UFAR Code</u>	<u>Categories For Expenditure</u>	<u>\$\$ Amount</u>
100	SALARIES AND WAGES	\$ 1,200.00
200	EMPLOYEE BENEFITS	
300	PURCHASED SERVICES (indicate total for each, as appropriate)	
	• Consultant Services	1,200.00
	• Communication Services	
	• Personnel Development	
	• Printing and Duplicating	200.00
	• Workshop/Meeting Expenses	900.00
	• Stipends	
366	STAFF TRAVEL	
400	OFFICE SUPPLIES	500.00
	INSTRUCTIONAL SUPPLIES	
	SUBTOTAL	
	INDIRECT COST @	
500	CAPITAL EXPENDITURES	
	• Office Equipment (identify)	
	• Instructional Equip. (identify)	
800	OTHER (identify)	
	TOTAL GRANT AWARD	\$ 4000.00

* Budget amendments are required when making line item budget changes of the following magnitude:

Line items of \$3000 or less - change of 20% or more

Line items greater than \$3000 - change of 10% or more

ATTACHMENT B
065-StI-2K

PECI – Moorhead Public Schools

Upon approval of this grant contract, the Minnesota Department of Children, Families & Learning shall pay to the grantee the sum equal to 50% of the total award.

Subsequent payments totaling up to 90% of the total grant award shall be made upon receipt and approval of fiscal reporting forms.

The sum equal to 10% of the total grant award will be held until receipt and approval of final evaluation of final completion report is received.

MEMO #: I-00-246



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: 1999-2000 Improving America's School Act Grant Amendment
DATE: April 4, 2000

The district has received authorization to utilize \$138,182.09 in carryover and unobligated funds from the IASA Consolidated application. The Title I, II and VI application will be amended to reflect the following:

- * Summer programming
- * Staff Development
- * Software and hardware purchases
- * Supplies
- * Science Resources & Curriculum writing

These programs are continuing programs which will be funded with carryover and/or unobligated funds with the approval of the Minnesota Department of Children, Families & Learning.

SUGGESTED RESOLUTION: Move to utilize the carryover funds as outlined above.

LAK/smw

MEMORANDUM P 00.094

TO: Dr. Larry Nybladh

FROM: Robert Lacher



DATE: April 4, 2000

SUBJECT: Early Retirement

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

Mary Case Principal Secretary, Robert Asp, effective June 9, 2000.

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

RL:sh

MEMORANDUM P 00.092

TO: Dr. Larry Nybladh

FROM: Robert Lacher



DATE: April 4, 2000

SUBJECT: Family/Medical Leave

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

Michelle Martin Social Teacher, Senior High, from the beginning of the school year
2000-2001 through November 3, 2000.

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

RL:sh

REGULAR MEETING
BOARD OF EDUCATION
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MEMBERS PRESENT: Jim Cummings, Lisa Erickson, Stacey Foss, Mark Gustafson, Anton B. Hastad, Kristine Thompson, and Dr. Larry P. Nybladh.

MEMBERS ABSENT: Carol A. Ladwig.

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

APPOINTMENT OF ACTING CLERK: Cummings moved, seconded by Erickson, to appoint Anton B. Hastad as the acting clerk in Ladwig's absence. Motion carried 6-0.

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

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

WE ARE PROUD:

*** We Are Proud of Mark Ring, Tim Nelson, Jayson Schaefer, and Doug Engstrom, Moorhead High School Music Department, for being named a Grammy Signature School by the NARAS Grammy Foundation. For only the second year, the Foundation has selected the 100 finest public high school music departments in America with over 18,000 schools in the competition.

*** We Are Proud of the Moorhead High Key Club, Senior High Student Council and Moorhead Area Education Foundation (MAEF) volunteers who raised \$24,367 by receiving 1,246 pledges from our community during the annual phonathon held on February 28 and 29. These funds along with other Foundation funds will be used to provide scholarships to this year's graduating seniors.

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MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: Foss acknowledged receipt of communications from Renee Clausen, Del Larson and Sally Doran. Thompson also acknowledged receipt of communications from Carol Ann Dahlberg and Char Lien.

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

Acceptance of Grant - Accept the \$500 MN 4-H Foundation Small Grant to be used for the Red River Alternative Learning Center 1999-2000 program year; the Consolidated Improving America's Schools Act grant in the amount of \$898,024.35 which reflects increases in Title I and Title II and Title VI funding due to an increase in the original district allocation; and \$16,968.42 in Private Equity Services funding under IASA Title I for Title I services for nonpublic students attending St. Joseph School for the 2000-2001 school year.

Acceptance of Gift - Accept the \$725 gift of computer equipment from Eric Krueger and Strata.Com for use at Washington School and a \$500 gift from John C. Arneson Insurance Agency to add to the activities budget.

New Employees

Melanie Gensrich - Attendance Caller, Senior High, B21 (2) \$9.83 per hour, 3 hours daily, effective March 6, 2000.

Hadar Malta - ESL Paraprofessional, Functional Workforce Program, effective March 6, 2000.

Medical Leave

Charlette Moe - Choir Teacher, Junior High, to begin on or near April 23, 2000 for the remainder of the 1999-2000 school year.

Mary Fluto - ECSE Paraprofessional, Edison Elementary, from February 28 to April 3, 2000.

Resignations

Patricia Bayona - Immersion Teacher, Probstfield, effective June 2, 2000.

Renee Kerzman - Elementary Teacher, on leave of absence, effective June 2, 2000.

Kristin Weiss - German Teacher, Senior/Junior High, effective June 2, 2000.

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Steven Lundblad - Head Cook, Junior High, effective February 29, 2000.
Jane Sweeney - Title I Paraprofessional, Edison Elementary, effective March 10, 2000.
Susan Pezalla - EBD Paraprofessional, Riverside, effective February 22, 2000.

Change in Contract

William Franklin - Title I Teacher, Robert Asp, to Guidance Counselor, Junior High, effective March 13, 2000. (Replace Nadine Butts)

Termination

Joanne Gomez - EBD Paraprofessional, RRALC, effective immediately.

Minutes - Approve the February 14 and 28, 2000 minutes as presented.

Claims - Approve the March Claims, subject to audit, in the amount of \$701,378.16.

General Fund:	\$317,543.56
Food Service:	66,050.02
Transportation:	229,562.80
Community Service:	14,611.50
Capital Expenditure	71,051.03
Townsite Centre	<u>2,559.27</u>
TOTAL	701,378.18

Motion carried 6-0.

COMMITTEE REPORTS: A brief report was heard regarding the Early Childhood Family Education 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.)

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Library Management System - Gay Galles provided a demonstration of the new automated SIRSI Unicorn Library Management System. The SIRSI system displays a broad range of features and functions which will be beneficial to the district's educational programming.

REQUEST FOR PROPOSALS FOR VENDING SERVICES: Gustafson moved, seconded by Erickson, to approve the Request for Proposals for Vending Services and directed administration to move forward with the bid process as defined in MN Statute 123B.52. Motion carried 6-0.

RESOLUTION FOR DISCONTINUING AND REDUCING EDUCATIONAL PROGRAMS AND LICENSED POSITIONS: Kovash provided a detailed summary of the resolution.

Dr. Nybladh requested that the public be given the opportunity to address the Board related to the reductions:

Charlene Lien, 2907 Eagle Drive, Moorhead elementary teacher and parent of an upcoming kindergartner this fall, expressed her appreciation for proposing to keep one section of the all-day everyday kindergarten and questioned the possibility of a fee-based program to assist in keeping the other section.

Janelle Halverson, Moorhead elementary music teacher, expressed her concern related to the two elementary music positions that were cut. Ms. Halverson also stated her concern, as well as the physical education teachers' concern, related to the idea of combining the first grade classes.

Frankie Clausen, parent of three children and Moorhead elementary music teacher, expressed her concern about the possible class size increase proposed for music and physical education. She also expressed her disappointment that when cuts need to be made, many times music, the arts and physical education are the disciplines questioned and compromised. Ms. Clausen also urged exploring alternatives prior to a decision.

Teresa Norwig, 3911 7th Street South, parent of a child in the Spanish Immersion Program, thanked the staff and those other people who have been supportive of this program. Ms. Norwig emphasized how wonderful the program has been for her daughter and how she would be an advocate for this program.

**REGULAR MEETING
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W. Vincent Arnold, 2630 29th Avenue South, Concordia History Professor, recognized the difficulties the school board has had in trying to make some very tough decisions and expressed his appreciation related to the continuation of the Spanish Immersion Program. Mr. Arnold stated his concern regarding the combination of two Spanish immersion classes and questioned the possibility of a policy to cap the program. He also questioned how it would be determined who would stay in the program and who would leave. Mr. Arnold also commented on the demoralization of the Moorhead faculty and questioned the implementation of a program to address the problem. Mr. Arnold stressed that out of the 62 clerical staff there was only one reduction and questioned reducing clerical staff in the central office.

Joan Kirk, 3509 Riverview Circle, parent of a son in the first grade Spanish Immersion class, stated her appreciation for the support of the program and emphasized what a wonderful choice it has been for her son. Ms. Kirk also shared her concern related to the coordinator reduction.

Cummings moved, seconded by Gustafson, to approve the resolution as follows:

Whereas, the School Board of Independent School District #152 at a Board meeting held January 24, 2000 directed the administration to make recommendations for staff reduction in programs and positions due to decreasing enrollment and/or financial condition of the School District and, whereas, the administration has prepared a recommendation, BE IT RESOLVED, by the School Board of Independent School District #152 as follows:

That the following positions be discontinued the end of the contract year 1999-2000.

<u>FTE</u>	<u>POSITION</u>
Elementary	
.5	Kindergarten
10.00	Grades 1-4
1.00	Grades 5-6
2.00	Music
2.20	Physical Education
0.266	German
0.266	French

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0.266	Spanish
0.70	Keyboarding
1.00	Reading Recovery
0.30	Activity Advisor
<u>1.00</u>	Kindergarten Home/School Liaison
19.498	

Junior High

0.714	English
0.286	Math
0.143	PE/Health
0.280	Social Studies
0.207	General Music Choir
0.286	Spanish
0.286	Art
0.358	French
<u>0.072</u>	Family Consumer Science
2.632	Junior High Total

Senior High

1.07	English
0.07	Math
0.356	PE/Health
1.00	Science
0.286	Social Studies
0.50	Business Education
0.143	Family Consumer Science
0.786	Industrial Tech
0.428	German
0.857	Spanish
0.286	French

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	0.33	Secretary
	<u>1.00</u>	Counselor
	7.112	Senior High Total
District		
	0.49	State Compensatory Program Manager
	0.20	Reading Recovery Program Manager
	1.00	Alternative Education
	1.00	Media Services
	2.00	Emotional Behavior Disorders
	1.00	Early Childhood Special Education
	1.00	Learning Disability
	1.00	Mild to Moderate Mentally Impaired
	1.00	Deaf & Hard of Hearing
	1.00	Speech Language Pathologist
	0.20	Adaptive Physical Education
	0.20	Occupational Therapy
	0.20	Physical Therapy
	0.208	School Psychologist
	0.20	Physically Impaired
	0.143	Facilitator
	0.20	Gifted and Talented
	.75	Band
	1.00	Orchestra
	<u>1.00</u>	ESL
	13.791	District Total

Motion carried 6-0.

RESOLUTION FOR DISCONTINUING AND REDUCING PROGRAMS AND NON-LICENSED POSITIONS: Kovash briefly explained the resolution.

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Dawn Carey, 3131 Rivershore Drive, parent of a child in the Spanish Immersion Program, reiterated that the program had been absolutely fantastic for her daughter and the benefits were beyond her expectations. Ms. Carey also thanked the Board, district and administration for their support of the program and stated her concerns related to the reduction of the coordinator position.

Hastad moved, seconded by Cummings, to approve the resolution discontinuing positions as follows:

Whereas, the School Board of Independent School District #152 at a Board meeting held January 24, 2000 directed the administration to make recommendations for staff reduction of non-licensed positions due to decreasing enrollment and/or financial condition of the School District and, whereas, the administration has prepared a recommendation, BE IT RESOLVED, by the School Board of Independent School District #152 as follows:

That the following positions be discontinued the end of the contract year 1999-2000.

<u>FTE</u>	<u>POSITION</u>
District	
1.0	Program Manager Technology
0.6	Immersion Coordinator
10.00	Special Education Paraprofessionals
3.00	Title I/AOM Paraprofessionals
2.00	Other Paraprofessionals (High School Hall Monitors)
1.00	Clerical (District Central Office)
2.00	Custodial

Motion carried 6-0.

2000-2001 ANNUAL OPERATIONAL PLAN: Gustafson moved, seconded by Thompson, to approve the 2000-2001 Annual Operational Plan which includes the preliminary budget for the 2000-2001 school year. Motion carried 6-0.

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LEAVE OF ABSENCE: Thompson moved, seconded by Cummings, to approve the written request of Linda Fitzgerald for a leave of absence pursuant to Minn. Stat. 122A.40, subd. 12, effective immediately. Motion carried 6-0.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Foss reminded Board members of the upcoming March 23 Chamber Business Education Partnership Reception and asked that they confirm their attendance with Michelle. Thompson shared information related to the April 29th MSBA Demystifying Accountability: Working Together for Student Success Conference in Bloomington.

ADJOURNMENT: Hearing no objections, the meeting adjourned at 8:21 p.m.

Anton B. Hastad, Acting Clerk

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MEMBERS PRESENT: Jim Cummings, Mark Gustafson, Anton B. Hastad, Carol A. Ladwig, Kristine Thompson, and Dr. Larry P. Nybladh.

MEMBERS ABSENT: Stacey Foss and Lisa Erickson.

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

PREVIEW OF AGENDA: Superintendent Nybladh noted of the following additions to the agenda:

1. Consent Agenda - Human Resource Matters - Approval of Leave of Absence
2. New Item 8.1 - Resolution Relating to the Offering of Part-Time Teaching Contracts for 2000-2001.

With no other major revisions, Dr. Nybladh recommended approval of the agenda as revised.

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

WE ARE PROUD:

*** We Are Proud of 10 Moorhead High School students who qualified for national forensics tournament. On March 9-11, speech team members from 20 schools across Minnesota competed to qualify for the National Forensics League Tournament. Students who qualified will compete at the national tournament in Portland, Oregon, June 11-16. The following speakers were selected by a panel of 23 judges to compete in the categories listed:

Dramatic Interpretation: Becky Gulsvig and Erin Ladwig
Humorous Interpretation: Thomas Reed and Peter Gulsvig
Dramatic Duo: Joshua Clausen, Aaron Weir, Laura Dandurand, and Samuel Boggs
U.S. Extemporaneous Speaking: Daniel Otto
Foreign Extemporaneous Speaking: Jesse Matson

For the third straight year, Moorhead won the sweepstakes award with 105 points.

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*** We Are Proud of the Science Olympiad Team from Moorhead Junior High School for earning first place honors at the Regional Science Olympiad Tournament held at Moorhead State University on February 4. Team members include: John Anderson, Andrea Bakken, Courtney Covey, Matthew Dahlen, Dillon Davis, Ben Goerndt, Matthew Hulett, Daniel Kennedy, Zackary Kenz, Ben Loock, Michael Maritato, Thor Myrum, Jeff Powers, and Nicholas Sternhagen.

The Moorhead Junior High Team went on to place sixth out of 30 teams at the State Science Olympiad Tournament at the University of St. Thomas on March 18. State medals were earned for the following events:

- Rocks and Minerals: 1st Place - Nick Sternhagen and John Anderson
- Road Scholar: 1st Place - Zackary Kenz and Matthew Dahlen
- Pentathlon: 2nd Place - Annie Bakken, Courtney Covey, Michael Maritato, and Nicholas Sternhagen
- Bio Process Lab: 3rd Place - Courtney Covey and Andrea Bakken

The Moorhead Junior High Science Olympiad Team was coached by Mick Garrett.

*** We Are Proud of the Moorhead Junior High math teams for placing first and fifth respectively at the Tri-College Math Contest, held on March 15th at the North Dakota State University.

First place team members were: Ninth grade - Krister Anderson, Brad Holschuh, Dan Stone, and Brent Vesta.

Eighth grade - Matt Fuxa and Zack Kenz.

Seventh grade - Nate Miller and Erin Koppang.

Fifth place team members: Ninth grade - Matt Duval, Tom Hilde, John Langdahl, and Lee Richards.

Eighth grade - Mitch Nelson, Ben Roller and Willie Roller.

Seventh grade - Ty Thoreson.

Congratulations to Dan Stone on finishing second and Matt Duval for placing in the top ten individual competition.

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MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: None.

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

New Employees

Lisa Martin - Title I Paraprofessional, Robert Asp, B21 (2) \$9.83 per hour, 5 hours daily, effective February 28, 2000.

Sherri Eggiman EBD Paraprofessional, Riverside, B21 (2) \$9.83 per hour, 6.5 hours daily, effective March 27, 2000.

Resignations

Steve Morben - Assistant Principal, Junior High, effective June 30, 2000.

Kimberly Forness - Elementary Teacher, Probstfield, on leave of absence, effective June 2, 2000.

Janet Larson - Spanish Teacher, Senior High, effective June 2, 2000.

Kristen Howell - English/French Teacher, Senior High, effective June 2, 2000.

Sarah Pawlowski - Grade 4 Teacher, Probstfield, effective June 2, 2000.

Carol Fridgen - Secretary AV/IMC, Senior High, effective March 31, 2000.

Valerie Gustafson - AOM Paraprofessional, Robert Asp, effective April 7, 2000.

Change in Contract

Brenda Krueger - K-1 Grade Teacher, Washington Elementary, to go from full time to half-time for the 2000-2001 school year.

Extended Leave of Absence

Marvilyn Richardson - Speech Teacher, on medical leave of absence, for an extended period of up to five years.

Motion carried 5-0.

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COMMITTEE REPORTS: Brief reports were heard regarding the District Student/Staff Assistance Committee, Community Education Advisory Council and the Policy Review Committee meetings.

FOOTBALL STADIUM BID AWARD: Thompson moved, seconded by Ladwig, to approve the following resolution: Whereas, bids have heretofore been received for the construction of a football stadium to be constructed east of the Moorhead Senior High School (the "Project"); and Whereas, said bids were opened and made public and are on file in the office of the School District; and Whereas, Moorhead High Stadium Committee, Inc., a Minnesota nonprofit corporation has agreed to provide most of the funding of the Project; and Whereas, it is necessary to accept the bid for the construction of the Project; Now Therefore, be it Resolved as follows:

1. That the bid of Curtis Construction, Inc. for the Base Bid - General Construction in the amount of \$407,700 and Rick Electric, Inc. for the Base Bid - Electrical plus Alternate No. E-1 - Site Lowering Devices in the amount of \$170,000 are the lowest responsible bidders; that said bids were accompanied by a bidder's bond in conformity with the provisions of Minnesota law.

2. That the contract for the construction of the Project, be and the same is hereby awarded to Curtis Construction, Inc. and Rick Electric, Inc. subject to finalizing an agreement between the School District and Moorhead High Stadium Committee, Inc. to provide funding for the Project. The Chairperson of the School Board and School District Clerk are hereby authorized and directed to execute a contract with the said contractors for the construction of the Project at such time as the funding agreement is completed.

3. The Chairperson and School District Clerk are authorized and directed to complete the necessary arrangements with Moorhead High Stadium Committee, Inc. for the financing of the Project.

Motion carried 5-0.

LEVEL THREE GRIEVANCE OF TEACHER: Gustafson moved, seconded by Thompson, to accept the recommended action of the review committee and deny the grievance as noted in the report. Motion carried 5-0.

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FIRST READING OF POLICIES: The Board conducted a first reading of the following policies: Policy Governing Comparability (IHA), Principals' Performance Review (GCNB) and School Attendance Governing Enrollment of Handicapped Children/Adults (JEAA).

APPROVAL OF POLICY: Ladwig moved, seconded by Gustafson, to approve the policy, High School Academic, Activity and Varsity Athletic Letters (JIA), as presented. Motion carried 5-0.

RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL OF THE TEACHING CONTRACT OF PROBATIONARY TEACHERS: Ladwig moved, seconded by Hastad, to approve the resolution pursuant to Minnesota Statute 122A.40, subd. 5 directing administration to effect termination or reduction and non-renewal of probationary teacher contracts as follows:

Termination and Non-Renewal of Contracts

Lisa Trnka - Reading Recovery and Title I .82 FTE - Washington
Jan Klungtvedt - Reading Recovery .50 FTE - Washington
Peggy Simonson - Kindergarten Home-School Liaison 1.00 FTE - District
Jennifer Autumnstar - EBD 1.00 FTE - Washington
Staci Peterson - ECSE .75 FTE - Probstfield
Linda Jones - MMMI 1.00 FTE - Senior High
Kari Ewert - SLP 1.00 FTE - Washington
Jill Filipi - EBD 1.00 FTE - Junior High
Chris Jeub - English 1.00 FTE - Senior High
Jennifer Walz - English 1.00 FTE - Junior High
Kim Benson - Math .143 FTE - Junior High
Bret Maughan - PE/Health 1.00 FTE - Senior High
Leslie Keplin - Social Studies 1.00 FTE - Junior High and Senior High
Jo Marie Fike - Orchestra 1.00 FTE - District
Jayson Schaefer - Band .75 FTE - District
Dorian Boe - Elementary 1.00 FTE - Washington
Wendy Schellhase - Elementary 1.00 FTE - Riverside
Erin Gillett - Elementary 1.00 FTE - Washington

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Terrijann Muller-Dahlberg - 1.00 FTE - Probstfield
Ana Araujo - 1.00 FTE - Probstfield

Termination and Non-Renewal of Contracts (with offer of partial reemployment)

	<u>Current</u> <u>Contract</u>	<u>Reduction</u>	<u>Contract</u>
Pat Babolian - ESL	.75	.214	.536
Sayra Crary - ESL	1.00	.186	.814
Kim Koeck - DAPE	.75	.20	.55
Valerie Stevenson - OT	.70	.20	.50
Mark Dufner - Math	1.00	.07	.93
Kathy Salvevold - Bus. Ed.	1.00	.36	.64
Allison Hajric - Gen Music Choir	.356	.207	.149
Sandra Zwach - PT	1.00	.20	.80
Sari Dahl - General Music	.143	.07	.07
Chris Olson - General Music	1.00	.17	.83
Amber Plocher - General Music	1.00	.25	.75

Motion carried 5-0.

RESOLUTION RELATING TO THE OFFERING OF PART-TIME TEACHING

CONTRACTS FOR 2000-2001: Ladwig moved, seconded by Hastad, to approve the full-time probationary teachers whose teaching contracts were terminated effective at the end of the 1999-2000 school year and non-renewed for the 2000-2001 school year, as provided in the School Board resolution adopted earlier in this meeting, shall be offered part-time teaching contracts for the 2000-2001 school year as follows:

Termination and Non-Renewal of Contracts (with offer of partial reemployment)

	<u>Current</u> <u>Contract</u>	<u>Reduction</u>	<u>Contract</u>
Pat Babolian - ESL	.75	.214	.536
Sayra Crary - ESL	1.00	.186	.814

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Kim Koeck - DAPE	.75	.20	.55
Valerie Stevenson - OT	.70	.20	.50
Mark Dufner - Math	1.00	.07	.93
Kathy Salvevold - Bus. Ed.	1.00	.36	.64
Allison Hajric - Gen Music Choir	.356	.207	.149
Sandra Zwach - PT	1.00	.20	.80
Sari Dahl - General Music	.143	.07	.07
Chris Olson - General Music	1.00	.17	.83
Amber Plocher - General Music	1.00	.25	.75

Motion carried 5-0.

TERMINATION OR REDUCTION OF NON-LICENSED POSITIONS: Ladwig moved, seconded by Hastad, to direct the administration to effect termination or reduction of non-licensed employee contracts as follows:

Termination and Non-Renewal of Contracts

Rita Gullickson - Spanish Immersion Coordinator .60 FTE - Probstfield

Jodi Speiker - Special Education Secretary 1.00 FTE - District Office

Conditional Retirement

Jan Buckner - Administrative Technology Program Manager 1.00 FTE - District Office

Termination and Non-Renewal of Portion of Contract

Karla Ziemer - Reading Recovery Program Manager .20 FTE - District

Patricia King - Compensatory Program Manager .49 FTE - District

Motion carried 5-0.

SCHOOL BOARD MEETING DATE: Gustafson moved, seconded by Ladwig, to reschedule the April 24 (second) meeting to Tuesday, April 25 at 7 p.m. Motion carried 4-1; Thompson dissenting.

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OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Ladwig commented on the upcoming May 18 MN School Law Conference and April 26 Writing and Revising Student Handbooks and Other Related School Issues in Minnesota Conference to be held in Bloomington.

CLOSE PUBLIC MEETING: Gustafson moved, seconded by Thompson, to close the public meeting at 7:45 p.m., pursuant to M.S. 471.705 for the purpose of discussing negotiations strategies. Motion carried 5-0.

The meeting recessed at 7:45 p.m.; reconvened at 7:53 p.m.

OPEN PUBLIC MEETING: Hastad moved, seconded by Thompson, to reopen the public meeting at 9:25 p.m. Motion carried 5-0.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Hastad requested Dr. Nybladh to give an update on the status of hiring the Director of Personnel.

ADJOURNMENT: Hearing no objections, the meeting adjourned at 9:43 p.m.

Carol Ladwig, Clerk

MEMO #: I-00-247



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Dialogue - Graduation Standard Assessment
DATE: April 5, 2000

Del Larson and students from Washington Elementary will demonstrate and discuss the Inventor's Fair. This project is a graduation standard assessment for grade 4.

Paul Berggren and students from Moorhead High School will demonstrate and discuss History Day project. The project is a graduation standard assessment for grade 9.

LAK/smw

MEMO #: I-00-242



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: North Central Association Visitation Committee Report
DATE: April 4, 2000

Please find the attached Report of the North Central Association Visitation Committee in the areas of Health/Physical Education and Science from Dorothy Suomala, Chairperson of the Visitation Committee.

The report will be reviewed with the Board of Education. Staff and administration will review the district's strengths and limitations and will prepare a response to each recommendation. Responses will be reviewed by the Instruction and Curriculum Advisory Committee and copies will be available for the Board.

The staff will also do one and three-year follow up reports to the improvement plans developed in response to each recommendation. These reports will also be shared with the Instruction and Curriculum Advisory Committee and available for Board members.

SUGGESTED RESOLUTION: Move to receive the Report of the North Central Association Visitation Committee in the areas of Health/Physical Education and Science and direct administration to request staff to prepare improvement plans to be reviewed by the Instruction and Curriculum Advisory Committee.

LAK/smw
Attachment

**Report of the
North Central Association
Validation Team**

**Reviewing
Decision Making (Health/Physical Education)
Scientific Applications (Science)**

To

Moorhead Public Schools

December 5-8, 1999

By

**Dr. Dorothy Suomala, Assistant Professor
Educational Leadership
Tri-College University
Moorhead State University
Moorhead, Minnesota
Chairperson of the Visitation Committee**

North Central Association of Colleges and Schools

1999-00 MINNESOTA STATE AND ADVISORY COMMITTEE

State Committee

Phillip LeBeau, State Director North Central Association 1954 Buford Avenue, Room 320H St. Paul, Minnesota 55108-6197	Jean King, Professor Education Policy & Administration University of Minnesota
Gil Carlson, Superintendent St. Peter Public Schools	Michael Kremer Superintendent Hopkins Public Schools
John Deir, Principal Fridley High School	Mary Lillesve, Manager Department of Children, Families and Learning St. Paul
Deborah Distad, Principal Salem Hills Elementary Inver Grove Heights	William Norton, Assistant Principal Westwood Middle School Spring Lake Park
Sandra Gundlach Public Representative St. Peter	Robert Schwaderer, Director Long Lake Conservation Center Palisade
John Huisman, Principal Blue Earth Area High School Blue Earth	
Colleen Jamieson, Teacher Hill-Murray School St. Paul	

Advisory Committee

Kay Frye, Counselor
Highland Park High School
St. Paul

Michael Huerth, Principal
Patrick Henry High School
Minneapolis

VISITATION TEAM ROSTER

December 5-8, 1999

CHAIRPERSON

Dr. Dorothy Suomala, Assistant Professor
Educational Leadership
Tri-College University
Moorhead State University
1104 Seventh Avenue South
Moorhead, Minnesota 56563

DECISION MAKING (H/PE)

Sandi Kent, Teacher
Crookston High School
603 Central Avenue North
Crookston, Minnesota 56716

Brad Larson, Principal
Agassiz Middle School
1305 Ninth Avenue South
Fargo, North Dakota 58103

Elaine Palmer, Teacher
Frazee-Vergas Elementary School
P. O. Box 186
Frazee, Minnesota 56544

Jim Stott, Teacher
Onamia High School
35465 12th Avenue
Onamia, Minnesota 56359

Kathi Tharaldson, Grad. Standards Tech.
Clinton-Graceville-Beardsley Schools
P. O. Box 361
Clinton, Minnesota 56225

Donna Waliczek, Teacher
Bemidji High School
201 - 15th Street Northwest
Bemidji, Minnesota 56601

SCIENTIFIC APPLICATIONS (SCIENCE)

Mr. Pat Hurley, Teacher
East Grand Forks High School
1420 Fourth avenue Northwest
East Grand Forks, Minnesota 56721

Bruce Jean, Teacher
Franklin Middle School
300 South Spruce
Thief River Falls, Minnesota 56701

Aida McCabe, Teacher
Roseau High School
509 Third Street Northeast
Roseau, Minnesota 56751

Matt Naugle, Teacher
Prairie Wind Middle School
480 Coney Street
Perham, Minnesota 56573

Mike Zea, Teacher
Onamia High School
35465 - 125th Avenue
Onamia, Minnesota 56359

ACKNOWLEDGEMENTS

The members of the visitation Team wish to express their sincere thanks to the staff and students of the Moorhead Public Schools for their warm hospitality and excellent cooperation during the four days of the visit. Team members were unanimous in their appreciation of the many courtesies shown them by Ms. Lynn Kovash, Assistant Superintendent of Instruction; the administration, the faculty, staff, and students. The visitation was well organized and implemented. Special accolades go to Ms. Kovash for providing the visitors with preliminary information and a clear and explicit schedule. The working space, meals and housing arrangements were excellent. It was a pleasure to participate in the visitation.

The purpose of the visitation was to validate Moorhead's self-study and to assist in the progress and growth of Moorhead's K-12 Public Schools. The faculty initiated this process by making a thorough examination of the programs and services of its school. The Visitation Team, in this report, is presenting its view of the same educational programs and services with the belief that this second objective analysis will assist the Moorhead staff in making a fine school even better. Thus, a self-analysis plus the results of an evaluation by "outsiders" will provide information helpful in the continuing process of investigation and improvement of education for Moorhead Public Schools' students.

This report is presented with the hope it will be of value in the continuous pursuit of excellence in the Moorhead Public Schools.

Dr. Dorothy Suomala
Chairperson, Visitation Committee

VISITATION COMMITTEE PROCEDURE

The first meeting of the Visitation Committee was held at the Moorhead Country Club at 5:30 p.m. on Sunday, December 5, 1999. Dr. Bruce Anderson, Superintendent of Schools; Ms. Stacey Foss, Chairperson of the Board of Education; and Ms. Lynn Kovash, Assistant Superintendent of Instruction, welcomed the visitors, and provided them with orientation and procedural information. Dr. Dorothy Suomala, Visitation Committee Chairperson, introduced the visiting team members to the K-12 self-study committee members.

At the conclusion of this meeting, the Visitation Team reconvened to discuss subcommittee assignments, specific procedures and schedules for classroom visitations and meetings with the District staff and students. Complete copies of the faculty self-study were made available for review and preparation for the visits. It was the intent of the Team to have each self-study committee member visited in the subsequent time of the visitation.

Monday, December 6, was spent in classroom visitation and scheduled conferences. At 7:00 a.m. the Team Leader and elementary subcommittee members of the Team met for breakfast with the Elementary Principals. The Team Leader had scheduled meetings with Gene Boyle, the Senior High School Principal and with Colleen Tupper, the Junior High School Principal during the day. At 3:00 p.m., Visitation science subcommittee team members met with the secondary science self-study committee members in the Moorhead Senior High Media Center. At 3:30 p.m., the elementary science/health subcommittee team members met with the K-6 Science/Health self-study team members in the Moorhead Senior High Media Center. A dinner meeting was held that evening with the Assistant Superintendent of Instruction, Ms. Lynn Kovash.

On Tuesday, December 7, the members of the Visitation Committee continued classroom visitations and conferences. Every effort was made to check and double check to make certain a thorough and sincere evaluation of Moorhead's program, facilities and procedures had been made. At 3:30 p.m. the team subcommittee met with the K-12 physical education self-study team members in the Moorhead Senior High Media Center. At 3:45 p.m., the team subcommittee met with the secondary health self-study team members. Time was spent also in writing draft subject area final reports.

On Wednesday, December 8, the members of the team continued to write their subcommittee reports and to double-check information for the final report. A general meeting at 3:30 p.m. heard Dr. Suomala give an overall "exit" report focusing upon highlights of the visitors' work and perceptions of the Visitation Team.

The Chairperson of the Visitation Team was charged with the responsibility for preparation of the present document. Some editing has been done to the subcommittee reports. The intent of such editing was to maintain a reasonable consistency of reporting form and to reflect the composite judgment of the Visitation Team members as a whole.

The members of the Visitation Team fully realize the obvious limitations of an evaluation rendered in such a brief period. They recognize, as a further restriction, the impossibility of including members who were equally knowledgeable in all areas upon which they were expected to make assessments of this school. Some subjects and services undoubtedly have been less well analyzed than others in terms of representation and competence. However, the visitation Team did consist of individuals with wide experience and adequate background in the field of education. The members consequently believe that they were able, despite existing reservations, to appraise the strengths and weaknesses with considerable accuracy during the time available. In doubtful matters, the general policy was to rely upon the evaluations of the faculty self-study. Staff members were considered to be in a better position to judge certain aspects of the institution than were the visitors.

The observations and recommendations of the Visitation Team will require further discussion and refinement by the personnel of Moorhead Schools. Decisions on the next steps must be made in light of the existing situation. Those closely associated with the school should be in a position to be more capable than the visitors in understanding the unique circumstances created by this school's philosophy and objectives, its student and staff, its programs and services, its facilities and plant, and its Board of Education and patrons. It is the sincere hope of the Visitation Team that the faculty and administration will continue the improvement of all phases of the educational enterprise.

SCHEDULE FOR NORTH CENTRAL VISITATION

Sunday, December 5

4:30 p.m. NCA Committee Check In at Travelodge

5:30 p.m. Opening Session at Moorhead Country Club

Welcome:

Dr. Bruce Anderson, Superintendent
Stacey Foss, Chair, Moorhead Board of Education

Dinner and Entertainment - Moorhead Apollo Strings

Remarks and Introductions:

Dorothy Suomola, Chairperson, Visitation Team

7:45 p.m. Plenary Session, NCA Team/Chair - Travelodge

Monday, December 6

7:00 a.m. Breakfast - Perkins

7:00 a.m. Elementary (K-6) Principals Meet With Chair at Fryin Pan North

8:00 a.m. Visitation at Various School Sites

12:00 noon Lunch at Respective School Cafeterias

3:00 p.m. Visitation Continues at Various School Sites

3:30 p.m. Secondary Science Meeting, Senior High Media Center

3:30 p.m. K-6 Science/Health/Senior High Media Center

6:00 p.m. Dinner, Speak Easy

7:00 p.m. Plenary Session - Travelodge

Tuesday, December 7

- 7:30 a.m. Breakfast – Perkins
- 8:00 a.m. Visitation at Various School Sites
- 10:00 a.m. Chair Meets With Colleen Tupper at Junior High School
- 12:00 noon Lunch at School Cafeterias
- 2:00 p.m. Chair Meets With Gene Boyle at High School
- 3:00 p.m. Visitation Continues at Various School Sites
- 3:30 p.m. K-12 Physical Education Meeting at Senior High Media Center
- 3:45 p.m. Secondary Health Meeting at Senior High Media Center
- 6:00 p.m. Dinner – Perkins
- 7:00 p.m. Plenary Session – Travelodge

Wednesday, December 8

- 7:00 a.m. Breakfast – Perkins
- 8:00 a.m. Visitation Continues and Time to Prepare and Turn in Final Report
- 12:00 noon NCA Committee Hotel Check Out
- 3:30 p.m. Exit Report by Visiting Chair to Staff, Administration and Board at Senior High School, Media Center

**NORTH CENTRAL ASSOCIATION
VISITATION REPORT OF
MOORHEAD K-12 PUBLIC SCHOOLS
DECEMBER 5-8, 1999**

General Appraisal

The Validation Study Team compliments the Moorhead Schools for their commitment to continuous improvement through the North Central Association Validation Process. In addition, there has been a dedication of personnel and resources designated to assist successful implementation. We offer our encouragement to your continued efforts.

The Moorhead School District has shown leadership in the implementation of the Graduation Standards K-12 from its early involvement in the Tier I Pilot Project on Standards to its continuing efforts to map the standards and work towards their implementation. In addition, the District has shown its leadership by its choice of Scientific Applications and Decision-Making as self-study areas for the North Central Study this year. We have all learned by being a part of this validation team and each of us has gained much valuable information to take back to our respective districts. The background information that was provided on the district's involvement in the Graduation Rule was very helpful as we began the site visits.

During our visit we observed many positive aspects of the district. Significant among these were the following:

1. The students were a pleasure. The team commented on the peaceful and calm atmosphere in the schools and the pleasantness and helpfulness of the students. It was especially noted that during passing times in the hallways, the students were respectful of each other. It appeared that students genuinely liked school.
2. Teachers' interactions with students in classrooms were respectful and energetic. It is clear that the teachers enjoy working in the Moorhead Schools and are willing to try varied approaches. They interacted well with the students both in and out of the classroom.
3. The faculty and staff were gracious and open in their comments. They were very professional and showed a continuing interest in improvement. The team is aware that implementing the standards is a work in process and the teachers are seeking feedback and want to know if they are on the right track.

4. The school board and administration has demonstrated their support of the NCA process by their support of the effort and their availability to answer questions. The team appreciated the lodging facilities and the availability of nearby restaurants and shops.

The Red River Area Learning Center (a district alternative education program), also serves a segment of the district population, and was not included in this study. It is recommended that the district consider including the RRALC in future NCA reviews. RRALC faculty would benefit if they were to participate in curriculum work and resource decisions in the district. Students would benefit because their curriculum would more likely be aligned with district curriculum.

SCIENCE/HEALTH CURRICULUM K-6

Scientific Applications, Decision Making

Team Members: Matt Naugle, Bruce Jean

GENERAL APPRAISAL

The Science K-6 Self Study Committee is to be commended for the thorough document which was developed for this evaluation. Team members were impressed with the staff, students, and community members with whom they spoke. They want to especially thank the educators and administration for their inviting manner and cooperation they displayed during this process. With leadership, comes challenges. These challenges will be faced as the district continues to work to implement the standards in the classrooms.

One challenge the team noticed was in the K-6 science curriculum. Many teachers expressed a strong desire to have more opportunities to collaborate in order to ensure common student experiences and in order to ensure student success. Providing equitable teacher/student resources and quality supplemental materials for all students and staff were also seen as challenges within a restricted budget.

Another challenge is in providing opportunities for the teachers to learn the new applications to the curriculum. The K-6 staff members have developed a curriculum in science that envelops the graduation standards and extends the curriculum beyond the standards. Efforts should be made to provide the opportunity for all staff to be inserviced in the implementation of this curriculum and how to successfully meet the portions that relate to the graduation standards.

The Team observed that the scope and sequence of the health curriculum at the elementary level was not clearly described in the self-study document. Subsequently, the Visitation Team did conduct a comprehensive review of the health curriculum. The Team is cognizant that they may have missed opportunities to observe this facet and that they possibly did not ask specific questions regarding the teaching of health. It is recommended that the district examine the curriculum for opportunities to more fully integrate and define health outcomes in grades K-6. The review provided is primarily of the science curriculum.

STRENGTHS

K-6

1. The science curriculum provides many opportunities for students to have hands-on learning experiences.

2. The science curriculum performance packages are well aligned with the Graduation Standards.
3. Science units provide opportunity for students to draw on content from a variety of science areas (Physical, Chemical, and Earth).
4. Units designed to cover the Graduation Standards show an emphasis on the processes and concepts of the Graduation Standards.
5. The curricular units are well organized at each grade level.
6. Resources and units lead to opportunities for authentic assessments.
7. The K-6 faculty and staff members are positive, motivated and student-centered.
8. The central science resource center for grades K-4 has a good system for disseminating the materials to the classes.
9. The K-4 resource center is managed by a staff member.
10. The overall environment of K-6 is very positive, inviting and motivating.

LIMITATIONS AND RECOMMENDATIONS

Limitation #1

Teachers have limited opportunities to communicate and collaborate within the school environment.

Recommendations

1. Provide the opportunity for teachers to communicate and collaborate throughout the district.
2. Allow more opportunities for the fifth grade satellite classes to interact with the Robert Asp fifth grade staff.

Limitation #2

Supplemental materials are limited, outdated and do not engage student interest.

Recommendations

1. Grade level staff should come to consensus regarding the teaching materials that will benefit their grade level. (Trade books, Textbooks, Alternative Materials.)
2. Update and provide audio-visual materials and computer software.

Limitation #3

There are limited staff development opportunities for members regarding science units and Graduation Standards.

Recommendations

1. The District should provide an introduction to science units through inservices or mentorship programs.
2. Teachers should have the opportunity to learn and practice the science rubrics in small and large groups.
3. Special Education programs should have opportunities to be involved with inservice education relating to the science program.

Limitation #4

The District self-evaluation did not provide criteria for tracking students' achievement in health and science classes.

Recommendations

1. District should evaluate criteria for collecting quality data on student progress in science and health.
2. Progress reports for science/health should be aligned with the scope and sequence as well as the performance packages.

Limitation #5

Current scope and sequence of science/health curriculum does not ensure continuity between grade levels.

Recommendations

1. Educators need to understand what content is being delivered in the years prior to and after their grade level.
2. The K-6 grade staff should come to consensus whether to spiral (build on) the same content between grade levels, offer different content for each science area each year, or a combination of the two prior strategies.

Limitation #6

Resources are not distributed or maintained in an equitable manner throughout grades K-6.

Recommendations

1. Grades K-4 continue to maintain their resource center at Probstfield with the assistance of a managing staff member.
2. Equal assistance and budget should be provided to grades 5-6 in order to manage and replenish science resources/supplies.
3. Special Education should have adequate access to and knowledge of science resources.

SCIENCE (7-12)

Scientific Applications

Team Members: Patrick Hurley, Aida McCabe, Mike Zea

GENERAL APPRAISAL

JUNIOR HIGH

The Junior High Science program in the Moorhead Public Schools offers one semester of seventh grade life science and one year of eighth grade earth science. Both of these courses have a higher level STEP program that is taken by about one-third of the students. Faculty often shift between the courses they teach. The staff includes four full time teachers and one that teaches four sections of science. The science staff is dedicated and very student-oriented. They work hard to offer a good science curriculum. They cooperate in their teaching. Both students and parents' surveys show support for the science department.

The junior high school staff have had considerable experience with the graduation standards. They have a good grasp of them and are implementing the standards well. This was apparent in the self-study and review.

SENIOR HIGH

The Senior High Science program in the Moorhead Public Schools offers physical science for ninth graders. One semester of this class is taught as chemistry and one semester is taught as physics. About one-fifth of the students bypass physical science and go directly to biology. All sophomores take biology unless they had taken biology in the ninth grade. Basic biology is offered to lower achieving students who are selected for this option by counselor and/or teacher recommendations.

A variety of elective science courses are offered. Advanced biology is a one-year course for students that have finished biology and offers a concentration on microbiology and a concentration on anatomy and physiology. Chemistry is a one-year course that presents traditional concepts and applications. A second choice is ChemCom, which is a student-centered, activity-based program involving students with current community and environmental issues. These chemistry courses are open to students that have finished biology. Physics is a full-year course, which studies the traditional curriculum of matter, and energy. All science courses are taught by ten certified teachers with majors in their respective fields. The faculty has a high level of professionalism and innovation. They work very well with students with a very positive approach to science.

The high school self study in science did not include documentation of their attempts to implement the graduation standards, however, the study did include the scope and sequence of the subjects taught. The Team observed that staff members are working to integrate the standards but this process needs further documentation. Because implementation of the standards was in the beginning stages, the Team did not review the implementation of standards in the high school. The Team encourages that staff work quickly to implement the standard. Scientific Applications, especially since students will be required to meet these for graduation in the near future.

STRENGTHS

JUNIOR HIGH

1. The Junior High teaching staff is a hard-working staff and is dedicated to the education and well being of their students. They are enthusiastic, innovative, and creative. The teachers work well as a team and enjoy incorporating many new ideas into their curriculum.
2. In their constant search for new ideas to motivate students, they have added an automated weather station, a small prairie restoration site, and work with the Johnson Park Nature Trail Project.
3. The staff understands and uses the Graduation Standards. They see the importance of hands-on activities that the standards favor.
4. The district provides instruction for an after hours science study group. Summer school is provided to help students who are having difficulties meeting course and Graduation Standard requirements.
5. The Junior High school administration is very supportive of the science program and greatly facilitates the planning of scientific activities.

LIMITATIONS AND RECOMMENDATIONS

JUNIOR HIGH

Limitation #1

The classroom size, location, and storage are inadequate. The lack of adequate plumbing and electrical fixtures present problems during science activities and raises safety issues.

Recommendations

1. The addition of a large storage area would enable each science room to remove the many storage cabinets and file cabinets that fill their rooms. This would make more classroom space available for laboratory activities.
2. A long-term plan should be designed to update these facilities. Teacher input would be crucial to the design and prioritizing of needs.

Limitation #2

The large student /teacher ratio in small classrooms makes it difficult for teachers to incorporate the hands-on activities needed for good science education and to complete the required Graduation Standards.

Recommendation

1. Decrease science class size to a maximum of 24 students. This allows the teacher more individual contact time with students as well as to provide for safer movement of students during classroom activities.

Limitation #3

Seventh grade Life Science is only a semester course.

Recommendation

1. Change seventh grade life science to a year long course. This is necessary to properly address the life science graduation standard. This additional life science education is important to help develop a broad science foundation.

Limitation #4

The Junior High Science Department budget is barely sufficient to meet their basic needs.

Recommendations

1. Increase the Science Department budget. The science staff has a lot of ideas and innovations for the improvement of science education, but without available funding they find it difficult to adapt to a changing curriculum.
2. Allow a method for long-term planning and budgeting for future equipment needs.

STRENGTHS

SENIOR HIGH

1. The Senior High Science Faculty is cooperative, professional, and innovative. They have appropriate degrees for their field and are dedicated to their students. The blend of youth and experience offer a wide variety of teaching styles that benefit the students.
2. A large percentage of students take three and even four years of science. These students show a tremendous interest in science. The behavior and conduct of all students in the science classes is commendable.
3. There is a good strong core of basic science courses.
4. The organization of science department classrooms and storage areas allows quick access to materials and provides opportunity for teacher networking.

LIMITATIONS AND RECOMMENDATIONS

SENIOR HIGH

Limitation #1

The budget allotted to the science department is very inadequate. Much of the science equipment is very old and out-of-date. There appears to be insufficient money for materials replacement as well as to provide up-to-date technology and new instruments.

Recommendations

1. Provide an adequate budget to maintain an up-to-date program.

2. Allow a method for long-term planning and budgeting for future equipment needs.

Limitation #2

Many students do not take ninth grade Physical Science.

Recommendations

1. Require all students take ninth grade Physical Science. Physical science provides the foundation for biology, chemistry and physics. Instead of letting upper level students bypass the ninth grade Physical Science to take Biology, the department should offer two levels of ninth grade Physical Science. These students could be separated into Physical Science and a STEP Physical Science course based upon math ability.
2. Study the feasibility of an integrated science program opportunities in grades 7-8 to include Life Science, Earth Science, and Physical Science.

Limitation #3

The understanding and following of Graduation Standards needs improvement.

Recommendations

1. All courses must fully develop their performance package to meet district policy and state requirements. Several of the science courses have not developed their performance packages. These must be finished to meet the requirements.
2. Develop courses and curricula to meet Science Standards as they apply to all students. It may be necessary to add courses for lower ability students.

Limitation #4

Crowded and outdated classrooms.

Recommendations

1. Remodeling is necessary in the Physics and Physical Science classrooms. Teacher recommendations are absolutely necessary in this planning. Short and long range improvements should be considered. Safety is a key part of the issue.
2. Decrease science class size to a maximum of 24 students. This would allow the teacher to have more individual contact time with the students. It also provides for safer movement of students during activities and labs. Basic Biology classes should have a limit of 18 students and an assigned paraprofessional.

3. Make better use of classroom computers. The existence of a school policy that prohibits the individual teacher from using the computer in the classroom as he judges best for his students is poor use of expensive technology. Using them only for attendance and grading and not allowing students to use them is not in the best interests of the teacher or the student. Students should be allowed to use them with teacher supervision.

PHYSICAL EDUCATION

Decision Making

Team Members: Elaine Love Palmer, Kathi Tharaldson

GENERAL APPRAISAL

K-6

Physical Education in grade K-6 has completed the mapping of the Decision-Making Standards - Physical Education and Fitness and Fine Arts/Dance into the physical education program in both primary and intermediate grades.

Five elementary schools serve students in grades K-6 with a total enrollment of 3118 students (October 1998 Marss report). The configuration of students and numbers at each site is listed below.

Site	Configuration	Number of students
Edison	K-5	606
Probstfield	K-5	683
Riverside	K-4	364
Washington	K-4	676
Robert Asp	5-6	789

The elementary physical education staff is comprised of nine full-time teachers and one .75 time teacher. Gender equity is a nice balance with five males and 5 females on the staff. Physical Education classes range in length of time from 20 minutes every day to 50 minutes every other day.

STRENGTHS

K-6

1. The professional staff is well liked and respected by students and parents.
2. The K-6 curriculum is impressive with skill development well defined.
3. High expectations exist for all students. Within this framework all students are encouraged to do their best.

4. A strong component of the K-6 program is emphasis on raising self-esteem.
5. Graduation Standards are in place with active support and participation by staff.
6. The PTAC offers financial support to a limited budget.
7. A high priority for all staff is appropriate supervision and concern for safety.
8. Demonstration techniques were excellent as observed in classroom visitation.
9. Guided instruction on a one-to-one basis within the large group is excellent.
10. Staff members are innovative and creative in their utilization of facilities with limitations that are beyond the departments control.

LIMITATIONS AND RECOMMENDATIONS

K-6

Limitation #1

Fourth and fifth grade classes at various sites have a 20 to 25 minutes physical education period.

Recommendation

1. Schedule 50-minute periods every other day for grades four and five at all elementary sites.

Limitation #2

There is potential physical harm for students at several sites due to safety issues that have not been corrected.

Recommendations

1. Continue to request correction and completion of these safety issues in writing.
2. Recommendation to administration that work be done in conjunction with other construction and paving jobs for the district. This will be more cost effective.

Limitation #3

Lack of green space as well as maintenance of existing green space.

Recommendations

1. Assess feasibility of constructing additional green space.
2. Set up a routine maintenance schedule for green space.

Limitation #4

Storage areas for outdoor use are inadequate.

Recommendation

1. Request storage units for outside areas. In this request include: equipment to be stored, length of time equipment will be stored, how security issues will be addressed.

Limitation #5

The budget is inadequate.

Recommendations

1. Increase budget
2. Set up a five-year plan for large equipment acquisition as well as necessary replacement of existing equipment.

Limitation #6

On some occasions, students are held out of physical education classes to complete work and to make-up tests in other program areas.

Recommendation

1. Student time for physical education should be respected by all staff.

Limitation #7

Parent survey instrument - there is a limitation to the overall benefit of the survey due to construction of the instrument and lack of check space for "not known."

Recommendations

1. Construct a survey with a five-point scale.
2. Choose survey items that parents could reasonably have some understanding of questions asked.
3. Put the ratings that parents chose on the survey in perspective.

SECONDARY HEALTH AND PHYSICAL EDUCATION

Decision Making

Team Members: Sandra Kent, Donna Waliczek, Jim Stott, Bradley Larson

GENERAL APPRAISAL

JUNIOR HIGH

Moorhead Junior High is a seventh and eighth grade school with 937 students. There is one full time male and one part time male physical education teacher and one full time female physical education teacher. Students are required to take .5 credits of physical education in both seventh and eighth grade. In addition the D/APE district program services students as needed.

SENIOR HIGH

Moorhead Senior High is a ninth through twelfth grade school with 1,848 students. There are three full-time male teachers, one full-time female teacher and three part-time physical education teachers. Students are required to take .5 credit in ninth grade physical education and .5 credit in tenth grade physical education. Electives for grades ten through twelve include six different .5 credit classes: aerobics, self-defense, weight training, team sports, individual sports, and weight training II. In addition, the D/APE district program services students as needed.

GENERAL OBSERVATIONS

The NCA accreditation team reviewed materials provided by the secondary health and physical education departments. A challenge that the team had was the great amount of materials presented. Because there was so much material, it was difficult to evaluate the overall program. The department had clearly listed strengths and limitations in the areas of class size, resources, and facilities. However, because of the recent implementation of graduation standards in the classes, the evaluation of the implementation was not written out in the materials presented as part of the self-study. Nevertheless, the Visitation Team discussed the overall quality of the program with the staff and provided the following review.

One issue that brought mixed opinions was the placement of the technical writing and data management standards in a physical education class. Staff, student and parent surveys indicated this as a concern. One view was that appropriate placement of all graduation standards be reassessed by both administration and staff. Another view of this issue saw this as a strength in that the assessment was done on an authentic task with successful assessments.

In Decision-Making, a partial standard is completed in Health and Physical Education. The career component is completed in Counseling and in ninth grade social studies. The Chairperson visited the counseling department and reviewed their information as it concerns Career Investigation. While the scope of this study did not include these departments, it was clear that the partial standard in decision making is being carried out successfully. There are excellent efforts to bring in monthly speakers about careers, with both male and female role models, and also minority representatives in careers.

Many students take courses in the Youth Education Program (Y.E.S.) for various reasons. Y.E.S. is a program located in a separate facility in the school district, but provided through the Lakes Country Service Cooperative. District administrators have expressed concern about the numbers of students taking courses in health and physical education, and to a lesser extent, in the sciences, through the Y.E.S. program. Most students in the Y.E.S. program have been referred to this alternative education program for various qualifying reasons. Others, however, take courses there because of convenience or that their schedules did not provide the opportunity to take these courses during the times the school offered them.

RECOMMENDATIONS

1. The district should study ways to provide some of these classes, possibly as independent studies, in-house.
2. The district should study the financial impact as well as students' reasons for choosing these options to determine the impact on the health, physical education and science programs.

STRENGTHS

SENIOR HIGH

1. Maximum utilization of all available facilities.
2. Instructors are professional and have created a healthy, respectful environment.
3. Class offerings are diverse, meeting a wide variety of needs.
4. Good working relationship with community and park and recreation.
5. Graduation standards are in place.

LIMITATIONS AND RECOMMENDATIONS

Limitations #1

Room utilization scheduling is not efficient.

Recommendations

1. Make use of the gym space every hour of the day.
2. More utilization of the wrestling room.

Limitation #2

Inadequate indoor dry floor space . (Page 132-Problems number 1 of self-study)
(Student survey page 146 #7 and parent survey #7)

Recommendations

1. Maximum use of the new multipurpose room.
2. Increase opportunities for all students to participate in lifelong activities. (e.g., intramural, clubs)

Limitation #3

Physical education budget is barely adequate to meet the basic needs.

Recommendation

1. Increase or maintenance of the existing budget.

Limitation #4

Class sizes are too large.

Recommendation

1. Required physical education classes need to be at manageable numbers. Put a cap of 28 students per class.

Limitation #5

Roadway between school and sports complex potentially unsafe.

Recommendation

1. Work with the city to provide a safer passageway to the sports complex.

STRENGTHS

JUNIOR HIGH

1. Qualified and enthusiastic staff.
2. Good outdoor facilities.
3. Graduation standards and implementation are in place.
4. Varied and flexible curriculum to meet individual needs.
5. Grading and makeup policies are consistent.
6. Outstanding technology used to enhance curriculum.
7. Scope and sequence are appropriate and in place.

LIMITATIONS AND RECOMMENDATIONS

Limitation #1

Student safety is being jeopardized by large class sizes in many sections. Seventeen sections are 30 - 39 students each. Source: page 63 Self-Assessment. (page 127- student survey, #9,10, 11, and 12) (parent survey, page 124 #10, 11, and 12).

Recommendation

1. Class sizes need to be smaller for most of the sections. Put a cap of 28 on each class.

Limitation #2

Placement of the Technical Writing and Data Management Graduation Standards in 7th grade physical education.

Recommendations

1. Reevaluate the standards in more appropriate subject areas.
2. Embed the 8th grade decision making graduation standard in the 7th grade so it can be assessed in 8th grade.
3. Consult individuals involved in the graduation standard decision.

HEALTH STRENGTHS

1. Continuity exists between the junior high school and senior high school health program.
2. Elective course entitled Health Fitness offered to eighth graders.
3. High School elective course has an accreditation with Northwest Technical College in Detroit Lakes.
4. High school elective course, Health Careers, does an in-depth investigation of health related careers.
5. Junior high school has utilized the services of Concordia College in providing curriculum assistance.
6. Use of advanced technology in computers in elective high school health courses.
7. Community involvement in course curriculum.
8. Staff develops new content area and continually works to improve course curriculum.

LIMITATIONS AND RECOMMENDATIONS

Limitation #1

With the addition of graduation standards a number of important topics have been eliminated from the curriculum.

Recommendations

1. Reevalue topics being taught and time spent on topics.
2. Determine if subjects that have been eliminated can be readdressed in another area.

Limitation #2

Class sizes are too large.

Recommendation

1. Put a cap on class sizes.

MEMO #: I-00-244



TO: Dr. Larry Nybladh

FROM: Lynne Kovash

SUBJECT: RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL OF THE TEACHING CONTRACT OF PROBATIONARY TEACHERS

DATE: April 4, 2000

Consider the attached resolution directing the administration to effect termination and non-renewal of the probationary teachers as listed below.

Termination and Non-Renewal of Contracts

Mark Hill - Senior High - ASL .143 FTE

Mark Starkweather - Robert Asp - Title 1 - 1.00 FTE

Suzanne Nelson - Washington - LD - 1.00 FTE

SUGGESTED RESOLUTION: Move to approve the enclosed resolution directing the administration to effect termination or reduction and non-renewal of probationary teacher contracts pursuant to Minnesota Statute 122A.40, subd.5.

LAK/smw

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION
AND NON-RENEWAL OF THE TEACHING CONTRACT
OF _____, A
PROBATIONARY TEACHER.

WHEREAS, _____ is a probationary teacher in Independent School District No. 152.

BE IT RESOLVED by the School Board of Independent School District No. 152, that pursuant to Minnesota Statute 122A.40, subd. 5, that the teaching contract of _____, a probationary teacher in Independent School District No. 152, is hereby terminated at the close of the current 1999-2000 school year.

BE IT FURTHER RESOLVED that written notice has been sent to said teacher regarding termination and non-renewal of his contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION

Name
Address
City, State, Zip

Dear Mr./Mrs. _____ :

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 152 held on _____, 2000, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2000-01 school year. Said action of the Board is taken pursuant to M.S. 122A.40, subd. 5.

You may officially request that the School Board give its reason for the non-renewal of your teaching contract. However, such a request must be received within ten days after the receipt of this notice.

For your information, however, this action is taken because of the financial condition of the school district and decrease in enrollment.

Yours very truly,

SCHOOL BOARD OF EDUCATION
SCHOOL DISTRICT NO. 152

Clerk of the School Board

The motion for the adoption of the foregoing resolution was duly seconded by _____ and upon vote being taken thereon,

the following voted in favor of:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

MEMO #: I-00-245



TO: Dr. Larry Nybladh

FROM: Lynne Kovash

SUBJECT: RESOLUTION RELATING TO THE UNREQUESTED LEAVE OF
ABSENCE OF TENURED TEACHERS.

DATE: April 4, 2000

Consider the attached resolution directing the administration to place on unrequested leave of absence the tenured teachers as listed below.

Unrequested Leave of Absence of Tenured Teachers

Connie Jones - Media Specialist - 1.00 FTE - Washington
Leslie Schmidt - French Elementary - .30 FTE - District Wide

Unrequested Leave of Absence of Tenured Teachers (with offer of partial contract)

	<u>Current Contract</u>	<u>Reduction</u>	<u>Contract Offer</u>
Sandra Bekkerus	1.052	.052	1.00
Lynn Halmrast	1.052	.052	1.00
Deb Helleckson	1.052	.052	1.00
Mark Richardson	1.052	.052	1.00
Brian Meyer	1.00	.566	.434
Chad Anderson	1.00	.856	.143
Lois Brown	.667	.167	.50
Jon Enderle	1.143	.143	1.00

SUGGESTED RESOLUTION: Move to approve the enclosed resolution directing the administration to place the above named teacher on unrequested leave of absence pursuant to Minnesota Statute 122A.40, subd 10 and Article 22, Section 1 and 2 of the current Master Agreement between the School District & the exclusive representative.

SUGGESTED RESOLUTION: Move to approve that the full-time tenured teachers who were placed on unrequested leave of absence at the end of the 1999-2000 school year as provided in the School Board resolution adopted earlier in this meeting, shall be offered part-time teaching contracts for the 2000-2001 school year as described.

LAK/smw
Attachment

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION PROPOSING TO PLACE
«Name»
ON UNREQUESTED LEAVE OF ABSENCE

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

1. That it is proposed that _____, a teacher of said school district, be placed on unrequested leave of absence without pay or fringe benefits, effective at the end of the 1999-2000 school year on June 30, 2000, pursuant to M.S. 122A.40, subd. 10 and Article 22, Section 1 and 2 of the current Master Agreement between the School District and the exclusive representative.

2. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and said notice shall include a date for hearing if requested and be in substantially the following form:

NOTICE OF PROPOSED PLACEMENT
ON UNREQUESTED LEAVE OF ABSENCE
AND NOTICE OF HEARING DATE,
IF REQUESTED

Name
Address
City, State, Zip

Dear Mr./Mrs. _____ :

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 152 held on April 10, 2000, consideration was given to your placement on unrequested leave of absence without pay or fringe benefits as a teacher of Independent School District No. 152, and a resolution was adopted by a majority vote of the Board, proposing your placement on unrequested leave of absence effective at the end of the 1999-2000 school year on June 30, 2000, pursuant to Minnesota Statute 122A.40, subd. 10 and Article 22, Section 1 and 2 of the current Master Agreement between the School District and the exclusive representative upon the grounds described in said statute and which are specifically as follows:

Discontinuance of Position Due to
Lack of Pupils and Financial Limitations

Under the provisions of the law, you are entitled to a hearing before the school board provided that you make a request in writing within fourteen days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the school board's proposed action.

Yours very truly,

SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 152

Clerk of the School Board


3. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 122A.40, subdivision 10 and Article 22, Section 1 and 2 of the current Master Agreement between the School District and the exclusive representative and are hereby adopted as fully as though separately set forth and resolved herein.

The motion for the adoption of the foregoing resolution was duly seconded by

Member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

To: Dr. Nybladh
From: Beth Astrup 
Subject: Former St. Francis Church and Rectory Lease
Date: April 4, 2000

Diana Hatfield, Coordinator of the Moorhead Healthy Community Initiative, contacted me back in January of this year about the possibility of MHCI moving their offices to the old St. Francis rectory building. I showed the property to Ms. Hatfield and a representative from the Community Policing Program. Knowing the property was too large for only MHCI to occupy, Ms. Hatfield found other partners to share the space. These partners are mentioned on page 2 of the lease document.

Both of the buildings will require capital improvements in order to meet various code issues. All improvements must be approved by the District, but the cost will be the responsibility of the City of Moorhead, as the tenant. Because of the investment of capital required up front, the City wanted a ten year lease agreement in order to justify making the improvements. The annual rent called for in the lease is \$1, with the City having responsibility for all utilities, repair, and maintenance of both buildings. The lease would commence on May 1, 2000 and be in effect through April 30, 2010.

Suggested Resolution: Move to approve the attached lease agreement with the City of Moorhead for the former St. Francis Church and Rectory.

Attachment: Lease Agreement

LEASE

THIS LEASE, Made and entered into this ____ day of _____, 2000, by and between Moorhead Independent Public School District (hereinafter called "Landlord"), and the City of Moorhead, Minnesota (hereinafter called "Tenant").

1. PREMISES. Landlord leases to Tenant and Tenant hires from Landlord the property or premises known as the former St. Francis Church Rectory, and church building in the City of Moorhead, County of Clay, State of Minnesota (hereinafter called the "leased premises"), more particularly described as follows, to-wit:

The west Half of the parcel described as lots 1-38, Block 7 Moore's 1st Add. To the City of Moorhead.

The leased premises includes buildings, improvements, parking areas, driveways, alley rights, if any, and easements, rights and appurtenances therewith or belonging thereto.

Tenant has inspected the leased premises and by the execution of this Lease accepts same in its present condition.

2. TERM. The term of this Lease shall be ten years (10) years, commencing on May 1, 2000, and ending on April 30, 2010, both dates inclusive, unless sooner terminated as herein provided.

3. RENT. Tenant shall pay to Landlord the sum of \$1.00 per year in lawful money of the United States, for rent, the receipt of which is hereby acknowledged.

4. USE OF PREMISES. Tenant may use and occupy the leased premises for office space for the Moorhead Healthy Community Initiative and for the offices for employees of the City running

the Weed and Seed program in the City, as well as coordinating community block clubs, and for other municipal purposes, and for no other purpose without the written consent of Landlord. Tenant shall not use or knowingly permit any part of the leased premises to be used for any unlawful purpose.

5. QUIET ENJOYMENT. Tenant, upon the payment of the rent and the performance of all the terms and conditions of this Lease, shall at all times during the term of this Lease and any extension or renewal thereof, peaceably and quietly have, hold and enjoy the leased premises without any disturbance from Landlord or from any other person claiming through Landlord.

6. REPAIR AND MAINTENANCE.

(a) Tenant shall, during the term of this Lease and any renewal or extension thereof, at its own expense, keep the interior of the leased premises in as good order and repair as it is at the date of the commencement of this Lease, reasonable wear and tear and damage by accidental fire or other casualty excepted. Tenant shall not knowingly commit or willingly permit to be committed any act or thing contrary to the rules and regulations prescribed from time to time by any federal, state or municipal authority.

(b) Tenant shall not be obligated to make any repair which is occasioned by defective materials or workmanship in the construction of the building or in Landlord's improvements required by this Lease, and such repairs shall be made by Landlord at its own expense.

(c) Tenant shall, during the term of this Lease, and any renewal or extension thereof, keep the structural supports and exterior walls of the building, including windows, doors and passageways from the street and parking area leading to the leased premises, and the adjacent sidewalks and entrance lobby, in good order and repair. Tenant shall maintain in good working order and repair all plumbing, toilet facilities and other fixtures and equipment installed for the general supply of hot and cold water, heat, air conditioning and electricity. Tenant shall use due diligence in making such repairs and make them as soon as reasonably possible after receiving notice of the necessity for such repair. Provided, Tenant shall have the option of not making such repairs and terminating the lease upon 90 days written notice to Landlord.

7. COMPLIANCE WITH LAWS. Tenant shall, at its own expense, promptly comply with all laws and regulations of all federal, state and municipal governments and the appropriate departments, commissions, boards and officers thereof, which may be applicable to the leased premises and the fixtures and equipment therein.

8. SURRENDER OF PREMISES. At the expiration of the term of this Lease and any renewal or extension thereof, or sooner termination, Tenant shall surrender the leased premises in as good condition as it was at the date of the commencement of this Lease, reasonable wear and tear and damage by accidental fire or other casualty excepted.

9. RIGHT TO ALTER AND IMPROVE. No alteration, addition, or improvement to the leased premises shall be made by Tenant without the written consent of Landlord. Any alteration, addition or improvement made by Tenant after such consent shall have been given, and any fixtures installed as part thereof, shall at Landlord's option become the property of Landlord upon the expiration or other sooner termination of this Lease; provided, however, that Landlord shall have the right to require Tenant to remove such fixtures at Tenant's cost upon such termination of this Lease.

10. UTILITIES. Tenant shall pay or cause to be paid all charges for gas, electricity, light, heat, air-conditioning, power, water, and telephone or other communication service used, rendered or supplied upon or in connection with the leased premises, and shall indemnify Landlord against any liability or damages on such account.

11. TAXES. Landlord shall pay all real estate taxes, including special assessments, assessed or imposed upon the leased premises during the term of this Lease and any renewal or extension thereof.

12. INSURANCE.

(a) Landlord shall keep the building containing the leased premises insured against loss or damage by fire with extended coverage endorsement in an amount sufficient to prevent Landlord from becoming a co-insurer under the terms of the applicable policies but, in any event, in an amount not less than eighty

percent (80%) of the full insurable value as determined from time to time. The term "full insurable value" shall mean actual replacement cost (exclusive of the cost of excavation, foundations, and footings below the basement floor) without deduction for physical depreciation. Such insurance shall be issued by financially responsible insurers duly authorized to do business in this State.

(b) Tenant shall, during the term of this Lease and any renewal or extension thereof, at its own expense, keep the leased premises insured against claims for personal injury or property damage. Such policies shall name Landlord and Tenant as the insureds. Within thirty (30) days after the date hereof, Tenant shall deliver to Landlord certificates of insurance certifying that such insurance is in full force and effect. On the anniversary date of such insurance policies thereafter, Tenant shall deliver to Landlord certificates of insurance certifying that such insurance is in full force and effect. Tenant shall also keep Tenant's inventory, furnishings, trade fixtures, equipment, and all other items of personal property located on or within the leased premises insured.

13. DENIAL OF SUBROGATION RIGHTS. Landlord and Tenant and all parties claiming under them hereby mutually release and discharge each other from all claims and liabilities arising from or caused by any hazard covered by insurance on the leased premises, or covered by insurance in connection with property on or

activities conducted on the leased premises regardless of the cause of the damage or loss.

14. LANDLORD'S RIGHTS UPON TENANT'S DEFAULT.

(a) Landlord may give Tenant five (5) days' notice of intention to terminate this Lease in any of the following circumstances:

(1) If Tenant shall be in default in the performance of any covenant of this Lease (other than the covenants for the payment of rent) and if such default is not cured with fifteen (15) days after written notice thereof given by Landlord; or, if such default shall be of such nature that it cannot be cured completely within such 15-day period, if Tenant shall not have promptly commenced within such 15-day period or shall not thereafter proceed with reasonable diligence and in good faith to remedy such default.

(2) If Tenant shall file a petition in bankruptcy, make a general assignment for the benefit of creditors, take the benefit of any insolvency act, or if a permanent receiver or trustee in bankruptcy shall be appointed for Tenant's property and such appointment is not vacated with ninety (90) days. For these purposes "Tenant" shall mean Tenant then in possession of the leased premises.

(3) If the leased premises becomes vacant or deserted for a period of thirty (30) days.

(4) If this Lease shall be assigned or the leased premises sublet other than in accordance with the terms of

this Lease and such default is not cured within fifteen (15) days after notice.

(5) If Tenant shall be in default in the payment of any rent and such default is not cured within ten (10) business days after mailing of written notice thereof by Landlord.

(b) If Landlord shall give the five (5) days' notice of termination provided in subparagraph (a), then at the expiration of such period this Lease shall terminate as completely as if that were the date herein definitely fixed for the expiration of the term of this Lease, and Tenant shall then surrender the leased premises to Landlord. If this Lease shall so terminate, it shall be lawful for Landlord, at its option, without formal demand or notice of any kind, to reenter the leased premises by an unlawful detainer action or by any other means, including force, and to remove Tenant therefrom without being liable for any damages therefor. Upon the termination of this Lease, as herein provided, Landlord shall have the right, at its election, to terminate any sublease then in effect, without consent of the sublessee concerned.

(c) Tenant shall remain liable for all its obligations under this Lease, despite Landlord's reentry, and Landlord may rerent or use the leased premises as agent for Tenant, if Landlord so elects. Tenant waives any legal requirement for notice of intention to reenter and any right of redemption.

(d) Nothing in this paragraph 14 shall be deemed to require Landlord to give Tenant any notice, other than such notice as may

be required by statute, prior to the commencement of an unlawful detainer action for nonpayment of rent, it being intended that the five (5) day notice is only for the purpose of creating a conditional limitation hereunder pursuant to which this Lease shall terminate.

(e) If the Lease shall terminate as provided in this paragraph 14 Landlord shall have the right, at its election at any time, to recover from Tenant the amount by which the rent and charges equivalent to the rent reserved herein for the balance of the term shall exceed the reasonable rental value of the leased premises for the same period.

(f) Time is of the essence of this Lease with respect to the performance by Tenant of its obligations hereunder.

15. PERFORMANCE OF TENANT'S OBLIGATIONS. If Tenant shall be in a default hereunder, Landlord may cure such default on behalf of Tenant, in which event Tenant shall reimburse Landlord for all sums paid to effect such cure, together with interest at the rate of ten percent (10%) per annum and reasonable attorneys fees. In order to collect such reimbursement, Landlord shall have all the remedies available under this Lease for a default in the payment of rent.

16. RIGHT OF ACCESS. Landlord and his representative may enter the leased premises, at any reasonable time, for the purpose of inspecting the leased premises, performing any work which Landlord elects to undertake made necessary by reason of Tenant's default under the terms of this Lease, exhibiting the leased

premises for sale, lease, or mortgage financing, or posting notices of nonresponsibility under any mechanic's lien law. Except in an emergency, Landlord, while exercising this right of entry, will not interfere with the operations or business activities of Tenant.

17. FIRE OR OTHER CASUALTY LOSS. In case of damage by fire or other casualty to the building in which the leased premises is located, if the damage is so extensive as to amount practically to the total destruction of the leased premises or of such building, this Lease shall cease, and the rent shall be apportioned to the time of the damage. In all other cases where the leased premises is damaged by fire or other casualty without the fault of Tenant, Landlord shall have the option to repair the damage with reasonable dispatch, or to terminate the lease. If Landlord chooses to make the repairs, and if the damage has rendered the leased premises untenable, in whole or in part, there shall be an apportionment of the rent until the damage has been repaired. In determining what constitutes reasonable dispatch, consideration shall be given in delays caused by strikes, adjustment of insurance, and other causes beyond Landlord's control.

18. TERMINATION OF LEASE UPON CONDEMNATION. If the leased premises, or any part thereof, is taken by eminent domain, this Lease shall expire on the date when the leased premises shall be so taken, and the rent shall be apportioned as of that date. No part of any award shall belong to Tenant, except any portion of the award attributable to any trade fixtures or equipment of Tenant taken by the public authority.

19. EASEMENTS. Landlord shall have the right to grant easements in areas of the leased premises for the installation of utilities, provided that the use of such easement areas for such purposes does not interfere substantially with the operation of Tenant's business. Tenant shall not be entitled to any compensation or abatement of rent if the use of such easement does not interfere substantially with the operations of Tenant's business.

20. RIGHTS TO ASSIGN AND SUBLEASE. Tenant shall not transfer, assign, sublet or pledge this Lease or Tenant's interest in the leased premises without the prior written consent of Landlord. As a condition of any such consent, Tenant shall reimburse Landlord for its reasonable attorneys fees incurred in conjunction with the processing or documentation of any such requested transaction. The consent to such transactions shall not be unreasonably withheld, provided that Tenant shall remain liable during the term of this Lease and that no uncured defaults exist at the time of the request and granting of such consent.

21. EXCULPATORY CLAUSE. Landlord shall not be liable for injury or damage to personal property occurring within the leased premises, unless caused by or resulting from the negligence of Landlord or its agents, servants or employees in the operation or maintenance of the leased premises.

22. INDEMNIFICATION AND HOLD HARMLESS. Tenant shall indemnify and hold harmless Landlord against all liabilities,

expenses and losses incurred by Landlord as a result of (a) failure by Tenant to perform any covenant required to be performed by Tenant hereunder; (b) any accident, injury or damage caused by Tenant's negligence from the condition, maintenance or operation of the leased premises; (c) failure to comply with any requirements of any governmental authority; and (d) any mechanic's lien or security agreement, filed against the leased premises, any equipment therein, or any materials used in the construction or alteration of any building or improvement thereon by Tenant.

23. NOTICE. Any notice under this Lease must be in writing and must be sent by registered or certified mail to the last address of the party to whom the notice is to be given, as designated by such party in writing. Landlord hereby designates his address as Assistant Superintendent 810 4th Ave. S., Moorhead, MN. 56560. Tenant hereby designated its address as City Manager, 500 Center Ave. Moorhead, MN. 56560.

24. TERMINATION OF LEASE BY EITHER PARTY. Either party to this Lease may terminate the Lease without cause upon ninety (90) days' written notice to the other party.

25. CONSTRUCTION.

(a) This Lease shall be governed by, construed and enforced in accordance with the laws of the State of Minnesota.

(b) The covenants, terms, conditions, provisions and undertaking in this Lease or in any renewal or extension thereof shall extend to and be binding upon the heirs, executors, administrators, successors and assigns of the respective parties

hereto, as if they were in every case named and expressed, and shall be construed as covenants running with the land; and wherever reference is made to either of the parties hereto, it shall be held to include and apply also to the heirs, executors, administrators, successors and assigns of such party, as if in each and every case so expressed.

(c) The parties agree to execute and deliver any instruments in writing necessary to carry out any agreement, term, condition or assurance in this Lease whenever occasion shall arise and request for such instruments shall be made.

(d) The specified remedies to which Landlord may resort under the terms of this Lease are cumulative and are not intended to be exclusive of any other remedies or means of redress to which Landlord may be lawfully entitled in case of any breach or threatened breach by Tenant of any provision or provisions of this Lease.

(e) This Lease contains the entire agreement between the parties and cannot be changed or terminated orally.

(f) This Lease may not be changed orally, but only by an agreement in writing and signed by the party against whom enforcement of any waiver, change, modification or discharge is sought.

(g) If any provision of this Lease shall be declared invalid or unenforceable, the remainder of the Lease shall continue in full force and effect.

26. OPTION TO RENT GARAGE. The Tenant shall have the option of renting the garage on the rented property for storage of police department vehicles. If such option is executed by a separate writing to the Landlord, Tenant shall pay Landlord \$100 a month for such rental payable by the 10th day of each month. Such rental may be terminated by Tenant upon 30 days written notice to Landlord. All other terms of this lease shall apply to the rental of the garage.

IN WITNESS WHEREOF, the parties hereto have affixed their hands and seals as of the day and year first above written.

LANDLORD:

MOORHEAD INDEPENDENT PUBLIC
SCHOOL DISTRICT

BY: _____
Its: _____

BY: _____
Its: _____

TENANT:

CITY OF MOORHEAD

BY: _____
Its Mayor

BY: _____
Its City Manager

S-M 9-1305
min
4-25-00

INDEPENDENT SCHOOL DISTRICT #152

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

April 25, 2000

7:00 p.m

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

ATTENDANCE:

Jim Cummings _____	Anton B. Hastad _____
Lisa Erickson _____	Carol A. Ladwig _____
Stacey Foss _____	Kristine Thompson _____
Mark Gustafson _____	Larry P. Nybladh _____

A G E N D A

1. CALL TO ORDER

- A. Pledge of Allegiance
- B. Preview of Agenda - Dr. Larry P. Nybladh, Superintendent
- C. Approval of Meeting Agenda

Moved by _____ Seconded by _____
Comments _____

- D. "We Are Proud"

*** We Are Proud of students from Moorhead who competed at the Moorhead Region Destination ImagiNation Tournament held March 11 at Moorhead High School.

Destination ImagiNation is a creative problem-solving competition. Students compete in teams to present creative solutions for problems.

SCHOOL BOARD AGENDA - April 25, 2000

PAGE 2

Moorhead's Region Tournament is one of 10 Destination ImagiNation Region Tournaments in Minnesota. First-place winners from Moorhead's Region Tournament will represent the region at the Destination ImagiNation State Tournament on April 15, 2000 in Plymouth, Minnesota.

Moorhead teams that will represent the region at the state tournament are:

Probstfield Elementary School

Mixing Apples and Oranges (Elementary Level)

Team members: Laura Gonshorowski, Megan Wixo, Jessica Biller, Elisabeth Hanson, and Madeleine Bailey.

Coaches: Maggie Hanson and Robin Morse-Bailey

Moorhead Junior High School

Mixing Apples and Oranges (Intermediate Level)

Team members: Gabe Anderson, Christy Eickhoff, Rachel Jones, Cassie Palmer, Mallory Swanson, and Luke Wixo.

Coaches: John Jones and Stephanie Anderson

Moorhead Junior High School

Instant Pudding Improv (Intermediate Level)

Team members: Nick Sternhagen, Thelonius Gracyk, Josh Starkweather, Rachel Sternhagen, and Tatiana Gracyk.

Coaches: Jolene Beckman and Athena Gracyk

*** We Are Proud of Moorhead Red River Area Learning Center students who volunteered at the Holiday Clearing Bureau. The following students were nominated for the JC Penney Golden Rule Award for their service and attended the award ceremony:ents are:

DeJay Jorgenson
Deanna Love
Jason Berger
Lindsey Betz
Christina Murphy

Robin Paul
Victor Guerrero
Dana Gromaski
Gina Poitra

Ron Curley
Teresa Lorsung
Annie Ingerg
Nadia Perez

Teachers Bradley Hawkins and Jaimie Snowdon assisted students with this project.

SCHOOL BOARD AGENDA - April 25, 2000

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

2. CONSENT AGENDA

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

- A. TEACHING/LEARNING MATTERS - Kovash
 - (1) Acceptance of Position - Page 7
 - (2) Acceptance of Grant - Page 8
- B. SYSTEM SUPPORT MATTERS - Astrup
 - (1) Approval of Leases - Pages 9-12
- C. HUMAN RESOURCE MATTERS- Lacher
 - (1) Acceptance of Early Retirement - Page 13
 - (2) Approval of Family/Medical Leave - Page 14
 - (3) Acceptance of Resignations - Page 15
 - (4) Approval of New Employees - Page 16
 - (5) Approval of Extended Leave of Absence - Page 17
- D. SUPERINTENDENT MATTERS - Nybladh

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

Moved by _____ Seconded by _____
Comments _____

3. COMMITTEE REPORTS

SCHOOL BOARD AGENDA - April 25, 2000
PAGE 4

4. **INDIAN EDUCATION COMMITTEE REPORT:** Kovash
Pages 18-27

Suggested Resolution: Move to receive the recommendations of the Moorhead School District Indian Education Committee and direct administration to review the report with the committee and transmit information regarding action related to the recommendations to the Board.

Moved by _____ Seconded by _____
Comments _____

5. **PAPER BID AWARD:** Astrup
Page 28

Suggested Resolution: Move to approve paper bids to vendors meeting specifications as presented.

Moved by _____ Seconded by _____
Comments _____

6. **READING RECOVERY COMPLIANCE REPORT:** Kovash
Pages 29-30

Suggested Resolution: Move to accept the letter from Ohio State University indicating the requirements for Reading Recovery have been met.

Moved by _____ Seconded by _____
Comments _____

7. **SABBATICAL LEAVE REQUEST:** Kovash
Page 31

Suggested Resolution: Move to approve the sabbatical leave as presented.

Moved by _____ Seconded by _____
Comments _____

SCHOOL BOARD AGENDA - April 25, 2000
PAGE 5

8. **FIRST READING OF POLICIES:** Nybladh
Pages 32-36

Conduct a first reading of the following policies: Research Studies (LC), Boundary Exception Requests (JCA) and Music Staff (GAB).

9. **APPROVAL OF POLICY:** Nybladh
Pages 37-38

Suggested Resolution: Move to approve the policy, Policy Governing Comparability (IHA) as presented.

Moved by _____ Seconded by _____
Comments _____

10. **APPROVAL OF POLICY:** Nybladh
Page 39-40

Suggested Resolution: Move to approve the policy, Principals' Performance Review (GCNB) as presented.

Moved by _____ Seconded by _____
Comments _____

11. **APPROVAL OF POLICY:** Nybladh
Page 41-42

Suggested Resolution: Move to approve the policy, School Attendance Governing Enrollment of Handicapped Children/Adults (JEAA) as presented.

Moved by _____ Seconded by _____
Comments _____

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

13. **ADJOURNMENT**

SCHOOL BOARD AGENDA - April 25, 2000
PAGE 6

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Washington Retirement Tea	May 4	3 pm	Washington Library
School Board	May 8	7 pm	Townsite
Long Range Planning Com.	May 9	3:45 pm	Townsite
Celebration of Success Talent Showcase and Volunteer Recog.	May 11	6-8 pm	Robert Asp
District Student/Staff Assistance Com.	May 15	3:30 pm	Townsite
Probstfield Retirement Tea	May 15	3:30-5 pm	Probstfield
Education Mhd. Recog. Din.	May 16	6 pm	Concordia Centrum
Inst. and Curr. Adv. Com.	May 18	7 am	Townsite
Supt. Adv. Council	May 18	7 pm	Townsite
School Board Retirement Tea	May 22	5:30-6:30 pm	Townsite
School Board	May 22	7 pm	Townsite
Senior High Retirement Tea	May 24	3 pm	SH Library
Memorial Day	May 29		
Last Day for Students	June 1		
Last Day for K-12 Staff/ Workshops	June 2		
Graduation	June 4	2 pm	Concordia
School Board	June 12	7 pm	Townsite
School Board	June 26	7 pm	Townsite
School Board	July 10	7 pm	Townsite
School Board	July 24	7 pm	Townsite

MEMO #: I-00-146



TO: Dr. Larry Nybladh

FROM: Lynne Kovash *LK*

SUBJECT: Position Approval

DATE: April 17, 2000

A 3 hour special education paraprofessional is needed for a child with special needs enrolled at Probstfield Elementary. After consideration of the needs of the student and staffing in the building, it was determined that paraprofessional support was needed for the student. The paraprofessional position will be paid with Part B Federal Funds. This position will only be funded until the end of the school year.

SUGGESTED RESOLUTION: Move to approve special education paraprofessional for the remainder of the 1999-2000 school year.

LAK/smw

MEMO #: I-00-258



TO: Dr. Larry Nybladh

FROM: Lynne Kovash *LK*

SUBJECT: Grant Acceptance

DATE: April 17, 2000

The district has been awarded the following equipment:

1-OTC 3813 Vision II Kit

1- OTC 3352 1999 Enhanced Monitor Scan Tool Set

1-Fluke 98-2/703 Series II Automotive Scopemeter

Items are in the process of being purchased by the Region IV Carl D. Perkins Project at the Lakes Country Service Cooperative for a total award of \$7,264.52.

SUGGESTED RESOLUTION: Move to accept the grant as presented

LAK/smw

MEMO # B00255
TO: Dr. Nybladh
FROM: Beth Astrup *B. Astrup*
DATE: April 18, 2000
SUBJECT: Townsite Lease - John E. Foss Engineering

John E. Foss Engineering has requested a three year lease of suite 142 in the Townsite Centre. The lease would be for a three year term beginning May 1, 2000 and continuing through April 30, 2003. Annual lease payments would be as follows:

May 1, 2000 - April 30, 2001	\$9240.00
May 1, 2001 - April 30, 2002	9516.00
May 1, 2002 - April 30, 2003	9804.00

Suggested Resolution: Move to approve the lease with John E. Foss Engineering beginning May 1, 2000 and continuing through April 30, 2003.

MEMO # B00256

TO: Dr. Nybladh

FROM:

Beth Astrup

DATE: April 18, 2000

SUBJECT: Townsite Lease - Elementary Avenue

Elementary Avenue would like to renew their lease of Suite 152 at the Townsite Centre. The lease would be for a two year term beginning May 1, 2000 and continuing through April 30, 2002. Annual lease payments would be as follows:

May 1, 2000 - April 30, 2001	\$26,400
May 1, 2001 - April 30, 2002	27,600

Suggested Resolution: Move to approve the lease with Elementary Avenue beginning May 1, 2000 and continuing through April 30, 2002.

MEMO # B00257
TO: Dr. Nybladh
FROM: Beth Astrup *B. Astrup*
DATE: April 18, 2000
SUBJECT: Townsite Lease - Ron Odden

Ron Odden would like to renew the lease of Suites 206.1 and 206.3 at the Townsite Centre. The lease would be for a one year term beginning April 1, 2000 and continuing through March 31, 2001. The annual lease payment would be \$4151.25.

Suggested Resolution: Move to approve the lease with Ron Odden beginning April 1, 2000 and continuing through March 30, 2001.

MEMO # B00258
TO: Dr. Nybladh
FROM: Beth Astrup *B. Astrup*
DATE: April 18, 2000
SUBJECT: Townsite Lease - Minnkota Health

Minnkota Health would like to renew the lease of Suite 204 at the Townsite Centre. The lease would be for a six month term beginning April 1, 2000 and continuing through September 30, 2000. The monthly lease payment would be \$610.

Suggested Resolution: Move to approve the lease with Minnkota Health beginning April 1, 2000 and continuing through September 30, 2000.

MEMORANDUM P 00.109

TO: Dr. Larry Nybladh

FROM: Robert Lacher 

DATE: April 18, 2000

SUBJECT: Early Retirement

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

Geneva Schwab Nurses Secretary, St. Josephs/Park Christian, effective June 2,
2000.

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

RL:sh

MEMORANDUM P 00.110

TO: Dr. Larry Nybladh

FROM: Robert Lacher



DATE: April 18, 2000

SUBJECT: Family/Medical Leave

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

Jana Kasper Chemistry Teacher, Senior High, to begin on or about April 28, 2000 for the remainder of the 1999-2000 school year.

Julie Hayes Reading Recovery Teacher, Washington, to begin on or about May 22, 2000 for the remainder of the 1999-2000 school year.

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

RL:sh

MEMORANDUM P 00.108

TO: Dr. Larry Nybladh

FROM: Robert Lacher



DATE: April 18, 2000

SUBJECT: Resignations

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

Susan Bachmeier EBD/LD Teacher, Junior High, currently on leave of absence,
effective at the end of the 1999-2000 school year.

Ann Dahl Elementary Teacher, Riverside, currently on leave of absence,
effective at the end of the 1999-2000 school year.

Angelique Gunderson Elementary Teacher, Riverside, currently on leave of absence,
effective at the end of the 1999-2000 school year.

Allison Welter COTA, Wash/Prob/Riv., effective June 2, 2000.

Sandy Klemz EBD Teacher, Probstfield, effective June 2, 2000.

Diane Beaton Secretary, Townsite Centre, effective April 10, 2000.

Jeffery Possehl Custodian, Senior High, effective April 30, 2000.

Adrian Smith Custodian, Senior High, effective April 5, 2000.

Candy Thompson Paraprofessional, Probstfield, effective April 6, 2000.

Linda Nelson Paraprofessional, Thomas Edison, effective April 21, 2000.

Suggested Resolution: Move to accept the resignations as presented.

RL:sh

MEMORANDUM P 00.111

TO: Dr. Larry Nybladh

FROM: Robert Lacher 

DATE: April 18, 2000

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:

Yvonne Ralph Senior High Cook's Helper (Baker), A11 (0-3) \$9.38 per hour, 6 hours daily, effective March 24, 2000. (Replace John Deckert)

Susan Pezalla AOM Paraprofessional, Probstfield, B21 (2) \$9.83 per hour, 3 hours daily, effective immediately. (Replace C Hillstad who moved to Edison to replace J Sweeney)

Suggested Resolution: Move to approve the employment as presented.

RL:sh

MEMORANDUM P 00.112

TO: Dr. Nybladh

FROM: Robert Lacher



DATE: April 18, 2000

SUBJECT: Extended Leave of Absence

The administration requests approval for Extended Leave of Absence for the following person:

Mark Richardson School Psychologist, Robert Asp, for an extended period of up to 5 years.

Suggested Resolution: Move to approve the Extended Leave as presented.

RL:sdh

MEMO #: I-00-257



TO: Dr. Larry Nybladh

FROM: Lynne Kovash *LK*

SUBJECT: Moorhead School District Indian Education Committee Report

DATE: April 17, 2000

The Board has received the report of the Moorhead School District Indian Education Committee. The recommendations of the committee and the transmittal which is required by the state of Minnesota are attached. Bert Chamberlain, Faye Smiley-Aakre and Donna Longie will review the recommendations with the Board.

SUGGESTED RESOLUTION: Move to receive the recommendations of the Moorhead School District Indian Education committee and direct the administration to review the report with the committee and to transmit information regarding action related to the recommendations to the board.

LAK/smw
Attachments



Moorhead School District Indian Education Program

Bert Chamberlain, Indian Education Director
Donna Longie, Home School Liaison
Faye Smiley-Aakre, Resource Teacher
Bea Salverson, Indian Education Committee Chairperson

1330 N 8th Avenue
Moorhead, MN 56560
(218) 299-6249



March 31, 2000

American Indian Education Resolution Update for 99-00

History and Process Information

The following information is from a document called "American Indian Communities in Minnesota K-12 Education" on the Minnesota Office of Senate Counsel and Research web site at:

<http://www.senate.leg.state.mn.us/departments/scr/report/bands/K12.HTM>

"The Minnesota American Indian Education Act of 1988 requires that the state of Minnesota provide unique services to meet the needs of American Indian people within the state. The act also recognizes the need for American Indian teachers in the state. The legislature appropriates money for a variety of programs to benefit American Indian students and to assist more American Indian people to become teachers. The legislature appropriated about \$7.4 million for the 1997-1999 biennium for American Indian Education programs. These programs include:

American Indian Language and Culture Education - A competitive grant program offered to schools to provide services to promote positive self-image and reinforcement for American Indian students.

Support for American Indian Education - Funding for American Indian education programs for 6 school districts that have high concentrations of American Indian students.

American Indian Post-Secondary Preparation - A competitive grant program for students in grades 7-12 who are at least one-fourth American Indian. The program offers career counseling and assistance in applying for post-secondary admission.

American Indian Scholarships - Scholarships for full- and part-time college students in undergraduate and graduate education.

Indian Teacher Preparation Grants - Grants to be made jointly to a school district and a post-secondary institution to assist American Indian people in becoming teachers.

Parent Advisory Committees - Committees are established in school districts where 10 or more American Indian children are enrolled. There is no state appropriation for these committees.

Indian Adult Basic Education Program - This is a program that provides American Indian adults with basic education instruction in order to meet GED requirements.

How are the needs of American Indian students different from those of other children in the state?

The drop out rate for American Indian students is the highest in the state for any minority group. Approximately 60 percent of American Indian students drop out of school before reaching high school graduation.

Both federal and state laws have mandated that American Indian children must receive education that acknowledges the heritage and culture of the American Indian people. This requires some special programs and some additional funding from state and federal governments.

What are the sources of funding for teaching American Indian children?

Since 1924, Minnesota has assumed the responsibility for educating American Indian children residing in the state, on or off the American Indian reservations. In addition to the state programs listed above, school districts are eligible for federal money to educate American Indian children. The federal Indian Education Act of 1988 calls for grants to be made to school districts to develop programs for American Indian students. Title 9 grants were made to 64 Minnesota school districts in 1997. Most American Indian students are also eligible for federal Title 1 funding which is a program for children from low-income families.

American Indian-controlled tribal contract or grant schools are eligible to receive tribal contract school aid and early childhood family education (ECFE) aid from the state. The state determines an amount of revenue on a per pupil basis that the tribal schools shall receive and funds only the amount not covered by federal Bureau of Indian Affairs education aid. Minnesota appropriated about \$5.2 million for tribal contract school aid and ECFE for the 1997-1999 biennium.

Although no official statistics are kept by the state, individual tribal governments have played a role in contributing resources to school districts and tribal contract schools in helping to construct school facilities and educate American Indian students."

The Moorhead School District is eligible and participates in the following programs to benefit American Indian students:

State Programs:

American Indian Language and Culture Education Grant: Moorhead applied for and received this grant for the 97-98 school year. We reapplied for year 98-99 and did not receive funding. The grant process was then changed to a two year cycle. We applied and came within one evaluation point of receiving the grant funding for 99-01. We can reapply for funding for year 01-03 next year.

American Indian Post-Secondary Preparation Grant: Moorhead applied for the 99-01 funding but did not receive this grant. We can reapply for years 01-03 next year.

Parent Advisory Committees: Moorhead currently has a Parent Advisory Committee [Local Indian Education Committee (LIEC)] This is not supported in any monetary way by state or federal funding but is required by law.

Johnson O'Malley (JOM): Moorhead receives JOM funding which is used for part of the American Indian Liaison's salary, tutors, and American Indian program cultural supplies and activities.

Federal Programs:

Title 9: Moorhead applies for and receives Title 9 funding which currently covers a portion of the American Indian Liaison's salary, a portion of the American Indian Project's American Indian Resource Teacher's salary, American Indian program supplies, and tutoring.

Title I: Moorhead receives Title I funding and a portion of our American Indian students are served through these funds in programs like Reading Recovery, reading/writing/math support, and summer school programs.

Collaborative Sources:

Head Start Innovative Grant: This source funds the other portion of the American Indian Project's American Indian Resource Teacher's salary, a Head Start American Indian Liaison and American Indian Project program materials. The Moorhead School District directly benefits through the collaborative efforts of the American Indian Project. This funding source ends in June of this year and is non-renewable.

This Resolution comes about through the requirements of section 126.51 Subdivision 1 of the American Indian Education Act of 1988. **(Note**

bold/enlarged print section below.) "School boards and American Indian schools shall provide for the maximum involvement of parents and children enrolled in education programs, including language and culture education programs, programs for elementary and secondary grades, special education programs and support services. Accordingly, the school board of a school district in which there are ten or more American Indian children enrolled and each American Indian school shall establish a parent committee.....

The parent committee shall develop its recommendations in consultation with the curriculum advisory committee required by section 126.666, subdivision 2. This committee shall afford parents the necessary information and the opportunity effectively to express their views concerning all aspects of American Indian education and the educational needs of the American Indian children enrolled in the school or program. The committee shall also address the need for adult education programs for American Indian people in the community. The school board or American Indian school shall ensure that programs are planned, operated and evaluated with the involvement of and in consultation with parents of children served by the programs.

Subdivision 1a. Resolution of concurrence. Each year by December 1, the school board or American Indian school shall submit to the department of education a copy of a resolution adopted by the parent committee. The copy must be signed by the chair of the committee and must state whether the committee concurs with the educational programs for American Indian children offered by the school board or American Indian schools. If the committee does not concur with the educational programs, the reasons for nonconcurrence and recommendations shall be submitted with the resolution. By resolution, the school board shall respond, in the case of nonconcurrence, to each recommendation made by the committee and state its reasons for not implementing the recommendations."

A complete copy of the "American Indian Education Act of 1988. M.S.126.45-126.55" is attached to this Resolution document.

American Indian Education Resolution Update for 99-00

1. Staff Development

A comprehensive and on going staff development plan (including all support services staff) which addresses the unique needs of American Indian students must be implemented annually. The District Staff Development Committee needs to work with the plan. The chair of the Staff Development Committee is to report to the Indian Education Committee at least biannually on how progress is being made in this area.

Progress:

- The Indian Education staff has two people visiting the schools to inform staff about what is available to them regarding instructional support and materials.
- All the elementary schools have been introduced to the programs/resources this year except Washington which received the introduction last year.

In Process:

- Connection to internet access for the Indian Education Dept. in January has allowed E-mail to be used to deliver timely staff development info to teachers and other staff members.
- Dr. Melroe's language research presentations have been made to the American Indian Project Collaborative, the speech/language clinicians, the social workers/psychologists, CWOC Head Start staff (via video) and the Local Indian Education (parent) Committee.

Weaknesses:

- Meetings have been difficult to schedule due to unavailability of time during weekly staff meetings at individual buildings.
- The District Staff Development Committee denied the Indian Education Committee their grant request. (Gathering of American Indian resources available and listing it through the district Web site.) Funds are needed to get information to staff.

Recommendations for Concurrence:

- Introductory information needs to be presented yearly, and preferably in the fall. The information needs to be presented at all buildings to all staff, not just licensed teachers.
- The District Staff Development Committee must support Staff Development on Indian Education topics with funding, time for in-service, and materials purchase.
- The District Staff Development Director must meet with the Indian Education Committee at least biannually.
- Moorhead State University psychologist, Dr. Olivia Melroe's, research results from study of Moorhead American Indian students English Language development, requires changes in delivery of curriculum. These research results and curriculum delivery

changes need to be discussed and recommendations need to be implemented in grades K-3. Research results also need to be heard and understood by a variety of staff in the district.

- Further Web site development could be used to offer staff easier access to American Indian curricular information and materials.

2. Special Education/Alternative Programs

The Red River Alternative School program director, the Special Education director, the Indian Education director, Special Education teachers, and principals will review the process of American Indian students moving through Special Education/alternative programs on a yearly basis. The Special Education department needs to find a person to work with IEP teams to discuss the needs of each American Indian student at the initial and successive IEP meetings.

Progress:

- Several Moorhead School District staff attended a workshop on the manual "Reducing Bias in Special Education Assessment for American Indian and African American Students". The Special Education Department received a grant for further staff development to implement this manual. The Indian Education Department and American Indian parents were invited to a meeting for input on how best to use these funds.
- The Special Education Program Manager has facilitated the research presentations and discussions of implications with the speech/language and social worker/psychologist groups. She has also attended the American Indian Project Collaborative meetings.
- Special Education Assessment team staff have started to contact the Indian Education staff for cultural advocates to attend initial assessment and other IEP meetings for American Indian students. Parents have also requested that an American Indian Cultural Representative be present at meetings.

In Process:

- Four American Indian parents have expressed an interest in serving as cultural advocates for Special Education meetings. Three attended an initial advocate training presented by Elizabeth Watkins from the MN Department of Children, Families and Learning. Further training for cultural advocates has been tentatively set up.

Recommendations for Concurrence:

- The Red River Alternative School program director, the Special Education director, the Indian Education director, Special Education teacher representatives and principals need to meet yearly to review the process of American Indian students moving through Special Education/alternative programs.
- Building secretaries need to send monthly notices of scheduled IEP meetings and or changes in meeting schedules to the Indian Education office so that a cultural advocate can be assigned to attend team meetings.
- Cultural advocates need to be trained and paid an honorarium for attending Special Education meetings.

3. Collaboration between School and Community Committees/Organizations

The district will continue to work with the Healthy Community Initiative and the Moorhead Human Rights Committee and other organization or committees as needed. One purpose is to continue to encourage American Indians to be welcomed to our school and community and to assist parents to remove barriers which restrict families from participating in community activities. The school district's Human Rights Committee will report to the Indian Education Committee on their progress.

Progress:

- A program has been designed by the Indian Education Committee with the financial support of the Healthy Community Initiative to offer cultural activities at the Red River Alternative Learning Center. This program has been very successful.

In Process:

- Early Childhood Family Education has teamed up with Clay-Wilkin Opportunity Council-Head Start through the American Indian Project to offer a spring class for American Indian parents and preschool children on Positive Indian Parenting and other culturally related topics. They have also collaborated to offer Preschool screenings at the spring Pow-Wow.
- A meeting with Kindergarten teachers/Head Start staff/liaisons to discuss the transition process has been tentatively set up for March or April.
- The Moorhead State University American Indian Student Educational Services has offered to collaborate on presentations/culture club for High School students. A meeting has been scheduled to discuss possibilities.
- An informational meeting was held between the SEED chairperson and the American Indian Project Coordinator and the SEED chairperson has been working with the Special Education Program Manager on Bias reduction processes in Special Education.
- A meeting has been held to discuss Digital Divide issues in the community that included the input of the Indian Education Department. The Moorhead School District has connected with the Moorhead Police Department and the People Escaping Poverty Project to discuss digital divide issues and computer access for families.

Recommendations for Concurrence:

- The Human Rights Committee needs to meet. The Indian Education Department needs to be notified of meetings so representatives can attend.
- American Indian parents and teachers want support for the continued funding of the American Indian Project collaboration between Clay-Wilkin Opportunity Council, Inc. Head Start and Moorhead School District. This can be done through locating and writing grants and through other sources of funding to support teachers, tutors and home school liaisons for strengthening American Indian students language needs at the Head Start-Grade 3 levels.

4. Optional Curricular Activities and Extra-Curricular Activities

A yearly discussion between the activities director and other leaders in curricular areas, the Indian Education director and others as needed, will occur. The mission is to find ways to assist American Indian students to participate in school activities and to reduce barriers as needed. The Indian Education Coordinator or representative will report to the Indian Education Committee to discuss the progress of this group.

Progress:

- An American Indian Culture Club has been set up at the Red River Alternative Learning Center through the cooperative efforts of the Healthy Community Initiative funds.

In Process:

- An attempt is being made to start an American Indian Theater group.
- Cultural activities have been promoted through the "District Diversity" Calendar on the District web site and also through the Indian Education Office E-mails of notices and newsletters to District staff.
- A meeting between the Activities Director, a High School teacher, a high school counselor, the American Indian Liaison, and the Indian Education Director has been set for April.

Weaknesses:

- The current process for collecting data on the participation of minority students in activities is cumbersome.

Recommendations for Concurrence:

- Administrative support is needed to find ways to increase minority student participation in activities and to collect data on minority participation.
- The activities director, other leaders in curricular areas, and the Indian Education director need to meet yearly.

5. Curriculum Evaluation

As the School District discusses the purchase of curriculum materials in its yearly cycle, input from the Local Indian Education Committee will be needed. The purpose is to assist curriculum teams to question bias in materials and identify alternatives if needed. The Local Indian Education Committee will have a representative on the ICAC who will report to the Local Indian Education Committee on a monthly basis.

Progress:

- There has been a Local Indian Education Committee representative invited to and they have attended the district ICAC meetings.

- Teachers and Media specialists have been sent some information through E-mail on looking for American Indian bias in children's books.

In Process:

- E-mail will continue to be used to pass along information on reducing bias in curriculum, books, web sites, etc.

Recommendations for Concurrence:

- A form needs to be developed/adapted by the Human Rights Committee with input of the Indian Education Committee and other groups as needed. This form needs to be used by District staff and the North Central Review Team to screen for cultural bias/stereotyping in the curriculum selection process.
- The North Central Review team needs to report curriculum recommendations/findings to ICAC and the Indian Education Committee for review before final adoption.

6. Curriculum Integration

The district will purchase the state adopted Indian Education curriculum for each school. Workshops will be provided to assist teachers in integrating the Indian Education curriculum, so it matches up with the Graduation Standards.

Progress:

- The State Adopted American Indian History, Culture and Language Curriculum has been purchased for each school Media Center. As noted under #1 above, The Indian Education staff has two people visiting the schools to inform staff of about what is available to them regarding instructional support and materials.
- All the elementary schools have been introduced to the programs/resources this year except Washington which received the introduction last year.

In Process:

- Since E-mail access was connected to the Indian Education office in January, curricular information and services have been offered to teachers through this media. Several teachers have taken advantage of these services.

Weaknesses:

- Although a process has been started by the Indian Education staff to meet with teachers on curriculum issues is has been difficult for a variety of reasons. Time is the biggest barrier to get this project going.
- It is difficult to determine how much of the information is actually being used in the classrooms.
- The current processes do not convey to teachers the underlying reasons and importance of why these curriculum materials and cultural issues need to be addressed in their classrooms and without that information and understanding, much of the information presented will not be accessed.

Recommendations for Concurrence:

- The state adopted American Indian History, Culture and Language Curriculum and

curriculum based on the recommendations of the Moorhead State University American Indian Language research need to be implemented through workshops, staff development and other means of support for the teachers.

7. Secondary Education Issues

A counselor, classroom teacher, and secondary principal or representative will meet twice a year with the Local Indian Education Committee to discuss progress, issues, and solutions relevant to American Indian students.

Progress:

In Process:

- The Moorhead State University American Indian Student Educational Services has offered to collaborate on presentations/culture club for High School students. A meeting has been scheduled to discuss possibilities.

Recommendations for Concurrence:

- A Counselor, classroom teacher, and secondary principal or representative, and the Indian Education committee representative need to meet twice a year to discuss progress, issues, and solutions relevant to American Indian students.

8. Community Education

A yearly meeting between the Local Indian Education Committee representative and Community Education representative will be held to discuss educational needs for American Indian adults and young children and to identify solutions. The Indian Education Committee representative will report progress to the Indian Education Committee.

Progress:

- As mentioned in #3 above, ECFE has teamed up with Head Start through the American Indian Project to offer a spring class for American Indian parents and preschoolers and to offer Preschool screenings at the spring Pow-Wow.
- Also as mentioned in #3 above, a meeting was held to discuss Digital Divide issues in the community that included the input of the Indian Education Department and the Community Education Department. The Moorhead School District has connected with the Moorhead Police Department and the People Escaping Poverty Project to discuss digital divide issues and computer access for families.

In Process:

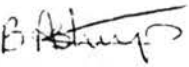
- A beginning computer class has been offered to American Indian parents through the Indian Education Department.

Recommendations for Concurrence:

- Computer access issues have been discussed but there are other issues that should be addressed. A Community Education representative and an Indian Education representative need to meet to discuss other community education needs.

MEMO # B00259

TO: Dr. Nybladh

FROM: Beth Astrup 

DATE: April 18, 2000

SUBJECT: Paper Supplies Bid

Paper bids were opened on April 3, 2000. Ten vendors submitted bids for the various products that were included in the specifications. The bids are on file in the Business Office. The following is the recommended award by vendor:

Paper 101	\$47,172.59 (2% cash discount)
Pyramid School	\$ 6,865.20
School Specialty	\$ 2,481.95
Dacotah Paper	\$ <u>871.23</u>
Total Paper Supplies	\$57,390.97

Suggested Resolution: Move to award paper bids to vendors meeting specifications as presented.

MEMO #: I-00-259



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Reading Recovery
DATE: April 17, 2000

Attached is a letter from Ohio State University indicating that our Reading Recovery site is in compliance with the Reading Recovery Standards Guidelines.

Karla Ziemer will update the board on the progress of Reading Recovery in our district.

SUGGESTED RESOLUTION: Move to accept the letter from Ohio State University indicating the requirements for Reading Recovery have been met.

LAK/smw



School of Teaching and Learning
Reading Recovery[®] Program
National Data Evaluation

1929 Kenny Road, Suite 100
Columbus, OH 43210-1015

Phone 614-292-2542
FAX 614-688-3452

Karla Ziemer
310 14th Ave S
MOORHEAD MN 56560

March 21, 2000

Dear Karla,

Reading Recovery at The Ohio State University College of Education ("Licensor") has registered the trademark and service mark "Reading Recovery" and "Reading Recovery with Graphical Design," the logo, and is the owner of all rights, title and interest in those marks. Licensor, in association with the licensed marks, has introduced, promoted, guided and administered an early literacy program originated by Marie Clay, and the registration of these marks insures that Dr. Clay's program maintains its guidelines and standards. All U.S. Reading Recovery programs which annually meet the requirements set forth in the 1998 Standards and Guidelines of the Reading Recovery Council of North America (RRCNA) are each year granted a one year royalty-free license for their program.

According to the records of the Reading Recovery Program, ("Licensee") is currently in compliance with the training and implementation criteria set forth in the 1998 Reading Recovery Council of North America (RRCNA) Standards and Guidelines, as approved by The Ohio State University. If you are no longer operating at this site, or if the site name and/or number listed in the lower right corner are incorrect, please send a corrected copy to the attention of Julie Reeves at the above address as soon as possible.

Based on Licensee's compliance with the 1998 RRCNA Standards and Guidelines, Reading Recovery at The Ohio State University grants to Licensee a license to use the licensed marks solely in the field of early literacy and solely in connection with the promotion and rendering of those educational services at Licensee's site. The license is granted for the period of October 15, 1999 through October 15, 2000, and is contingent upon Licensee's continuing compliance with the 1998 Standards and Guidelines. The license cannot be assigned, sublicensed or otherwise granted by Licensee. Licensor reserves the right to terminate the license if Licensee fails to maintain the quality standards contained in the 1998 Standards and Guidelines.

Please use the registration symbol © in conjunction with the phrase "Reading Recovery" or the logo when it appears in printed materials for the general public, including brochures, booklists, letterhead, newsletters, articles, teacher and teacher leader training materials. **Please send a copy of this letter to your Reading Recovery site coordinator and all other teacher leaders affiliated with the Moorhead site as soon as possible.**

On behalf of Reading Recovery at The Ohio State University, I would like to congratulate you for your work in the program and wish you continued success this year.

Sincerely,

Carol A. Lyons
Professor, College of Education
The Ohio State University
Reading Recovery Program

Site Name:
Moorhead

State#/Site# (1999-2000 School year):
39003

MEMO #: I-00-255



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Sabbatical Leave Request
DATE: April 11, 2000

The Sabbatical Leave Committee, at a meeting held on April 10, 2000, moved to recommend sabbatical leave for Keith Jones and Colleen McDonald Morken for the school year of 2000-2001.

Annually by contract, \$25,000 is allocated for Sabbatical Leaves for Teachers. Teachers are paid 66.7% of their regular contract. Sabbatical leave costs are calculated using the following net cost computation: The teacher's sabbatical leave salary, plus replacement teachers salary plus fringes for both, minus teachers salary and fringes if not on sabbatical.

Previous years sabbatical leave balance is carried forward.

Monies available in 2000-2001 \$43,868.32

Estimated Sabbatical Leave Cost for 2000-2001: \$42,416.03

Actual Salary	Name	Sabbatical Cost	Name	Estimated Replacement Cost & Benefit
\$50,680.00	Keith Jones	\$33,803.56	Replacement	\$33,440.41
\$26,560.00	Colleen McDonald-Morken	\$ 35,431.04	Replacement	\$15,252.75

SUGGESTED RESOLUTION: Move to approve the sabbatical leave as presented.

LAK/smw

MEMO #: S-00-155

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent

RE: First Reading of Policies

DATE: April 18, 2000

Attached please find the policies, Research Studies (LC), Boundary Exception Requests (JCA) and Music Staff (GAB), for your review.

The Policy Review Committee recommends approval of each policy.

:mdm
Attachments

POLICY OF THE SCHOOL BOARD, MOORHEAD, MN.

DISTRICT CODE: LC

DATE ADOPTED: 03/11/80

REVISED: 03/11/96

RESEARCH STUDIES

It is the intention of the School Board that all research projects carried out in the district shall be approved in advance by the Superintendent or his/her designee.

Only those studies which will have an apparent value to the school district will be approved.

Topics needing study should be kept on file by the Assistant Superintendent ~~for Instruction -~~ Teaching/Learning. Staff members and graduate students should be encouraged to submit topics for possible study.

PROCEDURES FOR IMPLEMENTATION

1. Staff members or area graduate students having topics to be researched should submit them to the Office of Superintendent.
2. The researcher will submit a Research Study Form, to the Superintendent for his/her consideration and action.
3. Prior to the granting of approval for a research project, the Superintendent or his/her designee will consult with other appropriate personnel: assistant superintendents, principals, directors, teachers, students, appropriate committees.
4. Upon approval, the researcher shall conduct the research in a professional manner and to assure the anonymity and human rights of students or staff members who are part of the study
5. The researcher shall agree to provide at least one bound copy of the completed study to the school district. No release of findings will be made until a copy is on file in the district office.

*Federal regulations now require that when human subjects are to be involved in research there must be adequate protection of their rights and welfare. Consideration shall include the following:

- 1) An explanation of procedures and their purpose
- 2) A description of any attendant discomforts or risks
- 3) A description of any reasonable benefits expected
- 4) An offer to respond to inquiries on procedures
- 5) Instruction of the right to withdraw consent and to discontinue participation at any time without prejudice to the subject.

REVISED: 1/26/91

3/11/96

POLICY OF THE SCHOOL BOARD, MOORHEAD, MN

DISTRICT CODE: JCA

DATE ADOPTED: 06/28/83

REVISED: 03/11/96

BOUNDARY EXCEPTION REQUESTS

The primary purpose of the boundary exception process is to avoid conflicts between home and school and to provide for the needs of students. These needs are best satisfied when the parent/guardian and child have positive feelings about the school setting and when home-school conflict is avoided.

The following specific considerations are pertinent:

1. A boundary exception is to be approved whenever possible under the criteria guiding that decision.
2. Processing of boundary exception requests will begin after March 1 up until August 15, in the order in which they are received. The decision for approval or disapproval may be delayed. Each request is to be evaluated on its own merit in terms of the criteria used in making the decision. ~~Any boundary exception request for a new school year should be made prior to August 15.~~
3. Students who are siblings of those who have transferred are not guaranteed that a request for transfer will be approved. Requests for siblings to transfer will be processed in the same manner as other transfer requests.

Criteria For Approval Or Denial Of Requests

A request for boundary exception should be denied only when available evidence indicates that:

1. The class load of the receiving school is in excess of class size limits as established in Administrative Policy IHB-A.
2. The reasons given have discriminatory overtones.
3. The reasons given do not indicate the change will be beneficial to the child involved.
4. The receiving principal feels that the transfer is not in the best interest of the receiving classroom involved.

The parent/guardian is asked to follow these steps in securing permission to have their children attend a school outside their normal attendance area.

STEP I Parents/guardians are to contact the principal (receiving principal) of the school in which they desire to enroll the children. That principal will discuss the matter with them.

STEP II The receiving principal will ask the parent/guardian to complete the "Boundary Exception Request" form (JCA-A). On the basis of the information given, the receiving principal and principal of the school in the area the student resides will approve or disapprove the request.

STEP III The receiving principal is to notify the parent/guardian as to the decision and forward the completed form to the Assistant Superintendent ~~for Instruction~~ - Teaching/Learning for final action.

STEP IV Requests which are denied by the receiving principal may be appealed. Such denials must be explained to the parent/guardian by the principal making the decision. The parent/guardian is then referred to the Assistant Superintendent ~~for Instruction~~ - Teaching/Learning for appeal action.

STEP V In the event the request is still denied, the parent/ guardian may, in the form of a letter, appeal to the Superintendent of Schools. ~~Appropriate~~ Final action will be taken at this level.

Once a student transfer has been approved, the student becomes the responsibility of the receiving school during that school year unless the student leaves the school or another transfer is approved. A request to return to the school in the attendance areas where the parent/guardian reside must follow the procedures and be judged on the criteria outlined above. Approval of such request is not automatic and is not guaranteed. All boundary exceptions expire at the end of the school year. Requests must be submitted for each school year. An exception may be made based on circumstances which may be considered by the Superintendent of Schools.

REVISED: 01/14/92
03/11/96

~~POLICY OF THE SCHOOL BOARD, MOORHEAD, MN~~

~~DISTRICT CODE: GAB~~

~~DATE ADOPTED: 06/27/87~~

~~REVIEWED: 12/16/96~~

MUSIC STAFF

~~Moorhead Public Schools, upon review of the Minnesota State Board of Education Rules 3500.1400 and 3500.3700 (Subparts 2 and 4, respectively) offer the following district staffing procedures:~~

~~A. In order to provide continuity of programming in the elementary schools and to provide daily preparation time for classroom teachers, music specialists shall serve each child for a minimum of 20 minutes daily or a minimum of 40 minutes on an alternate day basis. The maximum student load for elementary music shall not exceed the average maximum of 380 students per day.~~

~~B. The secondary music staff load shall comply with Minnesota State Board of Education Rule 3500.3700 with the exception that vocal music may exceed the average maximum of 180 students per day if registration and scheduling of choir requires numbers greater than those stated in the State Rule.~~

~~Reviewed/Revised: 5/12/92~~

~~12/16/96~~

MEMO #: S-00-152

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent *LPN*

RE: Approval of Policy

DATE: April 17, 2000

Attached please find the policy, Policy Governing Comparability (IHA).

Suggested Resolution: Move to approve the policy, Policy Governing Comparability (IHA) as presented.

:mdm

Attachment

POLICY OF THE SCHOOL BOARD, MOORHEAD, MN

DISTRICT CODE: IHA
DATE ADOPTED: 06/13/78
REVISED: 09/25/95

POLICY GOVERNING COMPARABILITY

School districts which accept federal funds for ~~Chapter~~ Title I programs are required under law to have a policy on file which assures comparability in accordance with the following:

- 1) Education supplies
- 2) Material expenditures
- 3) Staffing for project schools, non-project areas, and other project schools

District #152 shall assure that textbooks, materials, supplies, and staffing costs are provided for each school serving a project area on a basis that is comparable to that for non-project areas and other project schools.

Comparability as it relates to staff shall include equivalence among schools in teachers, administrators and auxiliary instructional personnel. The average number of children enrolled per instructional FTE (full-time equivalents) for each project school shall not be more than 110 percent of the average number of children enrolled per instructional FTE in other non-project areas and other project schools.

Reviewed/Revised: 2/13/90
1/6/92
9/25/95

MEMO #: S-00-153

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent *LPN*

RE: Approval of Policy

DATE: April 17, 2000

Attached please find the policy, Principals' Performance Review (GCNB).

Suggested Resolution: Move to approve the policy, Principals' Performance Review (GCNB) as presented.

:mdm

Attachment

POLICY OF THE SCHOOL BOARD, MOORHEAD, MN

DISTRICT CODE: GCNB
DATE ADOPTED: 01/09/90
REVISED: 12/11/95

PRINCIPALS' PERFORMANCE REVIEW

1. Annual Performance Review: The Superintendent will meet on an annual basis with the tenured principals and three times per year with principals on a probationary contract. The superintendent will provide each principal with a written summary of the conference. (Principals will meet with their assistants.) The principal will prepare in advance of the review:

- a. A completed self-assessment on the Principals' Performance Review instrument.
- b. ~~Providing a~~ A written summary related to progress ~~and for results~~ on the district's and building's Five Year Plan.
- c. A summary of the staff evaluation of the principal.

2. Staff: Each principal will ask his/her staff ~~for an~~ to complete a performance evaluation at least once a year. ~~There will be forms available to choose from or a principal may choose to design his/her own.~~

Reviewed/Revised: 12/11/95

MEMO #: S-00-154

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent ^{JPN}

RE: Approval of Policy

DATE: April 17, 2000

Attached please find the policy, School Attendance Governing Enrollment of Handicapped Children/Adults (JEAA).

Suggested Resolution: Move to approve the policy, School Attendance Governing Enrollment of Handicapped Children/Adults (JEAA) as presented.

:mdm
Attachment

POLICY OF THE SCHOOL BOARD, MOORHEAD, MN

DISTRICT CODE: JEAA
DATE ADOPTED: 01-11-77
REVISED: 01-08-96

SCHOOL ATTENDANCE GOVERNING ENROLLMENT
OF ~~HANDICAPPED~~ CHILDREN/ADULTS WITH DISABILITIES

It shall be the policy of Independent School District No. 152 to provide special education instruction and services, either within the district or in another district, for all ~~handicapped children/adults~~ of school age individuals who are residents of the school district and who are identified with disabilities ~~handicapped~~ as set forth in M.S. ~~420.03~~ 125A.02.

School age means from birth until September 1 after the learner with a disability becomes 22 years of age ~~the ages of birth to twenty-two years for children/adults who are handicapped as defined in M.S. 120.03~~, and shall not extend beyond secondary school or its equivalent.

~~Independent School District No. 152 defines a child/adult's date of birth for enrollment purposes as the age of the child/adult on September 1.~~

Reviewed/Revised: 12/90
1/8/96

S-mg-805
min
5-3-00

INDEPENDENT SCHOOL DISTRICT #152

Special School Board Meeting

Travelodge and Suites

3027 Frontage Road South

May 3, 2000

2 - 6 p.m.

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

ATTENDANCE:

Jim Cummings _____	Anton B. Hastad _____
Lisa Erickson _____	Carol A. Ladwig _____
Stacey Foss _____	Kristine Thompson _____
Mark Gustafson _____	Larry P. Nybladh _____

AGENDA

1. **CALL TO ORDER**

- A. Pledge of Allegiance
- B. Preview of Agenda - Dr. Larry P. Nybladh, Superintendent
- C. Approval of Meeting Agenda

Moved by _____ Seconded by _____
Comments _____

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

2. **SCHOOL BOARD EVALUATION:** Foss

School Board will conduct its self-evaluation.

3. **ADJOURNMENT**

SCHOOL BOARD AGENDA - May 3, 2000
PAGE 2

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Washington Retirement Tea	May 4	3 pm	Washington Library
School Board	May 8	7 pm	Townsite
Long Range Planning Com.	May 9	3:45 pm	Townsite
Celebration of Success Talent Showcase and Volunteer Recog.	May 11	6-8 pm	Robert Asp
District Student/Staff Assistance Com.	May 15	3:30 pm	Townsite
Probstfield Retirement Tea	May 15	3:30-5 pm	Probstfield
Education Mhd. Recog. Din.	May 16	6 pm	Concordia Centrum
Inst. and Curr. Adv. Com.	May 18	7 am	Townsite
Supt. Adv. Council	May 18	7 pm	Townsite
School Board Retirement Tea	May 22	5:30-6:30 pm	Townsite
School Board	May 22	7 pm	Townsite
Senior High Retirement Tea	May 24	3 pm	SH Library
Memorial Day	May 29		
Last Day for Students	June 1		
Last Day for K-12 Staff/ Workshops	June 2		
Graduation	June 4	2 pm	Concordia
School Board	June 12	7 pm	Townsite
School Board	June 26	7 pm	Townsite
School Board	July 10	7 pm	Townsite
School Board	July 24	7 pm	Townsite

5-19-05
min
5-8-00

INDEPENDENT SCHOOL DISTRICT #152

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

May 8, 2000
7:00 p.m.

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

ATTENDANCE:

Jim Cummings _____	Anton B. Hastad _____
Lisa Erickson _____	Carol A. Ladwig _____
Stacey Foss _____	Kristine Thompson _____
Mark Gustafson _____	Larry P. Nybladh _____

A G E N D A

1. CALL TO ORDER

- A. Pledge of Allegiance
- B. Preview of Agenda - Dr. Larry P. Nybladh, Superintendent
- C. Approval of Meeting Agenda

Moved by _____ Seconded by _____
Comments _____

- D. "We Are Proud"

*** We Are Proud of Anne Larson, Brenda Krueger and Barb Witteman who collaborated to create the Washington Elementary/Concordia College Service-Learning project for their recognition on April 11, 2000 as a finalist in the JC Penney Golden Rule Awards. Teachers from Washington and pre-service teachers from Concordia's Elementary Education Program worked collaboratively with various community agencies each semester to create Service-Learning projects that allow Washington students to learn academic and social skills while making an

SCHOOL BOARD AGENDA - May 8, 2000

PAGE 2

impact on their community. This last semester they provided friendship to four nursing homes, created dictionaries for the Lutheran Social Services Refugee program, devised a marketing plan for the American Red Cross, generated a clean water campaign for River Keepers, and sorted and packaged an enormous amount of food for the Great Plains Food Bank.

- 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. TEACHING/LEARNING MATTERS - Kovash
 - (1) Acceptance of Grants - Pages 7-10
- B. SYSTEM SUPPORT MATTERS - Astrup
- C. HUMAN RESOURCE MATTERS- Lacher
 - (1) Approval of New Employees - Page 11
 - (2) Approval of Family/Medical Leave - Page 12
 - (3) Acceptance of Resignation - Page 13
 - (4) Approval of Change in Contract - Page 14
- D. SUPERINTENDENT MATTERS - Nyblad
 - (1) Approval of April 10 and 25, 2000 Minutes - Pages 15-25
 - (2) Approval of May Claims

SCHOOL BOARD AGENDA - May 8, 2000
PAGE 3

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

Moved by _____ Seconded by _____
Comments _____

3. **COMMITTEE REPORTS**

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

(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.)

"A Window of Opportunities" - Enz/Lund/Winterfeldt-Shanks
Page 26

5. **KIDS VOTING USA/NORTH DAKOTA, INC.:** Kovash
Pages 27-29

Suggested Resolution: Be it resolved on May 8, 2000, that the School Board of District #152, Clay County, Minnesota, hereby supports participation in Kids Voting North Dakota, as set out above, including the attached Kids Voting USA "Standards for Implementation." The school district superintendent is authorized to execute an agreement with Kids Voting North Dakota, Inc. that will support this resolution.

Moved by _____ Seconded by _____
Comments _____

6. **APPROVAL OF POLICY:** Nybladh
Pages 30-31

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

Moved by _____ Seconded by _____
Comments _____

SCHOOL BOARD AGENDA - May 8, 2000

PAGE 4

7. APPROVAL OF POLICY: Nybladh

Page 32-34

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

Moved by _____ Seconded by _____

Comments _____

8. APPROVAL OF POLICY: Nybladh

Pages 35-36

Suggested Resolution: Move to delete the policy, Music Staff (GAB) as presented.

Moved by _____ Seconded by _____

Comments _____

9. RESOLUTION PLACING TENURED TEACHERS ON UNREQUESTED LEAVE OF

ABSENCE: Lacher

Pages 37-39

Suggested Resolution: Move to approve the final placement of tenured teachers on unrequested leave of absence according to M.S. 122A.40, Subd. 10 and Article 22, Section 1 and 2 of the current master agreement.

Moved by _____ Seconded by _____

Comments _____

10. GRADUATION STANDARDS TESTING: Kovash

Page 40

11. MIDWEST TALENT SEARCH: Kovash

Page 41

12. SCHOOL BOARD SELF EVALUATION: Foss

SCHOOL BOARD AGENDA - May 8, 2000
PAGE 5

13. **OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD**
14. **ADJOURNMENT**

SCHOOL BOARD AGENDA - May 8, 2000**PAGE 6****CALENDAR OF EVENTS**

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Long Range Planning Com.	May 9	3:45 pm	Townsite
Celebration of Success Talent Showcase and Volunteer Recog.	May 11	6-8 pm	Robert Asp
District Student/Staff Assistance Com.	May 15	3:30 pm	Townsite
Probstfield Retirement Tea	May 15	3:30-5 pm	Probstfield
Education Mhd. Recog. Din.	May 16	6 pm	Concordia Centrum
Inst. and Curr. Adv. Com.	May 18	7 am	Townsite
Supt. Adv. Council	May 18	7 pm	Townsite
School Board Retirement Tea	May 22	5:30-6:30 pm	Townsite
School Board	May 22	7 pm	Townsite
Senior High Retirement Tea	May 24	3 pm	SH Library
Memorial Day	May 29		
Last Day for Students	June 1		
Last Day for K-12 Staff/ Workshops	June 2		
Graduation	June 4	2 pm	Concordia
School Board	June 12	7 pm	Townsite
School Board	June 26	7 pm	Townsite
School Board	July 10	7 pm	Townsite
School Board	July 24	7 pm	Townsite

MEMO #: I-00-265



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Grant Acceptance
DATE: May 1, 2000

The district has been awarded the following equipment:

- 9 #m7493II/A Computers
- 400 MHZ/512K L2/65MB DV
- 9 Viking # MIMACDV/128 Additional Memory
- 128 MB PC100 168 Pin Dimm iMac DV Model
- 1 VST 22GB Firewall Hard Drive-Full Height
- VST Technologies # FWFH22 PC/Mac
- 3 Adobe Photoshop 5.5 PMAC-CD
- Software

Items are in the process of being purchased by the Region IV Carl D. Perkins Project at the Lakes Country Service Cooperative for a total award of \$15,006.00.

SUGGESTED RESOLUTION: Move to accept the grant as presented.

LAK/smw



APR 19 2000

Lakes Country Service Cooperative

DuWayne Balken, Executive Director
1001 East Mount Faith • Fergus Falls, MN 56537

Telephone: 218-739-3273 • Fax: 218-739-2459 • TDD 218-739-9182 • Website: www.lcsc.org

To provide and promote the development of quality services that are sensitive and responsive to customers' needs

April 18, 2000

To: Denita Clapp
Moorhead High School

From: Ed Ewanika
Carl Perkins/Tech Prep Specialist

RE: APPROVED INSTRUCTIONAL EQUIPMENT REQUEST

The following requested vocational equipment has been approved for purchase by the Region IV Carl D. Perkins project.

Item: 9- # M7493LL/A Computers 400MHz /512K L2/65MB DV 9- Viking #MIMACDV/128 Additional Memory 128 MB PC100 168 Pin Dimm iMac DV Model 1- VST 22GB Firewall Hard Drive-Full Height VST Technologies #FWFH22 PC/Mac 3- Adobe Photoshop 5.5 PMAC-CD Software.	Vendor: Lakes Country Service Cooperative 1001 East Mount Faith Fergus Falls, MN 56537
--	---

These items are in the process of being purchased by the Region IV Carl D. Perkins Project at the Lakes Country Service Cooperative for the total award of \$15006.00 and will be provided to you for the remainder of the 99-00 school year. A current user agreement form is on file at Lakes Country Service Cooperative, please note that this purchase will be governed by the same agreement. Feel free to contact me at 1-800-739-3273, if you have any questions about your award.

Congratulations on your instructional equipment acquisition. I hope that this award will significantly enhance the vocational education and programming opportunities at Moorhead High School.

cc: Larry Nybladh
Gene Boyle
Mike Siggerud

Chairperson
Duane Swenson, Barnesville

Linda Krabbenhoft, At Large
Norman Kristad, Underwood

Vice Chairperson
Mike Boen, Pelican Rapids

Vern Seal, Becker County
Kim Hasbargen, Breckenridge

Service Cooperative Board of Directors

Clerk
David Schomack, Perham

Thelma Kaste, Ashby
James Wilson, Campbell-Tintah

Treasurer
Tom Kummrow, Fergus Falls

Supt. Les Norman, Ex-officio, Morris
Supt. Jerry Nesland, Ex-officio, New York Mills

"AN EQUAL OPPORTUNITY EMPLOYER"

Serving the Counties of: Baker • Clay • Douglas • Grant • Otter Tail • Pope • Stevens • Traverse • Wilkin

MEMO #: I-00-266



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Grant Acceptance
DATE: May 1, 2000

The district has been awarded a grant in the amount of \$5,000.00 to the Partners in Learning Family Literacy Project.

SUGGESTED RESOLUTION: Move to accept the grant as presented.

LAK/smw



April 14, 2000

Attn: Bonnie Herman
Moorhead Adult Basic Education
1330 8th Avenue North
Moorhead, MN 56560

Dear Bonnie,

On behalf of the Peer Point Foundation I would like to take this opportunity to thank you for submitting your grant application and explaining further during our conference call about The Partners in Learning Family Literacy Project.

It is my pleasure to inform you that the Peer Point Foundation has decided to allocate a grant award in the amount of \$5,000.00 to The Partners In Learning Family Literacy Project. The Foundation as a whole was impressed with Moorhead's existing Adult Basic Education program and how the literacy piece in connection with an ECFE component seemed to be an effective way to support the whole family. It is our hope that the money provided will expand your transportation services to allow more families to participate in your program.

The Peer Point Foundation will be following up with you in six months in order to give us insight as to how the grant money has been used and as a general means of keeping ourselves in contact with your organization. T.J. Conley will be the Peer Point Foundation follow-up contact. He will be in touch with you.

If you have any questions please feel free to contact me at home: (651) 293-0246.

Sincerely,

A handwritten signature in cursive script that reads "Nina B. Tuttle".

Nina Tuttle
Peer Point Grant Committee Co-Chair

cc: T.J. Conley

MEMO #: P.00.121

TO: Dr. Larry Nybladh, Supt.

FROM: Robert Lachler, Asst. Supt. - Human Resources



DATE: May 3, 2000

RE: 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:

Stephanie Counts	Custodian, Senior High, A12 (3) \$9.41 per hour, 8 hours per day, effective May 1, 2000. (Replace Adrian Smith)
Kim Mattson	Confidential Secretary, Townsite, B24 (11) \$13.78 per hour, 8 hours per day, effective May 15, 2000. (Replace Diane Beaton)
Connie Jones	Technology Integrationist, Elementary Schools, MA 45 (6), \$45,060.05, effective for the 2000-01 school year.
Denita Clapp	Technology Integrationist, Secondary Schools, BA 105 (13), \$54,778.10, effective for the 2000-01 school year.
Helen Friend	Technology Integrationist, Robert Asp, MA 45 (13) \$24,873.49, effective for the 2000-01 school year.

The three technology integrationist positions will be for one year as part of the Federal Technology Grant. All employees will retain their teacher seniority and salary rights. Contract length for these one year positions is 190 days. (The salaries above include the 7 extra days.)

Suggested Resolution: Move approve the employment as presented.

RL:jg

MEMORANDUM P 00.122

TO: Dr. Larry Nybladh

FROM: Robert Lacher 

DATE: May 2, 2000

SUBJECT: Family/Medical Leave

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

Beth Astrup Ass't Supt.-Support Systems, Townsite Centre, to begin
approximately May 30, 2000 for six to eight weeks.

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

RL:sh

MEMORANDUM P 00.123

TO: Dr. Larry Nybladh

FROM: Robert Lacher *RL*

DATE: May 2, 2000

SUBJECT: Resignation

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

Amy Kloster Interpreter, Edison Elementary, effective at the end of the 1999-2000 school year.

Suggested Resolution: Move to accept the resignations as presented.

RL:sh

MEMORANDUM P 00.124

TO: Dr. Larry Nybladh

FROM: Robert Lacher 

DATE: May 2, 2000

SUBJECT: Change in Contract

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

Sharon Rein Computer Lab Secretary, Senior High A13 (3) to Fixed Assets/Technician, Senior High, B22 (3), effective May 1, 2000.
(Replace Carol Fridgen)

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

RL:sh

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 10, 2000
PAGE 1**

MEMBERS PRESENT: Jim Cummings, Lisa Erickson (7:03), Stacey Foss, Mark Gustafson, Carol A. Ladwig, Kristine Thompson, and Dr. Larry P. Nybladh.

MEMBERS ABSENT: Anton B. Hastad.

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 Nybladh recommended the agenda proceed as revised moving the Technology Literacy Grant from the Consent Agenda to Item 4.1 on the agenda.

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

WE ARE PROUD:

*** We Are Proud of six Moorhead High School students who were selected to participate in All-State Performing Groups for 1999-2000. Over 2,450 students auditioned for the seven Minnesota Music Educators Association All-State performing groups.

The Moorhead High students who were selected for this honor were:

Sarah Wangberg, 1999-2000 All-State Orchestra
Becky Gulsvig, 1999-2000 All-State Women's Choir
Joshua Clausen, 1999-2000 All-State Men's Choir
Adrienne Kreps, 1999-2000 All-State Symphonic Band
Joshua Conneran, 1999-2000 All-State Symphonic Band
Daniel Weir, 1999-2000 All-State Concert Band

All students participated in MMEA All-State Groups during camps in August. On February 19, 2000, the six students appeared again with the MMEA All-State Performing Groups at Orchestra Hall in Minneapolis during the Midwinter In-Service Clinic of the Minnesota Music Educators Association.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 10, 2000
PAGE 2

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: Del Larson, George Washington Elementary teacher, expressed concern for the need and value of maintaining a media specialist in each building.

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

Gift - Accept the \$1,500 gift of five computers from Concordia College for use by Early Childhood Family Education.

Grant - Accept the \$4,000 Program Evaluation and Continuous Improvement grant and \$138,182.09 in carryover and unobligated funds from the Improving America's School Act Consolidated application.

Early Retirement

Mary Case- Principal Secretary, Robert Asp, effective June 9, 2000.

Medical Leave

Michelle Martin - Social Teacher, Senior High, from the beginning of the school year 2000-2001 through November 3, 2000.

Minutes - Approve the March 13 and March 27, 2000 minutes as presented.

Claims - Approve the April Claims, subject to audit, in the amount of \$982,669.29.

General Fund:	\$530,319.74
Food Service:	93,782.63
Transportation:	208,043.30
Community Service:	23,557.05
Capital Expenditure	117,408.12
Townsite Centre	<u>9,558.45</u>
TOTAL	\$982,669.29

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 10, 2000
PAGE 3

Motion carried 6-0.

COMMITTEE REPORTS: A brief report was heard regarding the Alternative Education Task Force and Joint Powers Committee, Service Learning, and Sabbatical Leave Committee meetings.

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.)

Graduation Standard Assessment - Del Larson and students from Washington Elementary demonstrated and discussed the Inventor's Fair -- a Grade 4 graduation standard assessment project.

Paul Berggren and students from Moorhead High School demonstrated and discussed the History Day project -- a Grade 9 graduation standard assessment project.

TECHNOLOGY LITERACY GRANT: Lynne Kovash reviewed the goals of the grant and opportunities provided to the district. Moorhead was one of 19 school districts in the state to receive the grant.

Gustafson moved, seconded by Cummings, to approve the Technology Literacy Challenge Fund grant in the amount of \$249,299 as presented. Motion carried 6-0.

NORTH CENTRAL ASSOCIATION VISITATION COMMITTEE REPORT: Kovash reviewed the Report of the North Central Association Visitation Committee in the areas of Health/Physical Education and Science.

Ladwig moved, seconded by Erickson, to receive the Report of the North Central Association Visitation Committee in the areas of Health/Physical Education and Science and direct administration to request staff to prepare improvement plans to be reviewed by the Instruction and Curriculum Advisory Committee. Motion carried 6-0.

RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL OF THE TEACHING CONTRACT OF PROBATIONARY TEACHERS: Cummings moved, seconded by Erickson, to approve the enclosed resolution directing administration to effect termination or reduction and non-renewal of probationary teacher contracts pursuant to Minnesota Statute 122A.40, subd. 5 as follows:

Mark Hill - Senior High - ASL, .143 FTE
Mark Starkweather - Robert Asp - Title 1, 1.00 FTE
Suzanne Nelson - Washington - LD, 1.00 FTE

Motion carried 6-0.

RESOLUTION RELATING TO THE UNREQUESTED LEAVE OF ABSENCE OF TENURED TEACHERS: Cummings moved, seconded by Foss, to approve the enclosed resolution directing the administration to place the named teachers on unrequested leave of absence pursuant to Minnesota Statute 122A.40, subd. 10 and Article 22, Section 1 and 2 of the current Master Agreement between the School District and the exclusive representative as follows:

Connie Jones - Washington - Media Specialist, 1.00 FTE
Leslie Schmidt - District Wide - Elementary French, .30 FTE
Sandy Bekkerus - District Wide - School Psychologist, 1.052
Lynn Halmrast - District Wide - School Psychologist, 1.052
Deb Helleckson - District Wide - School Psychologist, 1.052
Mark Richardson - District Wide - School Psychologist, 1.052
Brian Meyer - Robert Asp - Physical Education, 1.00
Chad Anderson - Junior High - Industrial Education, 1.00
Lois Brown - Junior High - Gifted, .667
Jon Enderle - Senior High - Special Education, 1.143

Motion carried 6-0.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 10, 2000
PAGE 5

RESOLUTION RELATING TO THE OFFERING OF PART-TIME TEACHING

CONTRACTS FOR 2000-2001: Cummings moved, seconded by Gustafson, to approve that the full-time tenured teachers who were placed on unrequested leave of absence at the end of the 1999-2000 school year, as provided in the School Board resolution adopted earlier in this meeting, shall be offered part-time contracts for the 2000-2001 school year as described as follows:

	Current Contract	Reduction	Contract Offer
Sandy Bekkerus	1.052	.052	1.00
Lynn Halmrast	1.052	.052	1.00
Deb Helleckson	1.052	.052	1.00
Mark Richardson	1.052	.052	1.00
Brian Meyer	1.00	.566	.434
Chad Anderson	1.00	.856	.143
Lois Brown	.667	.167	.50
Jon Enderle	1.143	.143	1.00

Motion carried 6-0.

FORMER ST. FRANCIS CHURCH AND RECTORY LEASE: Ladwig moved, seconded by Thompson, to approve the attached lease agreement with the City of Moorhead for the former St. Francis Church and Rectory commencing May 1, 2000 through April 30, 2010.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Foss reported on receipt of the MN Teacher of the Year nomination form. Erickson noted her attendance at the upcoming MSBA Phase III Training in St. Cloud.

ADJOURNMENT: Hearing no objections, the meeting adjourned at 8:50 p.m.

Carol Ladwig, Clerk

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 25, 2000
PAGE 1

MEMBERS PRESENT: Jim Cummings, Lisa Erickson, Stacey Foss, Anton B. Hastad, Carol A. Ladwig, Kristine Thompson (7:01), and Dr. Larry P. Nybladh.

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 Nybladh recommended the agenda proceed as presented.

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 students from Moorhead who competed at the Moorhead Region Destination ImagiNation Tournament held March 11 at Moorhead High School.

Destination ImagiNation is a creative problem-solving competition. Students compete in teams to present creative solutions for problems.

Moorhead's Region Tournament is one of 10 Destination ImagiNation Region Tournaments in Minnesota. First-place winners from Moorhead's Region Tournament will represent the region at the Destination ImagiNation State Tournament on April 15, 2000 in Plymouth, Minnesota.

Moorhead teams that will represent the region at the state tournament are:

Probstfield Elementary School

Mixing Apples and Oranges (Elementary Level)

Team members: Laura Gonshorowski, Megan Wixo, Jessica Biller, Elisabeth Hanson, and Madeleine Bailey.

Coaches: Maggie Hanson and Robin Morse-Bailey

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 25, 2000
PAGE 2**

Moorhead Junior High School

Mixing Apples and Oranges (Intermediate Level)

Team members: Gabe Anderson, Christy Eickhoff, Rachel Jones, Cassie Palmer, Mallory Swanson, and Luke Wixo.

Coaches: John Jones and Stephanie Anderson

Moorhead Junior High School

Instant Pudding Improv (Intermediate Level)

Team members: Nick Sternhagen, Thelonius Gracyk, Josh Starkweather, Rachel Sternhagen, and Tatiana Gracyk.

Coaches: Jolene Beckman and Athena Gracyk

*** We Are Proud of Moorhead Red River Area Learning Center students who volunteered at the Holiday Clearing Bureau. The following students were nominated for the JC Penney Golden Rule Award for their service and attended the award ceremony are:

DeJay Jorgenson
Deanna Love
Jason Berger
Lindsey Betz
Christina Murphy

Robin Paul
Victor Guerrero
Dana Gromaski
Gina Poitra

Ron Curley
Teresa Lorsung
Annie Ingerg
Nadia Perez

Teachers Bradley Hawkins and Jaimie Snowdon assisted students with this project.

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: Cummings noted receipt of a communication from the Washington PTAC regarding a letter of support written to The Forum editor.

CONSENT AGENDA: Cummings moved, seconded by Hastad, to approve the following items on the consent Agenda:

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 25, 2000
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Position - Approve special education paraprofessional for 3 hours per day at Probstfield Elementary for the remainder of the of the 1999-2000 school year and will be paid with Part B Federal Funds.

Grant - Accept the Region IV Carl D. Perkins Project grant totaling \$7,264.52 to purchase equipment.

Leases - Approve the following Townsite Centre leases: John E. Foss Engineering (May 1, 2000 through April 30, 2003), Elementary Avenue (May 1, 2000 through April 30, 2002), Ron Odden (April 1, 2000 through March 30, 2001), and Minnkota Health (April 1, 2000 through September 30, 2000).

Early Retirement

Geneva Schwab - Nurses Secretary, St. Josephs/Park Christian, effective June 2, 2000.

Family/Medical Leave

Jana Kasper - Chemistry Teacher, Senior High, to begin on or about April 28, 2000 for the remainder of the 1999-2000 school year.

Julie Hayes - Reading Recovery Teacher, Washington, to begin on or about May 22, 2000 for the remainder of the 1999-2000 school year.

Resignations

Susan Bachmeier - EBD/LD Teacher, Junior High, currently on leave of absence, effective at the end of the 1999-2000 school year.

Ann Dahl - Elementary Teacher, Riverside, currently on leave of absence, effective at the end of the 1999-2000 school year.

Angelique Gunderson - Elementary Teacher, Riverside, currently on leave of absence, effective at the end of the 1999-2000 school year.

Allison Welter - COTA, Wash/Prob/Riv, effective June 2, 2000.

Sandy Klemz - EBD Teacher, Probstfield, effective June 2, 2000.

Diane Beaton - Secretary, Townsite Centre, effective April 10, 2000.

Jeffery Possehl - Custodian, Senior High, effective April 30, 2000.

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Adrian Smith - Custodian, Senior High, effective April 5, 2000.
Candy Thompson - Paraprofessional, Probstfield, effective April 6, 2000.
Linda Nelson - Paraprofessional, Thomas Edison, effective April 21, 2000.

New Employees

Yvonne Ralph - Senior High Cook's Helper (Baker), A11 (0-3) \$9.38 per hour, 6 hours daily, effective March 24, 2000.
Susan Pezalla - AOM Paraprofessional, Probstfield, B21 (2) \$9.83 per hour, 3 hours daily, effective immediately.

Extended Leave of Absence

Mark Richardson - School Psychologist, Robert Asp, for an extended period of up to 5 years.

Motion carried 5-0; Foss abstaining.

COMMITTEE REPORTS: Brief reports were heard regarding the Policy Review Committee, Instruction and Curriculum Advisory Committee, Youth Advisory Committee, Local Time Study Committee, Clay County Joint Powers Collaborative, Activities Council, and District Crisis Management Task Force meetings.

INDIAN EDUCATION COMMITTEE REPORT: Bert Chamberlain and Faye Smiley-Aakre reviewed the recommendations with the Board. Jaimie Snowdon, teacher at Red River Alternative Learning Center, commented on the need to recruit American Indian teachers.

Thompson moved, seconded by Hastad, to receive the recommendations of the Moorhead School District Indian Education Committee and direct administration to review the report with the committee and transmit information regarding action related to the recommendations to the Board. Motion carried 6-0.

PAPER BID AWARD: Ladwig moved, seconded by Cummings, to approve paper bids to vendors meeting specifications as presented. Motion carried 6-0.

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READING RECOVERY COMPLIANCE REPORT: Karla Ziemer updated the Board on the progress of Reading Recovery in our district.

Ladwig moved, seconded by Cummings, to accept the letter from Ohio State University indicating the requirements for Reading Recovery have been met. Motion carried 6-0.

SABBATICAL LEAVE REQUEST: Hastad moved, seconded by Erickson, to approve the sabbatical leave as presented. Motion carried 6-0.

FIRST READING OF POLICIES: The Board conducted a first reading of the following policies: Research Studies (LC), Boundary Exception Requests (JCA) and Music Staff (GAB).

APPROVAL OF POLICY: Ladwig moved, seconded by Foss, to approve the policy, Policy Governing Comparability (IHA) as presented. Motion carried 6-0.

APPROVAL OF POLICY: Cummings moved, seconded by Erickson, to approve the policy, Principals' Performance Review (GCNB) as presented. Motion carried 6-0.

APPROVAL OF POLICY: Thompson moved, seconded by Hastad, to approve the policy, School Attendance Governing Enrollment of Children/Adults with Disabilities (JEAA) as presented.

Jim Hewitt, 442 Birch Lane, expressed his support for children in need of this policy to the Board and also expressed his concern of the expense of this policy to the District.

Motion carried 6-0.

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OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Cummings commented on receipt of the F-M Chamber Leadership Program pamphlet and recommended the superintendent attend. Ladwig asked for confirmation of the date, time and place of the upcoming Board Leadership Training. Foss received a communication related to the district's participation at the MSBA 2001 Annual Conference in San Diego.

ADJOURNMENT: Hearing no objections, the meeting adjourned at 8:36 p.m.

Carol Lawig, Clerk

MEMO #: I-00-272



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: "A Window of Opportunities"
DATE: May 2, 2000

Pam Enz, Jim Lund and Lauri Winterfeldt-Shanks will share the CD presentation "A Window of Opportunities."

The presentation was originally designed for the April 12, 2000 Realtors Tour. The Realtors Tour is a collaborative project between the district, Community Education and the City of Moorhead. Copies of the presentation were given to the Realtors and additional copies will be made available to families interested in moving to the community.

Several students were involved in the production of the presentation:

Richard Vaudrin - Video
Dan Otto - Narration
Josh Clausen - Music
Jeff Knight- Cover
Ty Wangsness - Production

The following people were interviewed and clips from their interviews were used in the presentation:

Sue Knorr - George Washington Teacher
Toni Bach - Senior High Counselor
Dawn Carey - Parent
Tyler Winter - Junior High Student
Amanda Hallman - Senior High Student
Michelle Vigen - Senior High Student
Gene Boyle - Senior High Principals
Judie Lahlum - Director of Educational Programs and Planning
Lynne Kovash - Assistant Superintendent of Teaching and Learning
Dr. Larry Nybladh - Superintendent
Stacey Foss - School Board Chair

LAK/smw

KIDS VOTING USA/NORTH DAKOTA, INC.

The teachers and administrators recommend participation in Kids Voting USA/North Dakota, Inc.

Commitment by Moorhead School District:

- * That students be taught the rights, responsibilities, and process of voting using selected materials from the Kids Voting North Dakota Teacher Resource Handbook annually and before an election.
- * That all grade level (k-12) be involved in a geographic attendance area, though not necessarily all district schools.
- * That the nonpartisanship of Kids Voting North Dakota be preserved by not linking it with any issue or candidacy and by nonpartisan, unbiased teaching in the classroom.
- * That effective communication be maximized by the designation of the Kids Voting North Dakota School District Coordinator/Community Task Force Liaison and on-site building coordinators.
- * That auxiliary materials, parent information, and voter registration information be duplicated and distributed.
- * That all Kids Voting North Dakota materials received by the school district be distributed to teachers and parents as per established time lines.
- * That the school district cooperate with Kids Voting North Dakota research and the evaluation process.

Commitment by Kids Voting North Dakota, Inc.

- * To provide teacher resource handbooks, along with other materials and opportunities, at no cost to the school district.
- * To facilitate teacher orientation and in-service opportunities.
- * To be available for consultation and technical assistance.
- * To provide election/poll data for the election process.
- * To provide media and public relations support.
- * To provide results of the election and research reports.
- * To uphold the Kids Voting USA Standards for Implementation.
- * To be fully committed to school district success.

SUGGESTED RESOLUTION: Be it resolved on _____ 2000, that the School Board of District # 152, Clay County, Minnesota, hereby supports participation in Kids Voting North Dakota, as set out above, including the attached Kids Voting USA "Standards for Implementation." The school district superintendent is authorized to execute an agreement with Kids Voting North Dakota, Inc. that will support this resolution.

Signature, School Superintendent

Date

STANDARDS FOR IMPLEMENTATION

To ensure the integrity of the program, Kids Voting USA/North Dakota requires that all affiliates adhere to the following basic criteria for implementation. Kids Voting North Dakota, Inc., as the state affiliate, assures that all participating North Dakota communities adhere to the Kids Voting criteria.

- (1) Two objectives will be followed:
 - A. Educate students regarding the rights and responsibilities of voting, and stimulate critical thinking skills necessary for making informed judgments as voters.
 - B. Stimulate additional adult participation in voting.
- (2) Grades K-12 must be included.
- (3) The Kids Voting USA curriculum will be utilized as core curriculum. Additional activities may be utilized and included in the Teacher Resource Handbook, provided they are approved by Kids Voting USA. (Clarification: Kids Voting USA recognizes that teachers have the freedom to select, modify, and omit activities from the curriculum for their own classroom use.)
- (4) Students will be given the opportunity to "vote" on election day at their parents' polling site. Elementary students must be accompanied to the polls by an adult, preferably a parent or guardian; older students may vote at the polls unaccompanied by an adult. However, classes are not to be taken to the polls as a group.
- (5) High school students will vote on as many state and federal official races and ballot propositions as possible. The youngest students will vote on at least one official race and one ballot proposition. Kids Voting ballots should replicate, in content, the official election ballot, including local election races and issues.
- (6) Votes must be tabulated per candidate and issue, and students must be notified of the outcome, through the media and their schools, preferably within 24 hours.
- (7) Community involvement through volunteerism for development and implementation is mandatory. The governing boards or committees must be non-partisan in nature.
- (8) Elected officials cannot serve on policy and/or planning Kids Voting boards or committees but may serve in honorary capacities. Honorary Boards must strive for partisan balance.
- (9) The Kids Voting USA/North Dakota name and logo *must* be used on all materials, according to the Kids Voting USA Logo Guidelines.

- (10) All local projects must be prepared to participate in research following program implementation. The following data is required and must be furnished to Kids Voting North Dakota:

- A. Turnout data for precincts
- B. Interviews and/or surveys with statistically valid random samples of the following populations: students, teachers, parents, school district administrators, and volunteers. Any additional designed research must be approved by Kids Voting USA in advance.

CAUTION: KIDS VOTING USA IS A REGISTERED TRADEMARK WITH COPYRIGHT RESTRICTIONS. THE NAME AND MATERIALS ARE FOR USE SOLELY IN OFFICIAL AFFILIATE PROJECTS OF THIS NATIONAL VOTER EDUCATION/STUDENT ELECTION PROJECT.

MEMO #: S-00-162

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent *LPN*

DATE: May 2, 2000

RE: Approval of Policy

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

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

LPN:mdm
Attachment

POLICY OF THE SCHOOL BOARD, MOORHEAD, MN.

DISTRICT CODE: LC

DATE ADOPTED: 03/11/80

REVISED: 03/11/96

RESEARCH STUDIES

It is the intention of the School Board that all research projects carried out in the district shall be approved in advance by the Superintendent or his/her designee.

Only those studies which will have an apparent value to the school district will be approved.

Topics needing study should be kept on file by the Assistant Superintendent ~~for Instruction -~~ Teaching/Learning. Staff members and graduate students should be encouraged to submit topics for possible study.

PROCEDURES FOR IMPLEMENTATION

1. Staff members or area graduate students having topics to be researched should submit them to the Office of Superintendent.
2. The researcher will submit a Research Study Form, to the Superintendent for his/her consideration and action.
3. Prior to the granting of approval for a research project, the Superintendent or his/her designee will consult with other appropriate personnel: assistant superintendents, principals, directors, teachers, students, appropriate committees.
4. Upon approval, the researcher shall conduct the research in a professional manner and to assure the anonymity and human rights of students or staff members who are part of the study
5. The researcher shall agree to provide at least one bound copy of the completed study to the school district. No release of findings will be made until a copy is on file in the district office.

*Federal regulations now require that when human subjects are to be involved in research there must be adequate protection of their rights and welfare. Consideration shall include the following:

- 1) An explanation of procedures and their purpose
- 2) A description of any attendant discomforts or risks
- 3) A description of any reasonable benefits expected
- 4) An offer to respond to inquiries on procedures
- 5) Instruction of the right to withdraw consent and to discontinue participation at any time without prejudice to the subject.

REVISED: 1/26/91

3/11/96

MEMO #: S-00-163

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent *LPN*

DATE: May 2, 2000

RE: Approval of Policy

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

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

LPN:mdm
Attachment

POLICY OF THE SCHOOL BOARD, MOORHEAD, MN

DISTRICT CODE: JCA

DATE ADOPTED: 06/28/83

REVISED: 03/11/96

BOUNDARY EXCEPTION REQUESTS

The primary purpose of the boundary exception process is to avoid conflicts between home and school and to provide for the needs of students. These needs are best satisfied when the parent/guardian and child have positive feelings about the school setting and when home-school conflict is avoided.

The following specific considerations are pertinent:

1. A boundary exception is to be approved whenever possible under the criteria guiding that decision.
2. Processing of boundary exception requests will begin after March 1 up until August 15, in the order in which they are received. The decision for approval or disapproval may be delayed. Each request is to be evaluated on its own merit in terms of the criteria used in making the decision. ~~Any boundary exception request for a new school year should be made prior to August 15.~~
3. Students who are siblings of those who have transferred are not guaranteed that a request for transfer will be approved. Requests for siblings to transfer will be processed in the same manner as other transfer requests.

Criteria For Approval Or Denial Of Requests

A request for boundary exception should be denied only when available evidence indicates that:

1. The class load of the receiving school is in excess of class size limits as established in Administrative Policy IHB-A.
2. The reasons given have discriminatory overtones.
3. The reasons given do not indicate the change will be beneficial to the child involved.
4. The receiving principal feels that the transfer is not in the best interest of the receiving classroom involved.

The parent/guardian is asked to follow these steps in securing permission to have their children attend a school outside their normal attendance area.

STEP I Parents/guardians are to contact the principal (receiving principal) of the school in which they desire to enroll the children. That principal will discuss the matter with them.

STEP II The receiving principal will ask the parent/guardian to complete the "Boundary Exception Request" form (JCA-A). On the basis of the information given, the receiving principal and principal of the school in the area the student resides will approve or disapprove the request.

STEP III The receiving principal is to notify the parent/guardian as to the decision and forward the completed form to the Assistant Superintendent ~~for Instruction~~ - Teaching/Learning for final action.

STEP IV Requests which are denied by the receiving principal may be appealed. Such denials must be explained to the parent/guardian by the principal making the decision. The parent/guardian is then referred to the Assistant Superintendent ~~for Instruction~~ - Teaching/Learning for appeal action.

STEP V In the event the request is still denied, the parent/ guardian may, in the form of a letter, appeal to the Superintendent of Schools. ~~Appropriate~~ Final action will be taken at this level.

Once a student transfer has been approved, the student becomes the responsibility of the receiving school during that school year unless the student leaves the school or another transfer is approved. A request to return to the school in the attendance areas where the parent/guardian reside must follow the procedures and be judged on the criteria outlined above. Approval of such request is not automatic and is not guaranteed. All boundary exceptions expire at the end of the school year. Requests must be submitted for each school year. An exception may be made based on circumstances which may be considered by the Superintendent of Schools.

REVISED: 01/14/92
03/11/96

MEMO #: S-00-164

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent *LPN*

DATE: May 2, 2000

RE: Approval of Policy

Attached please find the policy, Music Staff (GAB). This policy has been repealed and replaced with the profile of learning standard.

Suggested Resolution: Move to delete the policy, Music Staff (GAB) as presented.

LPN:mdm
Attachment

POLICY OF THE SCHOOL BOARD, MOORHEAD, MN

DISTRICT CODE: GAB

DATE ADOPTED: 06/27/87

REVIEWED: 12/16/06

MUSIC STAFF

Moorhead Public Schools, upon review of the Minnesota State Board of Education Rules 3500.1400 and 3500.3700 (Subparts 2 and 4, respectively) offer the following district staffing procedures:

A. In order to provide continuity of programming in the elementary schools and to provide daily preparation time for classroom teachers, music specialists shall serve each child for a minimum of 20 minutes daily or a minimum of 40 minutes on an alternate day basis. The maximum student load for elementary music shall not exceed the average maximum of 380 students per day.

B. The secondary music staff load shall comply with Minnesota State Board of Education Rule 3500.3700 with the exception that vocal music may exceed the average maximum of 180 students per day if registration and scheduling of choir requires numbers greater than those stated in the State Rule.

Reviewed/Revised: 5/12/02
12/16/06

MAY 2 2000

MEMO #: P.00.119

TO: Dr. Nybladh, Supt.

FROM: Robert Lacher, Asst. Supt. - Human Resources



DATE: April 28, 2000

RE: Resolution Placing Tenured Teachers on Unrequested Leave of Absence

Consider the attached resolution placing tenured teachers listed below on unrequested leave of absence. This finalizes the statutory requirements of M.S. 122A.40.

Sandra Bekkerus
Lynn Halmrast
Deb Helleckson
Mark Richardson
Brian Meyer
Chad Anderson
Lois Brown
Jon Enderle
Connie Jones
Leslie Schmidt

Suggested Resolution: Move to approve the final placement of tenured teachers on unrequested leave of absence according to M.S. 122A.40, Subd. 10 and Article 22, Section 1 and 2 of the current master agreement.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION PLACING
(Name)
ON UNREQUESTED LEAVE OF ABSENCE

WHEREAS, the School Board of Independent School District No. 152 adopted a resolution proposing placement of _____ on unrequested leave of absence on May 8, 2000, on the grounds of _____ ; and

WHEREAS, said written notice of the proposed placement on unrequested leave was received by _____ by certified mail (or personal service) on _____, 2000, and

WHEREAS, said written notice of the proposed placement on unrequested leave contained a statement setting forth the reasons for the proposed placement as well as a statement that he (she) was entitled to a hearing before the school board provided he (she) make a request in writing within fourteen days of receipt of said notice, and that if no hearing was requested within said fourteen day period it constituted acquiescence by _____ to the school board's proposed action, and

WHEREAS, no written request of any kind was received by the school board or superintendent of schools from _____ for hearing as of May 8, 2000 and

WHEREAS, said failure to make written request for a hearing within fourteen days after receipt of notice of proposed placement on unrequested leave constitutes acquiescence by _____ to his (her) placement of unrequested leave.

BE IT HEREBY RESOLVED, by the School Board of Independent School District No. 152 that _____ be and hereby is placed on unrequested leave of absence as a teacher of Independent School District No. 152 on the grounds of discontinuance of position, lack of pupils and financial limitations, effective at the end of the 1999-2000 school year on June 30, 2000 pursuant to Minnesota Statutes, Sec. 122A.40, subd. 10 and Article 22, Section 1 and 2 of the 1999-2001 Teacher Master Agreement without pay or fringe benefits.

BE IT FURTHER RESOLVED, that a notice of placement on unrequested leave, together with a copy of this resolution be forwarded to said teacher by certified mail or personally and that an affidavit of same be placed in his/her file, together with a copy of the notice and resolution.

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

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

NOTICE OF PLACEMENT OF
UNREQUESTED LEAVE OF ABSENCE

Date

Name
Address
City, State, Zip

Dear

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 152, held on May 8, 2000, a resolution was adopted by majority roll call vote of the full membership of the School Board, placing you on unrequested leave of absence as a teacher of Independent School District No. 152 effective at the end of the 1999-2000 school year on June 30, 2000, pursuant to Minnesota Statutes, Sec. 122A.40, Subd. 10 and Article 22, Section 1 and 2 of the 1999-2001 Teacher Master Agreement without pay or fringe benefits.

Your placement on unrequested leave of absence is not the result of the implementation of an education district agreement.

A copy of the resolution duly adopted by the School Board is attached hereto for your information.

If a position becomes available in a field in which you are licensed, at any time up to 5 years after your leave is effective, you may have a right to reinstatement to that position if you have sufficient seniority and if you filed a written request for reinstatement prior to April 1 of each year while you are on leave. If you do not file such a request each year, your right to reinstatement will be automatically terminated.

Please keep the school district's personnel office advised in writing of your address at all times until your rights have expired, so that the district may notify you of any available positions for which you may qualify.

Yours very truly,

SCHOOL BOARD OF INDEPENDENT
SCHOOL DISTRICT NO. 152

By: _____
Clerk of the School Board

MEMO #: I-00-270



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Grad Standards Testing
DATE: May 2, 2000

An update will be presented to the board regarding Basic Standards testing to include the recent 8th grade testing results in Math and Reading. Information will also be presented on the results for our current 9-12th grade students.

LAK/smw

MEMO #: I-00-271



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Midwest Talent Search
DATE: May 2, 2000

Information will be presented to the board regarding the results of 7th and 8th grade students taking the SAT I and ACT tests. The Midwest Talent Search is a program sponsored by Northwestern University in Evanston, IL. High achieving students in the midwest participate in this voluntary program. This is the 6th year that Moorhead Junior High has participated in the Midwest Talent Search. Information will be provided to compare the Jr. High students with the results of other students nationwide. Thirty-one students from Moorhead Junior High participated in the testing and ranked well above the national average.

LAK/smw