



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

Copyright Notice:

This material may be protected by copyright law (U.S. Code, Title 17). Researchers are liable for any infringement. For more information, visit www.mnhs.org/copyright.

S-M 9-805
min
5-22-00

INDEPENDENT SCHOOL DISTRICT #152

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

May 22, 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 Moorhead High School's speech team for taking first place in the Section 9AA speech competition held April 7 in Little Falls, Minnesota. This is the sixth year in a row that the Moorhead team has placed first.

The top two speakers in each category advanced to the state speech tournament April 14-15 at Park-Cottage Grove High School.

SCHOOL BOARD AGENDA - May 22, 2000

PAGE 2

The following Moorhead High students placed either first or second in their categories and competed in the state competition:

Laura Dandurand and Sam Boggs, second, Dramatic Duo
Rebecca Carlson, first, Extemporaneous Reading
Kristen Toutges, first, Poetry
Peter Gulsvig, first, Humorous
Tom Reed, second, Humorous
Jesse Matson, first, Extemporaneous Speaking
Pennie Fike, second, Original Oratory
Ruth Carlson, second, Prose
Becky Gulsvig, second, Dramatic

The Moorhead High School speech team is coached by Rebecca Meyer-Larson.

*** We Are Proud of eighth graders Thelonious Gracyk and Nicholas Sternhagen who have been invited to the Midwest Talent Search Award Ceremony at Northwestern University in June to be recognized for their superior performance on the verbal section of the SAT 1. Thirty students from Moorhead Junior High participated in the 2000 Midwest Talent Search conducted by the Center for Talent Development at Northwestern University.

We Are Proud of additional students who were recognized at a local ceremony for their exceptional achievement. They are: Thelonius Gracyk for the highest combined score on the SAT; eighth-grader Zackary Kenz for the highest SAT math score; Nicholas Sternhagen for the highest SAT verbal score; and eighth-grader Steven Brown, seventh-grader Ally Carey and seventh-grader Kateri Skunes for the highest composite ACT scores.

***We Are Proud of 17 Moorhead High School students who competed in the History Day state competition at the end of April. Four students were recognized for their work, and Moorhead High school teacher Paul Berggren was awarded the Minnesota History Day Teacher Travel Scholarship to attend the national competition in Washington, D.C., this June.

SCHOOL BOARD AGENDA - May 22, 2000

PAGE 3

Barb Strnad received an honorable mention and a category award in performance, Kim Le and Moly Dowling received honorable mentions in media; and Omara Ryan received an honorable mention in exhibit.

Other History Day finalists who competed at state were:

Performance: Sarah Anderson, Samantha Bohn and Keri Cole

Media: Matt Bresee, Scott Campbell, Sarah Helgren, Jason Osvold and Jacob Valensuela

Exhibit: Jason Gould, Kevin Chamberlain, Ben Forsythe, Brent Vesta and David Cihacek

Students completed a project using performance, multimedia or an exhibit that focused on a turning point in American history.

Teachers Paul Breggren and Michelle Martin worked with students on the History Day projects. Chad Olson, student teacher, and Nate Anderson, student teacher and regional coordinator for History Day at MSU, also worked with the students.

***We Are Proud of Rachel Mjones, a fourth-grader at George Washington, who received the School Safety Patrol Hall of Fame Award on May 12 at the Minneapolis Convention Center. She is one of 10 students from the state who received this award. She received a \$100 savings bond and a gold medallion.

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

2. CONSENT AGENDA

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

SCHOOL BOARD AGENDA - May 22, 2000

PAGE 4

- A. TEACHING/LEARNING MATTERS - Kovash
 - (1) Approval of Grant Applications - Pages 10-23
 - (2) Acceptance of Gifts - Page 24
- B. SYSTEM SUPPORT MATTERS - Astrup
 - (1) Approval of Leases - Pages 25-27
- C. HUMAN RESOURCE MATTERS- Lacher
 - (1) Approval of New Employees - Page 28
 - (2) Acceptance of Resignations - Page 29-34
- D. SUPERINTENDENT MATTERS - Nybladh

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

Moved by _____ Seconded by _____
Comments _____

3. **COMMITTEE REPORTS**

- 4. **MOORHEAD STATE UNIVERSITY AND MOORHEAD HIGH TEACHER EXCHANGE:** Kovash
Page 35

Suggested Resolution: Move to approve the faculty exchange with Moorhead State University as outlined.

Moved by _____ Seconded by _____
Comments _____

SCHOOL BOARD AGENDA - May 22, 2000
PAGE 5

5. **PROBATIONARY TEACHER EVALUATION:** Lacher
Pages 36-40

Suggested Resolution: Move to approve the attached Probationary Teacher Evaluation for Improvement of Instruction as presented.

Moved by _____ Seconded by _____
Comments _____

6. **SECONDARY SUMMER SCHOOL PROGRAM:** Kovash
Pages 41-43

Suggested Resolution: Move to receive the Secondary Summer School Program information as presented and to approve the employment of summer school staff contingent upon student enrollment.

Moved by _____ Seconded by _____
Comments _____

7. **EXCEL SUMMER PROGRAM:** Kovash
Pages 44-48

Suggested Resolution: Move to approve the Summer Excel Term as described and hiring of staff contingent upon enrollment.

Moved by _____ Seconded by _____
Comments _____

SCHOOL BOARD AGENDA - May 22, 2000

PAGE 6

8. **SPECIAL EDUCATION EXTENDED SCHOOL YEAR PROGRAM:** Kovash
Pages 49-54

Suggested Resolution: Move to receive the Special Education Extended School Year Program information and to approve the employment of extended school year staff contingent upon student enrollment.

Moved by _____ Seconded by _____
Comments _____

9. **FIRST READING OF POLICIES:** Nybladh
Pages 55-65

Conduct a first reading of the following policies: Health Examination (GBE), Religion (IGAC), Crisis Management Policy (KDE), and Policy Review Committee (BCF).

10. **TOWNSITE CENTRE AND JUNIOR HIGH ROOF RESTORATION MATERIALS:**
Astrup
Pages 66-70

Suggested Resolution: Move to award bid to W.P. Hickman for roofing materials not to exceed \$151,939.25 for roof restorations at Townsite Centre and the Junior High School.

Moved by _____ Seconded by _____
Comments _____

SCHOOL BOARD AGENDA - May 22, 2000

PAGE 7

11. TOWNSITE CENTRE AND JUNIOR HIGH ROOF RESTORATION PROJECTS:

Astrup

Pages 71-74

Suggested Resolution: Move to award the Base Bid - Townsite Centre in the amount of \$75,499 to Greenberg Roofing and Sheet Metal and award the Base Bid - Junior High School in the amount of \$139,077 to Greenberg Roofing and Sheet Metal.

Moved by _____ Seconded by _____

Comments _____

12. WASHINGTON SCHOOL - FLOOR TILE/MASTIC ASBESTOS REMOVAL:

Astrup

Pages 75-76

Suggested Resolution: Move to award bid to Horsley Specialities, Inc. for the floor tile/mastic asbestos removal at Washington School in the amount of \$13,058.

Moved by _____ Seconded by _____

Comments _____

13. 1998-2003 FIVE YEAR EDUCATIONAL PLAN- 1999-00 PROGRESS REPORT:

Kovash

Page 77

Copies of the progress report will be available at the meeting.

Suggested Resolution: Move to approve the 1999-00 Progress Report and direct administration to print and disseminate the report.

Moved by _____ Seconded by _____

Comments _____

SCHOOL BOARD AGENDA - May 22, 2000

PAGE 8

14. MINNESOTA STATE HIGH SCHOOL LEAGUE MEMBERSHIP: Koyash

Pages 78-79

Suggested Resolution: Move to approve the resolution of membership into the Minnesota State High School League for 2000-2001.

Moved by _____ Seconded by _____

Comments _____

15. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

16. ADJOURNMENT

SCHOOL BOARD AGENDA - May 22, 2000**PAGE 9****CALENDAR OF EVENTS**

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
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
Detention Center/ Shelter Care	Ongoing	Ongoing	Reg. Juv. Center
Outreach	Ongoing	Ongoing	Mhd. Sports Center
ECFE	TBD	TBD	Lincoln
Kindergarten Readiness	TBD	TBD	Lincoln
Jr. High Summer School	6/6-6/28	7:30-9:55 am 10:05-12:30	MJH
Summer Band	6/7-7/2	Varies	Asp
Driver's Ed. Classes	6/7-7/18	7:30-10:30 am	MSH
Basic Standards Classes	6/12-7/20	7:30-9:40 am	MJH
	M-Thurs	9:50-12:00 pm	MJH
Migrant School	6/12-7/21	8-5 pm	Probstfield
School Board	June 12	7 pm	Townsite
Beginnings	6/12-6/29	9-11:30 am	Lincoln
	8/7-8/24		
	M-Thurs		
ESY - Spec. Ed.	6/12-7/27	7:45-12:15	Probstfield
	T, W, Thurs		Robert Asp
Excel Summer Programs	6/13-7/20	8-12	Probstfield
	T, W, Thurs		
School Board	June 26	7 pm	Townsite
School Board	July 10	7 pm	Townsite
School Board	July 24	7 pm	Townsite

MEMO #: I-00-291



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: 2000-2001 Consolidated Application for
Improving America's Schools Act
DATE: May 12, 2000

Attached is a budget summary and program information related to the District's plan for the Improving American's Schools Act (IASA) Consolidated Application. The narrative portion includes program information for Title I and budget information related to Title I, Title II (Eisenhower funds for math, science and technology) and Title VI (formerly block grant).

The funding request includes \$826,281.00 for Title I, \$30,093.00 for Title II, and \$438,101.00 for Title VI for a total of \$1,294,475.00.

SUGGESTED RESOLUTION: Move to approve the Consolidated Application for Improving America's Schools Act in the amount of \$1,294,475.00 as presented.

LAK/smw
Attachment

IASA Application Title I, II & VI

Title I

- Part -time Title I Coordinator
- Parent Involvement Activities
- Title I Teachers and Reading Recovery teachers
- Paraprofessionals (Public & Non-Public, Title I & ESL)
- Purchase of iBooks to assist with the Technology Grant
- Travel / Professional Development including the implementation of Work Sampling
- Homeless Set-aside
- Neglected or Delinquent (N & D) Set-aside

General Overview:

Moorhead's Title I program serves Washington, Edison and Riverside, Robert Asp, MJHS, RRALC and St. Joe's. Title students are selected according to Title I district selection criteria. Migrant, Homeless students are served in each of the schools. ESL students are to be served if they qualify for services.

As students are selected for services, Title I teachers / paras meet with classroom teachers to determine appropriate service models for individual students. Types of service models include extended day, direct, indirect / pullout, in-class and team teaching models. Title I funds will continue to assist the ESL program when additional staff or supplies are needed. Title I paraprofessionals are utilized by the ESL program to provide extra assistance where needed.

Title II

Title II funds used for teacher inservice will have an impact non-public, public elementary and secondary students. Additional staff development is needed for all staff to implement the Standards and how student work will be scored in comparison to exemplars of the High Standards.

There is much work and staff development to be completed. This application is a continuation of Graduation Standards staff development as detailed in our district's Implementation Manual. The initiatives will focus on the areas of Math, Science, Reading, and Technology

Title VI

Title VI funds will be used to purchase additional iBooks to be used with the District's Technology Grant.

Funds will be used to provide reading materials that are of high interest and on level with the emergent and beginning readers in the first three grade levels of the Spanish Immersion Program. The materials purchased will include popular trade books, which

	Learner Options 1500 Highway 36 West Roseville, MN 55113-4266	CONSOLIDATED APPLICATION FOR IMPROVING AMERICA'S SCHOOLS ACT	ED-00261-21
			DUE: 5/26/00

GENERAL INFORMATION AND INSTRUCTIONS: Please send the signed original and one copy to the above address by May 26, 2000. For further instructions refer to the Supplemental Instructions on Page S.I. (1).

S.Y.
2000 - 2001

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

UNIFORM DISTRICT IDENTIFICATION

District Name Moorhead Public Schools		District Number -10152	
Address 810 4th Ave. South		City Moorhead	Zip Code 56560
LEA Representative Name Lynne Kovash	Title Asst. Supt.	Telephone Number (218)-2996224	E-Mail Address lkovash@moorhead..
		FAX Number (218)-2331610	

FUNDING INFORMATION

TITLE I		TITLE II		TITLE VI		TOTALS
<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Addendum	<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Addendum	<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Addendum	
\$ 862,281.00	Total Amount Requested	\$ 30,093.00	Total Amount Requested	\$ 38101.00	Total Amount Requested	\$ 930,475.00 (Amount Requested)
Amount of Funds in Schoolwide Programs	\$ 173440	Amount of Funds in Schoolwide Programs	\$ 5520	Amount of Funds in Schoolwide Programs	\$	\$ 34,046.00 (Administration)
Reserved for Administration	\$ 32000	Reserved for Administration	\$ 2046	Reserved for Administration	\$	

LOCAL BOARD OF EDUCATION ACTION

The local Board of Education ISD #152 (district name) has Lynne Kovash (person's name) at a monthly meeting held May 22, 2000 to act as the LEA Representative in filing an application for funds as provided under Public Law 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. The following persons are authorized as contact persons for:

Title I	Patricia King	Telephone Number:	(218)-2996257	Fax Number:	(218)-2331610
Title II	Lynne Kovash	Telephone Number:	(218)-2996224	Fax Number:	(218)-2331610
Title VI	Patricia King	Telephone Number:	(218)-2996257	Fax Number:	(218)-2331610

Signature of LEA Representative

5/23/2000

Date

CHILDREN, FAMILIES & LEARNING REVIEW / APPROVAL

Area Director Signature	Area #	Date
Final Approval Signature		Date
Comments:		

GENERAL:

The program proposed herein will be administered in accordance with all applicable statutes, regulations, program plans and applications;

- the control of funds provided under each such program and title to property acquired with program funds will be in a public agency;
- the public agency will administer such funds and property to the extent required by the authorizing statutes.

The applicant will adopt and use proper methods of administering these programs including;

- the enforcement of any obligations imposed by law on agencies, institutions, organizations, and other recipients responsible for carrying out each program; and
- the correction of deficiencies in program operations that are identified through audits, monitoring or evaluation.

The applicant will cooperate in carrying out any evaluation of each such program conducted by or for the State Educational Agency, the Secretary or other Federal officials.

The applicant will use such fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for, Federal funds paid to such applicant under each such program.

The applicant will;

- make reports to the SEA and the Secretary as may be necessary to enable such agency and the Secretary to perform their duties under each such program; and
- maintain such records, provide such information and afford access to the records as the SEA or the Secretary may find necessary to carry out the SEA's or the Secretary's duties.

Equitable participation of non-public schools (if any) will be provided. The applicant will consult with officials of non-public schools in a meaningful and timely manner, provide non-public participants genuine access to equitable services and equal expenditure of funds.

Funds will be used to supplement, not supplant non-federal funds.

The applicant will comply with all applicable teacher licensure requirements.

The applicant agrees to keep such records and provide such information to the Department of Children, Families and Learning as reasonably may be required for fiscal audit and program evaluation, consistent with the responsibilities of Minnesota Children under IASA (Improving America Schools Act).

TITLE I ASSURANCES:

The local education agency (LEA) will:

- inform eligible schools and parents of schoolwide project authority;
- provide technical assistance and support to schoolwide programs;
- work in consultation with schools as they develop schoolwide programs and assist schools as they implement such programs so that each school can make adequate yearly progress toward meeting the State content standards and State student performance standards;
- fulfill such agency's school improvement responsibilities under section 1116, including taking corrective actions under section 1116(c)(4);
- coordinate and collaborate, to the extent feasible and necessary as determined by the LEA, with other agencies providing services to children, youth, and families, including health and social services; and
- take into account the experience of model programs for the educationally disadvantaged, and the findings of relevant research indicating that services may be most effective if focused on students in the earliest grades.

Title I programs described in this application;

- are conducted in attendance areas of this district having highest concentrations of low-income children;
- will be of sufficient size, scope and quality to adequately address the needs of educationally disadvantaged students in order that they achieve the state's high content and performance standards;
- will be evaluated according to the interim evaluation requirements for program improvement included in the approved state plan;
- allocate resources for coordination of the curriculum under this title with the regular instructional program and other titles under this act.
- provide maximum coordination between services provided under this title and services that address limited English proficiency, students with disabilities, migrant, homeless, neglected and delinquent students to increase program effectiveness, eliminate duplication, and reduce fragmentation of the students' programs.

S T A T E M E N T O F A S S U R A N C E S (C O N T I N U E D)

ED-00261-21

Page 3

In case of the comparability of service provisions, the district must have documents on file to verify that;

- a districtwide salary schedule has been established and implemented;
- a policy to ensure equivalence among schools in classroom teachers, administrators, and auxiliary personnel has been established and implemented; and
- a policy to ensure equivalence among schools in the provisions of curriculum materials and instructional supplies has been established and implemented.

The applicant has developed, with parents of participating students, a written parent involvement policy, in accordance with the IASA.

The application has been planned, designed in consultation with teachers and parents of participating Title I students in accordance with the IASA.

The district will have documentation on file regarding date, notification, agenda, and participation of Title I annual parent meetings as required by the IASA.

The applicant assures that schools receiving funds under this part develop school-parent compacts which address school and parent responsibilities for student success and address communication between school and parents.

The applicant, with participating schools, will develop and execute plans for building capacity of staff and parents, including parents with limited English proficiency or disabilities.

TITLE II ASSURANCES

Planning took into account the need for greater access to, and participation in, all core academic subjects, but especially in mathematics and science by students from historically under-represented groups, including females, minorities, individuals with limited English proficiency, the economically disadvantaged, and individuals with disabilities by incorporating pedagogical strategies and techniques which meet such individual needs.

Administrators, mathematics and science staff, as well as other core academic and/or Title I staff, if receiving benefits under this application, have been consulted in the development of this application.

TITLE VI ASSURANCES

Provide for systematic consultation in the design, planning and implementation of programs by parents, teachers, administrators and other groups involved in the implementation of this title as considered appropriate by the LEA.

Will comply with provisions of this title including participation of children enrolled in private/nonprofit schools in accordance with Section 6402.

A S S U R A N C E V E R I F I C A T I O N

Signature on this document provides assurance of ALL the preceding statements of assurances when submitting this application for funding consideration under IASA.

Signature

Date

MEMO #: I-00-289



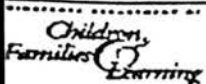
TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Grant Applications Approval
DATE: May 10, 2000

This district is requesting \$37,382.00 in Discretionary Funding as a part of the Prevention and Intervention Delinquent Programs - P.L. 103-382 as attached. Funding will be used to provide high quality education services to neglected and delinquent youth for the 2000-2001 school year.

This district is requesting \$38,949.89 in Discretionary Funding as a part of the Education for Homeless Children and Youth - P.L. 101-645 as attached. Funding will be used to further a district-wide effort to develop consistent and comprehensive educational programming for homeless children and youth across educational settings.

SUGGESTED RESOLUTION: Move to approve the grants as outlined.

LAK/smw
Attachment



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

LEARNER OPTIONS PROGRAMS
DISCRETIONARY FUNDING APPLICATION

ED-02145-06

Due: 5/5/00

GENERAL INFORMATION AND INSTRUCTIONS. Because of the Improving America's Schools Act (IASA) the following Learner Options Discretionary Funding Programs have been reauthorized. The application process has been streamlined and can be used for each grant program. The information on this application is in accordance with the following Federal programs and all applicable Minnesota statutes:

Even Start - P.L. 103-382 Part B / CFDA 84.196

Education for Homeless Children and Youth - P.L. 101-645 / CFDA 84.196

Prevention and Intervention Delinquent Programs - P.L. 103-382 Part D / CFDA 84.010

The CFDA numbers are provided for Federal audit records. Provide all requested information and return a completed application to the above address by May 5, 2000 for each discretionary program that is applied for.

PROGRAM TYPE (Check One):

- ☐ EVEN START
☐ HOMELESS
☒ DELINQUENT

APPLICATION TYPE:

- ☐ NEW ☒ CONTINUATION

IDENTIFICATION INFORMATION

Fiscal Agent:

Independent School District #152

Applicant District / Community Agency Name(s)

Moorhead Public School

District Number

152

FAX Number

(218) 233 - 1610

Name of LEA Representative

Lynne Kovash

Title

AST, Superintendent

Telephone Number

(218) 299 - 6227

FAX Number

(218) 233 - 1610

E-Mail Address

moorhead.k12.mn.us

Mailing Address

110 4th Avenue South - Townsite Center

City

Moorhead

Zip Code

56560 - 2800

Name of Program Contact Person

Debra Pender

Title

RRALC- Director

Telephone Number

(218) 299 - 6271

FAX Number

(218) 299 - 6378

E-Mail Address

moorhead.k12.mn.us

Mailing Address

1100 32nd Avenue South

City

Moorhead

Zip Code

56560 -

Name of Program Contact Person (Summer)

Debra Pender

Title

RRALC- Director

Telephone Number

(218) 299 - 6271

FAX Number

(218) 299 - 6378

APPLICATION SUMMARY INFORMATION

PROJECT DURATION FOR OBLIGATION OF FUNDS

PROGRAM DATES

2000 - 2001 PROGRAM SOURCES OF FUNDING

Beginning Date: JULY 1, 2000

First Day:

July 1,
2000

Program Funds \$ 37,382.00

Ending Date: JUNE 30, 2001

Last Day:

June 30,
2001

All Other Funding \$ In-Kind

Total 2000 - 2001 Funds . \$ 37,382.00

LOCAL BOARD OF EDUCATION ACTION

The Local Board of Education of this school district, at a meeting held on

May 22nd, 2000

authorized the

undersigned to act as the LEA Representative in filing an application for Learner Options Discretionary funds, for the Fiscal Year 2000-2001.

The LEA

representative will ensure that the school district maintains compliance with the appropriate Federal Statutes, Regulation, and State procedures currently in effect and will act as the responsible authority in all matters relating to the administration of this application. At this same meeting,

Name of person)

Debra Pender

was also approved as the Contact Person (optional).

Lynne Kovash

Signature of LEA Representative

5/5/00

Date

DO NOT WRITE IN THE SPACES BELOW

FOR MINNESOTA DEPARTMENT OF CHILDREN, FAMILIES AND LEARNING USE

Total Funds Approved

Signature

Date

Final Approval Signature

Date

Applicant District/Consortium Name

Moorhead Public School

District Type and Number

ISD 152

DIRECTIONS: Make additional copies of this page **BEFORE** entering your response if more space is needed. **DO NOT** attach other documents of any kind.

1. **PROJECT DESCRIPTION:** The Project Description should include the program requirements.

The goal of the Moorhead School District Neglected and Delinquent Grant funded Project will be to provide high quality educational services to neglected and delinquent youth by engaging them in the learning process, preparing them to meet the proficiencies of the State Graduation Standards, facilitating their transition between educational settings, supporting their achievement of a high school diploma (or equivalent) and equipping them with a solid background for meeting educational and vocational goals beyond high school. The 2000-01 Grant Project will facilitate continuation of earlier grant funded activities to carry out high quality educational programs (ie: literacy, technology, after school activities) designed to provide a seamless delivery of instruction to neglected and delinquent youth in the Moorhead District. Interventions supported by the 2000-01 Grant funded Project include:

- 1) support for full implementation of the research-based "Reading For Fame Remedial Reading Program:)Boy's Town- Nebraska) for at-risk youth in key locations in the Moorhead District;
- 2) co-funding with the West Central Regional Juvenile Center (WCRJC) Treatment Program the services of a full-time transition coordinator who will facilitate the transition of neglected and delinquent youth to further education or employment;
- 3) co-funding with the District Title One Program the services of a full-time registrar for at-risk youth;
- 4) funding and educational assistant-technician (.50) for the WCRJC; and
- 5) updating technology resources and equipment at WCRJC and RRALC.

The Moorhead School District had received a Prevention and Intervention Delinquent Grant for the past five years. The Grant funded efforts have helped to establish parallel computer-based learning labs at the WCRJC and the RRALC with complimentary software, and have spurred efforts to establish similar labs at the other Moorhead District locations (ie: Senior High School, Youth Educational Services). The labs provide a non-traditional approach to re-mediation for students who have not met the Basic Standards and a comprehensive option for youth who are working on the High Standards and/or preparing for the GED. Since establishing the labs, student academic gains, according to the Wide Range Achievement Test-Revised includes averages of .92 year increase in the area of Reading, 1.00 increase in the area of Mathematics, and .75 increase in the area of Spelling for WCRJC students placed at the facility for long-term treatment (up to six months). The computer based learning labs at the WCRJC, RRALC, and Senior High School, allow students to transition between educational sites and maintain consistency in their educational program.

The relationship between the Moorhead District and the WCRJC is unique in that a significant number of students served in the facility are residents of the Moorhead District. Many of these youth transition between the WCRJC and the RRALC, accounting for 24% of the WCRJC's total population from July 1, 1999 to April 30, 2000. Increasing numbers of Clay County youth from other districts are enrolling in the Red River Area Learning Center as well. Collaborative programs for mental health, chemical health, and other community-based services have been established in cooperation with the Area Learning Center. The establishment of the Clay County Collaborative and related programming has encouraged a trend towards increased programming in the Clay County area. These efforts have decreased out of home placements and resulted in placement of neglected and delinquent youth from other community-based services have been established in cooperation with the Area Learning Center. The establishment of the Clay County Collaborative and related programming has encouraged a trend towards increased programming in the Clay County area. These efforts have decreased out of home placements and resulted in placement of neglected and delinquent youth from other counties in the Clay County area for care and treatment. As Moorhead is the sole urban area within Clay County, many of these you are enrolled in the Moorhead School District. **These trends demonstrated the need for the continued development of alternative options for neglected and delinquent students and other at-risk which focus on high quality educational programming and related support services.**

Applicant District/Consortium Name

Moorhead Public School

District Type and Number

ISD 152

DIRECTIONS: Make additional copies of this page **BEFORE** entering your response if more space is needed. **DO NOT** attach other documents of any kind.

1. **PROJECT DESCRIPTION:** The Project Description should include the program requirements.

High Quality Educational Programming: Computer Based Programming, Literacy Initiative, Boy's Town Reading Program =

The Neglected and Delinquent Grant funded Project is research based and data driven. Minnesota Basic Standards Tests results for delinquent youth support the need for continued development of remedial approaches for in the Moorhead District. Best practices suggest that concentrated skill development is critical for students with high mobility rates. Test results released from the Department of Children, Families and Learning in April, 2000, indicate that one third of the RRALC eighth graders had passing scores (ie. Reading .28; Math .18). As of February, 2000, only one half of the RRALC students in grades nine through eleven had a passing score. The results underscore the need for and success of concentrated skill and strategy development. Factoring out the high mobility rate at the RRALC (200%), 57% of the 9th -12th grade students engaged at the RRALC - WCRJC for one semester +, who did not pass the Basic Standards Reading Test in 1999, passed the Reading Test in 2000. The computer based learning approach meets these standards by providing consistent educational programming that is not dependent on location.

The literature suggests that reading strategy and skill development should be integral part of a strong educational program for learners at-risk. Without the necessary skills and strategies reading deficiencies will continue into adult adulthood. Moorhead School District's Prevention and Intervention Delinquent Grant funded Project will also target literacy and the High Standard- Read, View, and Listen as a priority in academic and treatment components of the WCRJC and RRALC. The initiative will include direct instruction, reinforcement through the content areas, and structured opportunities for leisure reading during and beyond the school day. The Moorhead Compensatory Education Programs contributed \$10,000.00 towards the establishment of recreational libraries for delinquent youth at the WCRJC and RRALC for the 1999-00 school year. All youth in the WCRJC facility now have ready access to a wide range of interesting reading materials. Library carts with a range and variety of reading materials are available in the classroom during the school day and in the residential units during non-school hours

Many teachers in Neglected and Delinquent programs do not have a background in reading instruction. Intensive staff development is necessary to implement a full reading program for secondary learners. The 99-00 Grant funded Project enabled teachers to participate in 32 hours of training with the Boy's Town Research and Development Center to implement the Boy's Town Research and Development Center to implement the Boy's Town "Reading for Fame" remedial program. The current Project will provide the required consultation and follow up for full implementation of the reading program. Staff will also be involved in a semester course offered by the Manager for Literacy that was postponed during the 99-00 school year. The Boy's Town "Reading for Fame" remedial program was selected for the Project because of demonstrated results with at-risk youth in a variety of academic settings. The adoption of "Reading for Fame" is supported by the District Manager for Literacy because of the continuum of instruction. The program identifies an accurate diagnostic picture as the key ingredient for accelerating student growth in reading, with the second ingredient being a clear focus on the components most critical for growth at each stage of reading development. The program includes some curriculum based measures which provide procedures for assessing a student's on-going performance with the course content, including: (1) Foundations of Reading; (2) Adventures in Reading; (3) Mastery of Meaning; and (4) Exploration, with on-going assessment and instruction. Longitudinal results of the "Reading for Fame" Program demonstrates an average of one or more years growth for one semester of instruction, improvement on measures of oral reading, spelling and vocabulary, and increased enjoyment of reading. Results have been replicated in a variety of regular and special education settings, and match the needs of the Project's target population. Results for the first Moorhead learners engaged in the Reading For Fame Program will be available in November, 2000. Informal feedback from students and teachers engaged in the program is very positive. Because of the need for remedial work and the potential gains for students, the RRALC will require participation for all learners who do not demonstrate proficiency at a ninth grade reading level.

Applicant District/Consortium Name

Moorhead Public School

District Type and Number

ISD 152

DIRECTIONS: Make additional copies of this page **BEFORE** entering your response if more space is needed. **DO NOT** attach other documents of any kind.

1. **PROJECT DESCRIPTION:** The Project Description should include the program requirements.

Transition...Transition Coordinator, Registrar, Technology

The current Project will also support the activities of a Transitional Coordinator who will facilitate the transition of neglected and delinquent youth from the WCRJC to further educational services and/or employment. This position was added July, 1999, and 26 youth involved in the long-term treatment program from the thirteen county area have received services. The Clay County Children's Mental Health Collaborative have prioritized the need for expanded transition services for other youth served by the WCRJC. This need will be addressed with Local Collaborative Time Study funding in the coming year.

Transitional services provided by the Grant funded Project will also be expanded with the addition of a paraprofessional-registrar for students at the WCRJC and RRALC. The registrar will maintain complete and accurate student accounting records for the students, including updating and maintaining accurate lists of those students who need to take the Basic Standards Tests in Reading, Math, and Writing; maintaining lists of students exemptions, accommodations and modifications; obtaining and maintaining records of grades, test results, graduation standards, and attendance for student files; assisting with the evaluation of transcripts of incoming students and preview/organize graduation standards year and progress; and coordinating the preparation and transmittal of transcripts and other official documents relating to the student.

Technology...

In addition, the Grant funded Project will provide the services of a paraprofessional-technician at the WCRJC. The para-tech will maintain the condition of the equipment, assist in teaching staff to incorporate computer based learning across the curriculum (ie: PLATO and other educational software, use and development of internet materials, multimedia, etc.) and develop staff competencies related to technology as needed.

Last, the Grant funded Project will assist in updating the computer based PLATO work stations and funding an annual site license for the Minnesota Career Info System (WCRJC, RRALC). Computer based learning serves as one of the basic frameworks for the academic component of the Program and helps facilitate the processes needed in order for students to attain the High Standards. The rationale for the computer-based learning includes the following:

- 1) to offer students an opportunity to progress at their own pace and concentrate on those areas which need individual attention;
- 2) to help the students develop skills in a positive and non-threatening environment sensitive to their individual needs;
- 3) to motivate the students in transition to learn;
- 4) to allow the students to increase skill mastery; and
- 5) to provide the teachers with a resource that will assist in meeting a wide range of needs and program objectives.

Drop Out Prevention Activities...

The Neglected and Delinquent Grant funded Project has been a catalyst to expand and improve the delivery of educational and transition services to neglected and delinquent youth in the Moorhead District. A continual learner plan will be developed for each at-risk learner at the WCRJC and RRALC. The continual learner plan will address academic development, personal, social development, vocational development, community involvement, and parent involvement. The plan will incorporate objectives to facilitate high quality education programs to prepare youth for secondary school completion, training, and employment for further education (ie: literacy, technology); activities to facilitate the transition of Delinquent youth from the WCRJC to further education or employment (ie: Transition Coordinator, Paraprofessional- Registrar); and participation in dropout prevention activities in local schools for youth at risk of dropping out of school and returning from correctional facilities (ie: partnership with the RRALC, etc.).

Applicant District/Consortium Name

District Type and Number

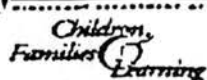
Moorhead Public School

ISD 152

DIRECTIONS: Make additional copies of this page **BEFORE** entering your response if more space is needed. **DO NOT** attach other documents of any kind.

1. **PROJECT DESCRIPTION:** The Project Description should include the program requirements.

The current Project is consistent with the Moorhead District's mission: "To develop the maximum potential of every learner to thrive in a changing world." The development of alternative program options for youth at-risk is prioritized in the Moorhead School District's five year plan- 1999-2003. The Red River Area Learning Center will continue to work with the Healthy Community Initiative, Guard Our Youth Program, Moorhead Parks and Recreation, Indian Education Program, Cultural Diversity Center, Learn and Serve, Community Education, and other youth organizations and service providers to expand and develop after school activities and collaborative support services for at-risk youth in the Fargo-Moorhead area. The Neglected and Delinquent Grant funded Project has contributed to the successful expansion of opportunities for delinquent youth, and all youth at-risk, in the Moorhead School District and the broader community. The Project will continue to provide a positive focus to effectively serve delinquent youth at the WCRJC and to set best practices for other sites which serve at-risk youth in the Moorhead District.



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

LEARNER OPTIONS PROGRAMS
DISCRETIONARY FUNDING APPLICATION

ED-02145-06

Due: 5/5/00

GENERAL INFORMATION AND INSTRUCTIONS. Because of the Improving America's Schools Act (IASA) the following Learner Options Discretionary Funding Programs have been reauthorized. The application process has been streamlined and can be used for each grant program. The information on this application is in accordance with the following Federal programs and all applicable Minnesota statutes:

- Even Start - P.L. 103-382 Part B / CFDA 84.196
- Education for Homeless Children and Youth - P.L. 101-645 / CFDA 84.196
- Prevention and Intervention Delinquent Programs - P.L. 103-382 Part D / CFDA 84.010

The CFDA numbers are provided for Federal audit records. Provide all requested information and return a completed application to the above address by May 5, 2000 for each discretionary program that is applied for.

PROGRAM TYPE (Check One):

- ☐ EVEN START
☒ HOMELESS
☐ DELINQUENT

APPLICATION TYPE:

- ☐ NEW ☒ CONTINUATION

IDENTIFICATION INFORMATION

Fiscal Agent:

Independent School District #152

Applicant District / Community Agency Name(s)

Moorhead Public School

District Number

152

FAX Number

(218) 233 - 1610

Name of LEA Representative

Lynne Kovash

Title

AST. Superintendent

Telephone Number

(218) 299 - 6227

FAX Number

(218) 233 - 1610

E-Mail Address

moorhead.k12.mn.us

Mailing Address

810 4th Avenue South - Townsite Center

City

Moorhead

Zip Code

56560 - 2800

Name of Program Contact Person

Debra Pender

Title

RRALC- Director

Telephone Number

(218) 299 - 6271

FAX Number

(218) 299 - 6378

E-Mail Address

moorhead.k12.mn.us

Mailing Address

1100 32nd Avenue South

City

Moorhead

Zip Code

56560 -

Name of Program Contact Person (Summer)

Debra Pender

Title

RRALC- Director

Telephone Number

(218) 299 - 6271

FAX Number

(218) 299 - 6378

APPLICATION SUMMARY INFORMATION

PROJECT DURATION FOR OBLIGATION OF FUNDS

PROGRAM DATES

2000 - 2001 PROGRAM SOURCES OF FUNDING

Beginning Date: JULY 1, 2000

Ending Date: JUNE 30, 2001

First Day:

July 1,
2000

Last Day:

June 30,
2001

Program Funds \$ 30,949.89

All Other Funding \$ 8000.00

Total 2000 - 2001 Funds . \$ 38,949.89

LOCAL BOARD OF EDUCATION ACTION

The Local Board of Education of this school district, at a meeting held on (date)

May 22, 2000

authorized the

undersigned to act as the LEA Representative in filing an application for Learner Options Discretionary funds, for the Fiscal Year 2000- 2001. The LEA

Representative will ensure that the school district maintains compliance with the appropriate Federal Statutes, Regulation, and State procedures currently in effect and will act as the responsible authority in all matters relating to the administration of this application. At this same meeting,

(Name of person)

Debra Pender

was also approved as the Contact Person (optional).



Signature of LEA Representative

5/5/2000

Date

DO NOT WRITE IN THE SPACES BELOW

FOR MINNESOTA DEPARTMENT OF CHILDREN, FAMILIES AND LEARNING USE

Total Funds Approved

Signature

Date

Final Approval Signature

Date

Applicant District/Consortium Name
Moorhead Public School

District Type and Number
ISD 152

DIRECTIONS: Make additional copies of this page **BEFORE** entering your response if more space is needed. **DO NOT** attach other documents of any kind.

1. **PROJECT DESCRIPTION:** The Project Description should include the program requirements.

The Education for Homeless Children and Youth Project Grant, for which Moorhead School District is applying, will assist in providing services to homeless children and their families. The Project will fund a school social worker (.25), and co-fund a full-time homeless liaison, to assist homeless children and youth with school enrollment, attendance and achievement academic success. The Project will join other agencies and resources in identifying children and families experiencing homelessness and in coordinating wrap around processes in an effort to reduce educational barriers. The Project will link with other district and community initiatives to promote an awareness of homeless children and youth and their needs among the Fargo-Moorhead constituency. As a significant number of homeless youth are enrolled at the Red River Area Learning Center, staff will be housed at the site. The Project will help to support the services of a registrar for students transitioning between the RRALC and other locations, by providing follow up and tracking services for students who experience multiple moves and placements. The Project will also work with the RRALC and Compensatory Education programs to provide after school and summer programming to homeless children and youth in area shelters and other key locations.

Specific services to be provided by the Project include the following:

- 1) prompt evaluations of the strengths and needs of homeless students, including eligibility for programs and services;
- 2) referral services for medical, dental, and mental health services;
- 3) assistance with transportation costs and arrangements;
- 4) referrals to early childhood programs as appropriate;
- 5) collaboration with the Area Learning Center to provide homeless students with extended day, year round programming to address academic development, recreation, personal-social development, etc., throughout the calendar year;
- 6) assistance with costs and arrangements to access education records and related documents;
- 7) counseling, social work and psychological services, including violence counseling and referrals for such services;
- 8) referral services to community based programs and services (ie: temporary shelter, mental health triage for homeless children, economic assistance, recreational programs, etc.) to address the needs of homeless children and youth;
- 9) development and supervision of school and community projects that broaden community awareness of the personal and educational needs of homeless children and youth;
- 10) purchasing of supplies for non-school facilities to provide services to homeless children and youth;
- 11) provision of school supplies distributed for students at the shelter, or at temporary housing facilities;
- 12) coordination to ensure that all homeless students are identified to participate in Statewide testing; and
- 13) follow up with homeless students as they transition to other school districts and communities when possible.

LEARNER OPTIONS DISCRETIONARY FUNDING APPLICATION
- PROJECT DESCRIPTION -

Applicant District/Consortium Name

Moorhead Public School

District Type and Number

ISD 152

DIRECTIONS: Make additional copies of this page **BEFORE** entering your response if more space is needed. **DO NOT** attach other documents of any kind.

1. **PROJECT DESCRIPTION:** The Project Description should include the program requirements.

The Moorhead School District has provided services to over 750 homeless students and their families through the Education for Homeless Children and Youth Project Grant since 1995. The Project has been a critical resource for homeless learners and their families. Many families have experienced multiple episodes of homelessness, and have received services intermittently throughout the Project. The Project is a critical component of support resources for homeless students and families in the Moorhead School District and in the Fargo-Moorhead community.

Support for at-risk learners and related programming are designated priorities in the Moorhead School District's Five Year Plan, 1998-2003. The Education for Homeless Children and Youth Project Grant, for which the Moorhead School District is applying, will continue a District-wide effort to develop consistent and comprehensive educational programming for homeless children and youth across educational settings. Enfranchisement of homeless learners is consistent with the District's mission of "developing the maximum potential of every learner to thrive in a changing world". The Project activities help to ensure that students who are homeless in the Moorhead Schools have the same opportunity to attain the challenging State performance standards as other students. The Project will continue to assist homeless students to become lifelong learners, believe in themselves and learn how to learn, set goals for themselves and monitor their own success.

The Project promotes and addresses the needs of homeless children and youth and strives to increase protective factors as it addresses barriers that impact their educational progress. The School Social Worker and the Project's School Liaison Worker, provided by the Project, will link with other service providers to provide wrap around processes to reduce educational barriers (ie: YWCA Shelter, Youthworks, Churches United Shelter, School Building CARE Teams, School Support Staff, etc.). The team will work with homeless students and their families to engage students in the learning process, prepare them for meeting the proficiencies of the State performance standards, ensure that they participate in Statewide testing and provide them with a solid background for meeting vocational and educational goals beyond high school.

MEMO #: I-00-281



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Gift Acceptance
DATE: May 9, 2000

The Senior High has received \$1000.00 from the Moorhead Spud Boosters for the purchase of a swimming/diving record board. They also received \$671.00 from Moorhead Spud Boosters for the purchase of golf bags for the golf program.

George Washington received \$629.00 donation from Iretta Smith to purchase supplemental teaching supplies for Washington School.

SUGGESTED RESOLUTION: Move to accept the gifts as presented.

LAK/smw

MEMO # B00264

TO: Dr. Nybladh

FROM: Beth Astrup *B Astrup*

DATE: May 16, 2000

SUBJECT: Voyager Lease - Moorhead Church of Christ

The Moorhead Church of Christ would like to renew their lease of "The Convent" located on the Voyager Property. The lease would be for a one year term beginning June 1, 2000, and continuing through May 31, 2001. The annual lease payment would be \$10,200.

Suggested Resolution: Move to approve the lease with the Moorhead Church of Christ beginning June 1, 2000, and continuing through May 31, 2001.

MEMO # B00264

TO: Dr. Nybladh

FROM: Beth Astrup *B. Astrup*

DATE: May 16, 2000

SUBJECT: Voyager Lease - Children's Garden Preschool

Children's Garden Preschool would like to renew their lease of rooms 101, 101A, 101B, 105, and 107(gym) at Voyager School. The lease would be for a one year term beginning June 1, 2000, and continuing through May 31, 2001. The annual lease payment would be \$11,400.

Suggested Resolution: Move to approve the lease with Children's Garden Preschool beginning June 1, 2000, and continuing through May 31, 2001.

MEMO # B00263
TO: Dr. Nybladh
FROM: Beth Astrup *B. Astrup*
DATE: May 16, 2000
SUBJECT: Townsite Lease - Migrant Legal Services

Migrant Legal Services have made a request to lease Suite 201 at the Townsite Centre. The lease would be for ten weeks beginning May 26, 2000 and continuing through August 4, 2000. The lease payment would be \$500.

Suggested Resolution: Move to approve the lease with Migrant Legal Services beginning May 26, 2000 and continuing through August 4, 2000.

MEMORANDUM

P 00.131

TO: Dr. Larry Nybladh

FROM: Robert Lacher 

DATE: May 15, 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:

Michelle Highman German Teacher, Moorhead Senior/Junior High, BA (0)
\$20,333.82, FTE .786, effective for the 2000-2001 school
year. (Replace Kristin Weiss)

Helga Jones First Grade Immersion Teacher, Probstfield Elementary, MA (5)
\$36,360.00, effective for the 2000-2001 school year.

Steven Novacek Custodian, Senior High, Bas (3) \$9.41 per hour, 8 hours daily,
effective May 15, 2000. (Replace Wayne Block)

Suggested Resolution: Move to approve the employments as presented.

RL:sh

MEMORANDUM

P 00.132

TO: Dr. Larry Nybladh

FROM: Robert Lacher



DATE: May 15, 2000

SUBJECT: Resignations

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

Pat King	Program Manager, Townsite Centre, effective June 30, 2000.
Jason Otto	Math Teacher, Senior High, effective June 2, 2000.
Robert Beaton	Custodian, Probstfield Elementary, effective May 11, 2000.
Wayne Block	Custodian, Senior High, effective May 12, 2000.
Ann Kallod	ECSE Paraprofessional, Probstfield Elementary, effective May 27, 2000.

Suggested Resolution: Move to accept the resignations as presented.

RL:sh

MEMO #: P.00.129

TO: Dr. Nybladh, Supt.

FROM: Robert Lacher, Asst Supt. - Human Resources



DATE: May 11, 2000

RE: Jana Christian, Paraprofessional, Moorhead Sr. High

Jana started with the school district in 1997 at Moorhead Jr. High. Last year Jana transferred to the Sr. High.

Based on documented performance Jana was terminated February 22, 1999 upon the on the recommendation of her immediate supervisor and support from Mr. Boyle and myself.

On April 28, 2000 the union, MSEA, filed a grievance claiming she was wrongfully discharged. The relief that was sought was for Jana Christian's termination to be reversed and that she be placed on medical leave of absence as of February 17, 2000 with the ability to use her remaining sick leave (17 days).

After review of the file by our attorney, Mr. Jim Knutson, and discussions with Mr. Greg Gardner, Field Representative for MSEA, we have agreed to the following resolution of the grievance:

1. Jana resign her position as of May 9, 2000
2. Both Jana and MSEA would agree to sign the settlement agreement
3. Jana will sign a release of claims

Both documents were signed on May 9, 2000.

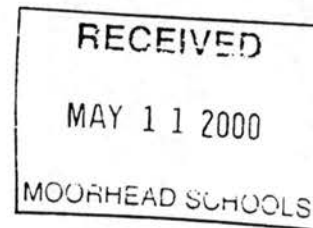
In order to finalize the settlement the Board needs to approve the Agreement attached.

Suggested Resolution: In consideration of Mrs. Christian's resignation and a signed release of claims, the MSEA and Independent School District #152 agree to settle the grievance regarding this issue by approving the attached document and direct the Superintendent to sign the agreement.

RL:jg

Attached: Resignation
Release of Claims
Agreement

cc: Mr. Jim Knutson
Mr. Boyle



Independent School District
No. 152
Moorhead, Minnesota

This is to notify the Moorhead School District #152 that I am resigning my position as paraprofessional at the Moorhead Senior High School, as of May 9th., 2000.

Jana M. Christian
Paraprofessional
Moorhead Senior High

A handwritten signature in cursive script that reads "Jana M. Christian".

RELEASE OF CLAIMS

Definitions. I intend all words used in this Release to have their plain meanings in ordinary English. Technical legal words are not needed to describe what I mean. Specific terms I use in this Release have the following meanings:

- A. I, me and my include both me and anyone who has or obtains any legal rights or claims through me.
- B. School District, as used herein, shall at all times mean Independent School District No. 152, Moorhead, Minnesota, its successors and assigns, and the present or former officers, administrators, employees and agents of any of them, whether in their individual or official capacities, the School Board, and current and former members of the School Board, and the current and former trustees and administrators of any pension or other benefit plan applicable to the employees or former employees of the School District, in their official and individual capacities.
- C. My Claims mean all of the rights I now have to any relief of any kind from the School District whether or not I now know about those rights, arising out of my employment with the School District, and my termination of employment, including, but not limited to, claims for violation of the Minnesota Human Rights Act, the Age Discrimination in Employment Act, or other federal, state or local civil rights laws based on age or other protected class status; breach of contract; fraud or misrepresentation; defamation; intentional or negligent infliction of emotional distress; breach of the covenant of good faith and fair dealing; promissory estoppel; negligence or other breach of duty; wrongful termination of employment; retaliation; harassment; breach of public policy; failure to pay wages or benefits; and any other claims for unlawful employment practices, whether legal or equitable, or pursuant to any grievance procedure, or any other federal law or state statute. However, this Release shall not affect any claims which could be made for unemployment compensation, or to claims regarding an alleged breach of the Agreement to which this Release is a part.

Agreement to Release My Claims. I am receiving an amount of money paid by the School District. In exchange for these payments, I agree to give up all My Claims against the School District. I will not bring any lawsuits, file any charges, complaints, grievances or notices, or make any other demands against the School District based on My Claims, and I will not be entitled to any additional money or benefits from the School District for any reason. The money I am receiving is a full and fair payment for the release of all My Claims. I acknowledge that the School District does not owe me anything, directly or indirectly, in addition to what I will be receiving in accordance with the Settlement Agreement.

Additional Agreements and Understandings. I understand that I may rescind (that is, cancel) this Release and the Agreement to which it is attached within seven (7) calendar days of signing it to institute federal claims under the Age Discrimination in Employment Act and within fifteen (15) calendar days of signing it to institute state claims under the Minnesota Human Rights Act. To be effective, my rescission must be in writing and delivered to the School Board of the School District in care of the Superintendent of Schools, Dr. Larry Nybladh, Independent School District No. 152, 810 - 4th Avenue South, Moorhead, Minnesota 56560, either by hand or by mail, within the relevant rescission period. If sent by mail, the rescission must be:

1. Postmarked within the 7-day or 15-day period;
2. Properly addressed to the Superintendent of the School District, Dr. Larry Nybladh; and
3. Sent by certified mail, return receipt requested.

I have read this Release and the Settlement Agreement to which it is attached carefully and understand all its terms. I have had an opportunity to discuss this Release and the Settlement Agreement to which it is attached with my own attorney or agent and have fully negotiated this Release and the Settlement Agreement with the School District. In agreeing to sign this Release and the Settlement Agreement to which it is attached, I have not relied on any statements or explanations made by the School District, its representatives or attorney.

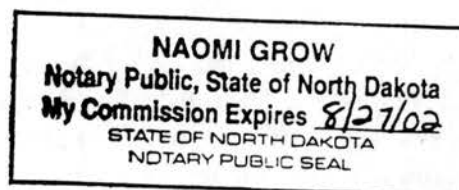
I understand that I have been given an opportunity to consider this Release of Claims and the Settlement Agreement to which it is attached for twenty-one (21) days. My signature to this Release and the Settlement Agreement to which it is attached prior to the expiration of the twenty-one (21) day period constitutes my waiver of my right to consider this Release of Claims and the Settlement Agreement for twenty-one (21) days prior to signing it.

I understand and agree that this Release and the Settlement Agreement to which it is attached and the School District hospital and medical insurance plans in which I am a participant contain all the agreements between the School District and me. We have no other oral or written agreements.

By: Jana M. Christian
Jana Christian

Subscribed and sworn to before me
this 9 day of May, 2000.

Naomi Grow
Notary Public



AGREEMENT

IT IS HEREBY AGREED by and between the Minnesota School Employees Association (hereinafter referred to as "MSEA"), the exclusive representative of the appropriate unit of which Jana Christian (hereinafter referred to as "Christian") for collective bargaining and grievance purposes, and Independent School District No. 152, Moorhead, Minnesota (hereinafter referred to as "District") as follows:

1. That Christian was terminated by the District on February 22, 2000 as an employee of the District.
2. That the MSEA, on behalf of Christian, filed a grievance requesting that the termination be dissolved and that Christian be reinstated as an employee of the District.
3. That Christian will be paid her seventeen (17) days, namely 110.5 hours, of unused sick leave in the amount of \$ 1086.21.
4. That the MSEA will withdraw and dismiss its grievance on behalf of Christian with prejudice.

IN WITNESS WHEREOF, the parties have hereunto set their hands as follows :

MINNESOTA SCHOOL EMPLOYEES
ASSOCIATION

By: [Signature]
Its Field Representative

Dated this 9 day of May, 2000

INDEPENDENT SCHOOL DISTRICT
NO. 152, MOORHEAD, MINNESOTA

By: _____
Its Superintendent of Schools

Dated this _____ day of _____, 2000

GRIEVANT

[Signature]
Jana Christian

Dated this 9 day of May, 2000



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Teacher Exchange - Moorhead High and MSU
DATE: May 9, 2000

The administration has made arrangements for a teacher exchange with Moorhead State University for the 2000-2001 school year. Charlene Schwert will teach pre-calculus at Moorhead State University and Dennis Rhoads will teach calculus at Moorhead High School. The calculus course will be the same course taught at the college and will use the same textbook and syllabus. The calculus class will run five days per week at the high school rather than the four days per week on the MSU campus.

SUGGESTED RESOLUTION: Move to approve the faculty exchange with Moorhead State University as outlined above.

LAK/smw

MEMO #: P.00.130

TO: Dr. Nybladh, Supt.

FROM: Robert Lacher, Asst. Supt. - Human Resources



DATE: May 15, 2000

RE: Probationary Teacher Evaluation to Comply with M.S. 122A.40

Attached please find the form for the Probationary Teacher Evaluation for Improvement of Instruction. The form provides the opportunity for a probationary teacher to be evaluated in five different areas three times each year for the three year probationary period.

Suggested Resolution: Move to approved the attached Probationary Teacher Evaluation for Improvement of Instruction as presented.

INDEPENDENT SCHOOL DISTRICT #152
MOORHEAD, MINNESOTA

PROBATIONARY TEACHER EVALUATION FOR IMPROVEMENT OF INSTRUCTION

NAME: _____

POSITION: _____

This evaluation should be completed by the probationary teacher and administrator individually by the twelfth and twenty-fourth weeks of the school year and no later than May 1, of each year during the three years of probationary employment. THE TEACHER AND ADMINISTRATOR MAY RATE THE INDIVIDUAL ITEMS ON THE FOLLOWING SCALE:

1	2	3	4	5
unsatisfactory		adequate		superior

AND/OR WRITE COMMENTS FOR EACH SECTION IN THE SPACE PROVIDED. The Conference summary form should be completed at least once per year, and a copy sent to the Personnel Office. Supervisors, department heads, coordinators, and peers may be applicable in every situation and may revised as needed.

DATE: 200__ - 200__ 200__ - 200__ 200__ - 200__

--	--	--	--

PLANNING & ORGANIZATION:

101 - Makes short- and long-range plans

--	--	--	--

102 - Plans appropriate sequence of skills

--	--	--	--

103 - Plans for individual difference

--	--	--	--

104 - Encourages student leadership and participation in decision making

--	--	--	--

105 - Adjusts physical environment to accommodate variety in learning situations

--	--	--	--

106 - Cooperates with others in planning activities

--	--	--	--

107 - **Manages** time efficiently

--	--	--	--

108 - Keeps accurate records

--	--	--	--

Comments:

UTILIZING RESOURCES:

401 - Uses a variety of community resources effectively

--	--	--

402 - Uses the services of specialists available in the selection and utilization of resources

--	--	--

403 - Uses equipment and materials efficiently

--	--	--

Comments:

INSTRUCTIONAL TECHNIQUES:

501 - Encourages students to think through multilevel questioning

--	--	--

502 - Uses a variety of teaching techniques

--	--	--

503 - Uses a variety of instructional materials

--	--	--

504 - Varies opportunity for creative expression

--	--	--

505 - Conducts meaningful class discussion

--	--	--

506 - Uses appropriate evaluative techniques to measure student progress

--	--	--

507 - Assists students to evaluate their own growth and development

--	--	--

508 - Enables students to share in carrying out classroom activities

--	--	--

509 - Communicates clearly with students individually and/or in groups

--	--	--

510 - Creates an atmosphere of mutual respect between students and teacher

--	--	--

511 - Enables students to learn how to work independently and in groups

--	--	--

512 - Uses feedback information skillfully

--	--	--

--	--	--

--	--	--

Comments:

PROFESSIONAL GROWTH & RESPONSIBILITIES:

601 - Participates in the development and implementation of school policies and procedures

--	--	--

--	--	--

--	--	--

602 - Maintains good rapport with colleagues

--	--	--

--	--	--

--	--	--

603 - Keeps up to date in areas of specialization

--	--	--

--	--	--

--	--	--

604 - Takes advantage of inservice education opportunities

--	--	--

--	--	--

--	--	--

605 - Participates in school and system wide committees

--	--	--

--	--	--

--	--	--

606 - Assists in out-of-class activities, including student management

--	--	--

--	--	--

--	--	--

607 - Shares ideas, materials and methods with colleagues

--	--	--

--	--	--

--	--	--

608 - Interprets school programs to parents and to the community as opportunities occur

--	--	--

--	--	--

--	--	--

609 - Can laugh at own mistakes and minor difficulties

--	--	--

--	--	--

--	--	--

610 - Is aware of needs at various stages of student development and adjusts teaching to meet those needs

--	--	--

--	--	--

--	--	--

611 - Has a good command of the written and spoken language

--	--	--

--	--	--

--	--	--

612 - Has a reasonable degree of self-confidence

--	--	--

--	--	--

--	--	--

Comments:

RELATIONSHIP WITH PARENTS:

701 - Invites parents to assist with school activities

--	--	--

702 - Encourages parents to visit the classes of the students

--	--	--

703 - Stresses a positive approach in parent relations

--	--	--

704 - Maintains confidentiality

--	--	--

Comments:

KNOWLEDGE OF SUBJECT MATTER:

Comments:

Supv. Initial 200__ - 200__ 200__ - 200__ 200__ - 200__

I have received a copy of the evaluation and reviewed it with my supervisor.

Teacher _____

	Yes	No	
Year 1: Continue Tenure Track			_____ Supervisor's Signature
Year 2: Continue Tenure Track			_____ Supervisor's Signature
Year 3: Recommend for Tenure			_____ Supervisor's Signature

MEMO #: I-00-285



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Moorhead Junior High - Summer School
DATE: May 10, 2000

Attached is the 2000 Secondary Summer School general information, program budget and staffing information. Also included is a calendar with MJHS Summer School and Basic Standards classes with Reading, Math and Writing test dates. Pat King will direct these programs with funding from the General Fund.

SUGGESTED RESOLUTION: Move to receive the Secondary Summer School program information as presented and to approve the employment of summer school staff contingent upon student enrollment.

LAK/smw
Attachments

MJHS Summer 2000

MJHS Summer

- Teachers will work 5 hours per day, total of 90 hours (includes 5 hrs of prep)
- Courses will run 5 days a week, June 6-30, see attached calendar
- English 9 will be held at RRALC
- ESL will be held at RRALC
- EBD/LD will be funded by Special Education
- Paraprofessional may work more than allotted hours
- Counselor may need to work more than allotted hours

Basic Standards

- Teachers will work 4.5 hours per day, total of 94.5 hours (includes 4.5 hrs of prep)
- Courses will run 4 days a week, see attached calendar
- The counselor is the designated school site coordinator
- Assigned teachers will administer BST

Secondary Summer School 2000

<u>Core Area</u>	<u>Room</u>	<u>Teacher</u>	<u>Salary</u>	<u>Fringe</u>
Counselor (25	Office Complex	Janel Simonson	\$794.25	
Earth Science	210	Doyle Dotson	\$2859.30	
Life Science	222	Jason Miller	\$2859.30	
English 7	219	Wayne Ingersoll	\$2859.30	
English 8	109	Rebecca Larson	\$2859.30	
Math 7	Library	Tom Trautman	\$2859.30	
Math 8	Library	Ken Welken	\$2859.30	
Geography	216	Beth Thorpe	\$2859.30	
History	114	Sandy Argent	\$2859.30	
Media (.40 time)	Library	Kathy Cole	\$1270.80	
Grad. Std.	118	Karen Krebsbach	\$3002.26	
Grad. Std. Math	175	Dan Dahlvang	\$3002.26	
Grad. Std.	119	Jim McFarlane	\$3002.26	
Para	Library	Mike Benson	\$998.00	
Secretary	Office Complex	Kim Pladson	\$1058.00	
Interpreters/additional staff for testing			\$500.00	
Supplies			\$500.00	
			\$37002.25	\$42922.60
EBD/LD	130	Ruth Christianson	\$2859.30	Sped Reimb

SS = MJHS Summer School

BS =Basic Standards Summer

June

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 Staff Work Day 4.5 hrs All Staff	6 SS = 5 hrs BS = No Class	7 SS = 5 hrs BS = No Class	8 SS = 5 hrs BS = No Class	9 SS = 5 hrs BS = No Class	10
11	12 SS = 5 hrs BS = 4.5 hrs	13 SS = 5 hrs BS = 4.5 hrs	14 SS = 5 hrs BS = 4.5 hrs	15 SS = 5 hrs BS = 4.5 hrs	16 SS = 5 hrs BS = No Class	17
18	19 SS = 5 hrs BS = 4.5 hrs	20 SS = 5 hrs BS = 4.5 hrs	21 SS = 5 hrs BS = 4.5 hrs	22 SS = 5 hrs BS = 4.5 hrs	23 SS = 5 hrs BS = No Class	24
25	26 SS = 5 hrs BS = 4.5 hrs	27 SS = 5 hrs BS = 4.5 hrs	28 SS = 5 hrs (Last Day) BS = 4.5 hrs	29 BS = 4.5 hrs	30 BS = No Class	

July

SS = MJHS Summer School BS =Grad Standards

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 No Class	4 No Class	5 No Class	6 No Class	7 No Class	8
9	10 BS = 4.5 hrs	11 BS = 4.5 hrs	12 BS = 4.5 hrs	13 BS = 4.5 hrs	14 No Class	15
16	17 BS = 4.5 hrs	18 Reading Test 9:00am	19 Math Test 9:00am	20 Writing Test 9:00am	21	22
23	24	25	26	27	28	29
30	31					

MEMO #: I-00-284



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Excel Summer Program
DATE: May 10, 2000

Attached is the K-6 2000 Excel Summer Term program description, budgetary information and staff teaching assignments which will be made contingent on enrollment numbers. The two sessions will operate within an 18 day summer school structure and be directed by Pat King and Deb Pender. All curriculum has been aligned with the Minnesota Graduation Standards; **Read, Listen, and View** and **Mathematical Applications**, for students at the primary and intermediate level. This program will be funded through Title 1 and Targeted Services funding generated by student enrollment.

SUGGESTED RESOLUTION: Move to approve the Summer Excel Term as described and hiring of teaching staff contingent upon enrollment.

LAK/smw
Attachments

EXCEL Summer 2000 Budget

Program Expenses

<u>Staff</u>	<u>Count</u>	<u>Expense</u>
Teachers	17	\$43747.29 (\$31.77*4.5hrs day*18 days)
Fringe		\$8399.48
Para/Liaison	5	\$6000.00
Fringe		\$864.00
Materials		\$448.00
Total cost		\$59458.77

Revenue

Alternative Ed.	\$24184.00 Targeted Services
Title I	\$35274.77 Carry-over dollars
Total	\$59460.77

<u>First Name</u>	<u>Last Name</u>	<u>Grade Level</u>	<u>Course Name</u>
Diana	Johnson	0-1	Summer Reading Camp (E. Gillett)
Erin	Gillett	0-1	Summer Reading Camp (D. Johnson)
Nancy	Oster	0-3	Fun with Words: Rdg & Wtg. Tech.
Sally	Doran	0-3	Fun with Words: Rdg & Wtg. Tech.
Romney	Anderson	2	Third Grade, Here I Come
Paul	Larson	2-3	Mystery Literature Circles
Chad	Durand	2-3	Mystery Literature Circles (PLarson)
Stacy Jo	Swanson	2-4	Poetry Safari: An Adven. in Poetry,
Allyson	Boe	3	Busy Math & Reading (JLordeman)
Toni	Lordeman	3	Busy Math & Reading (ABoe)
Tiffany	Erickson	4-5	The Century for Young People
Sarah	Pawlowski	4-5	The Century for Young People
Tamie	York	4-5	Let's get Creative with Reading &
Michelle	Sailer	4-6	Mathematical Jungle
Ton	Moe	4-6	Science & Math: Backyard Science
Theryl	Keenan	5-6	Exploring Biographies

EXCEL 2000

A K-6 Summer Adventure

The Moorhead School District is offering summer classes for K-6 students identified through Title I/AOM or Targeted Services who would benefit from extended learning opportunities.

Select from one of the two sessions:
June 13-29, 2000 or July 5-20, 2000

Classes will be held from 8 a.m. to 12 p.m.
on Tuesdays, Wednesdays and Thursdays.

Please complete the registration page in this packet and return it to your child's school no later than **April 12**. Class sizes are limited. Registrations **will not** be taken over the phone.

Classes, grade levels and teachers are listed below.
Class descriptions are included on the following pages.

Primary (K-3) Classes

Summer Reading Camp (K-1)
Erin Gillett and Diana Johnson

Fun with Words (K-3)
Sally Doran and Nancy Oster

Third Grade, Here I Come (2)
Romney Anderson

Mystery Literature Circles (2-3)
Chad Durand and Paul Larson

Busy Math & Reading (3)
Allyson Boe and Joni Lordeman

Poetry Safari (2-4)
Stacy Jo Swanson

Intermediate (4-6) Classes

Let's Get Creative with Reading & Math (4-5)
Jamie York

The Century for Young People (4-5)
Tiffany Erickson and Sarah Pawlowski

Mathematical Jungle (4-6)
Michelle Sailer

Science & Math: Backyard Science (4-6)
Jon Moe

Exploring Biographies (5-6)
Cheryl Keenan

What is a Winner? (6)
William Franklin

Summer Reading Camp Kindergarten-Grade 1

Erin Gillett and Diana Johnson

Summer Reading Camp is a fun, action-packed summer reading program designed for kindergartners and first-graders to further develop and continue to strengthen their reading skills and strategies. Camping related activities will help motivate students to continue reading throughout the summer. Students will be able to apply reading skills and strategies, describe events in stories, and make predications and draw conclusions.

Fun with Words: Reading & Writing with Technology Kindergarten-Grade 3

Sally Doran and Nancy Oster

This class focuses on the renewal of language, reading and writing skills. The class will use computer-based multi-media instruction, which will provide opportunities for students to improve reading and writing skills in an interactive technology based environment. Daily oral language will be used to encourage listening and speaking skills. Calendar and daily news will be presented daily in whole group and used to increase social emotional skills and awareness. Reading skills time will be part of the daily curriculum.



Third Grade, Here I Come Grade 2

Romney Anderson

This course will provide remedial and enrichment activities to prepare second-graders for third grade. Help will be provided to build, maintain and extend the skills learned in second grade in the areas of reading/ language arts, math, technology, science and social studies.

Mystery Literature Circles Grades 2-3

Chad Durand and Paul Larson

Students will read mystery literature, complete a journal based on the book, and discuss the stories they read. Great detectives such as Cam Jansen and Nate the Great will be explored. Art, science and writing will also be incorporated. Students will be able to choose literature based on their reading levels and preference.



Busy Math & Reading Grade 3

Allyson Boe and Joni Lordeman



This course will be a reteaching of reading fluency and math concepts with computation in an environment that is active and musical. Students will experience success academically when working with whole body movement and music.

Poetry Safari: An Adventure in Poetry, Creative Writing & the Writing Process Grades 2-4

Stacy Jo Swanson

This course will set the stage for an adventure in poetry and creative writing using the writing process. This exciting journey into the world of poetry will expose students to 10 different poetic ideas. Students will use their Poetry Safari Map to help them keep track of all the poems they have written on their travels. Students will also explore other forms and styles of creative writing along the way. Students will write their way through "Brain Drain" to "Final Fame" and learn how to become an independent writer.

Let's Get Creative with Reading & Math

Grades 4-5

Jamie York

Students will learn strategies for selecting reading material at the appropriate level of difficulty and reading strategies to improve their comprehension. They will learn how to identify the various elements of a story, sequence events and understand the meaning of unknown words and phrases through context. Students will learn to create webs and story maps using the Inspiration program and will produce a picture book by writing a story and creating illustrations to go along with the text. Students will develop problem-solving abilities and computation skills through the use of Everyday Math Curriculum.

The Century for Young People

Grades 4-5

Sarah Pawlowski and Tiffany Erickson

Students will travel through the 20th century using *The Century for Young People* by Peter Jennings and Todd Brewster. Each day students will explore historical events that had an impact on American culture over the past 100 years. Topics will include architecture in the early 1900s, Charles Lindbergh and the growth of aviation, advancements in the entertainment industry and more.

Students will use Hyperstudio to illustrate highlights from each decade.



Mathematical Jungle

Grades 4-6

Michelle Sailer

Students will learn the skills to survive the mathematical jungle they live in. Basic skills in math will help them develop a blueprint for their own treehouse, decorate and furnish the inside on a budget, and create a scale model of their creation. As an added bonus they will learn mathematical skills to help them survive outside the jungle too.

Science & Math: Backyard Science

Grades 4-6

Jon Moe

This interdisciplinary course consists of students' interests in our environment and how it survives. The standards will be embedded in the course. Students will also be involved with a series of service-learning projects such as cleaning an area park, removing weeds, and some possible Riverkeepers tasks. Students will research nature native to this area, read a variety of genre based on our environment, learn to appreciate our environment through models and experiments, record journal observations, and take information and apply it to problem-solving tasks.

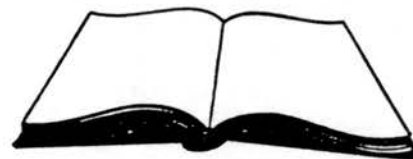


Exploring Biographies

Grades 5-6

Cheryl Keenan

Students will explore biographies of famous people. Then the students will write a biography of their own.



"What is a Winner?"

Grade 6

William Franklin

Students will read biographies about successful people, write reports, essays, or other types of writings about successful people. The students will determine their own definition of success and come up with a plan to achieve it.

MEMO #: I-00-286



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Special Education Extended School Year Program
DATE: May 10, 2000

Attached is the 2000 Special Education Extended School Year Program and budgetary information as well as a list of teaching staff to be employed. The various programs will be located at Robert Asp Elementary School, Probstfield Elementary School, Moorhead Junior High School, Moorhead Senior High School, Clay County Outreach Day Treatment Center, Red River Alternative Learning Center, and the West Central Juvenile Center.

This program was approved as part of the district's Annual Operational Plan.

SUGGESTED RESOLUTION: Move to receive the special education Extended School Year Program information and to approve the Employment of extended school year staff contingent upon student enrollment.

LAK/smw
Attachment

**Extended School Year 2000
Program Budget and Staff Information**

Extended School Year for the 2000 summer will run from 7:45 am to 12:15 pm, Tuesday, Wednesday, and Thursday, June 12 to July 27, a total of 20 days; Detention Center/Shelter Care will run from 8:30 am to 12:00 pm, Monday through Friday, June 5 to August 18, a total of 54 days; and Outreach Center will run from 8:00 am to 12:00 pm, Monday through Thursday, June 12 to August 17, a total of 32 days, with the weeks of July 3-7 and July 31 to August 4 off.

There will be 50 teachers employed with a total salary of \$139,565.61, plus benefits of \$17,601.69. The total hours for teachers is 4,393 @ \$31.77/per hour.

There will be employed 51, four and three-quarter hour paraprofessionals. There are 2, four hour paraprofessionals at Outreach Center and 3, three and one-half hour paraprofessionals at Detention Center/Shelter Care. Paraprofessionals are paid at their contract rate or the district subrate if not employed as a paraprofessionals is \$57,739.05, plus benefits of \$7,320.55.

The secretary's hour are from 7:30 am to 12:30 pm, Tuesday, Wednesday, and Thursday, June 13 to July 27. Total hours are 300 with a total salary of \$999.00, plus benefits of \$128.17.

ESY instructional materials budget is \$1,930.00.

Total Program Budget \$231,491.06.

ESY Teachers

Aafedt, Betsy
Balken, Sonja
Biller, Amy
Dahlberg, Michael
Dubord, Pat (.5)
Feir, Carol
Johnson, Dale
Kapitan, Jim (.5)
Larson, Marilyn
Meyer, Rachel
Nylander, Laura (Outreach)
Peterson, Staci
Schierer, Sarah
Stone, Sara
Suppes, Jill
Vigen, Nancy
Wolford, Becky

Anderson, Kevin
Bartholomay, Deb
Brandt, Camille
Dahlberg, Shannon
Edgerton, Kyle (S. Care)
Fisher, Heidi (.5)
Johnson, Marti
Kimball, Guy
Mathew, Sandy (Detention)
Molstre, Joanne (Outreach)
Olson, Catherine
Planders, MariBeth
Schindler, Kay
Stroh, Nichole
Svercl, Mona
Vorachek, Victoria
Zwach, Sandra (.5)

Anderson, Krystal(.5)
Bierdeman, Betty
Buyse, Lowell
Drechsel, Ron
Ewert, Kari
Holtz, Jane
Jones, Linda
Kopecek, Kirsten
Melander, Kim (Detention)
Morse, Sue (Detention)
Olson, Janet
Ressler, Tammy
Stevenson, Valerie
Sullivan, Patricia
Tunheim, GayeLynn
Wallace, Judy

ESY Secretary

Andel, Cynthia

ESY Paraprofessionals

Adkins, Edna
Backman, Lynda
Bjorklund, Janna
Danderand, Sally (Detention)
Duval, Kathryn
Erbes, Alyson (COTA)
Fisher, Maureen
Garcia, Robert
Harstad, Carla
Hernandez, Gloria
Johnson, Robin
Krupich, Tamara
Lien, Joann
Nelson, Valerie
Oprand, Karen
Peterson, Becky
Port, Brenda
Sayler, Kathy
Sellent, Carol
Tillet, Megan (Detention)
Whiteford, Gena

Anderson, Connie
Becker, Deborah
Branden, Tracey
Decker, Robert
Elker, Karen
Escobedo, Juanita
Gallatin, Carol
Grinde, Jeanette
Hausauer, Wendy
Hickman, Alyssa
Klinkhammer, Janet
Larson, Bernie (S. Care)
Melander, Shirley (Outreach)
Offutt, Jeff
Painter, JoAnn
Peterson, Lynn
Roe, Sandra
Schaefer, Cynthia
Skaurud, Tracie
Van Dusen, Darcy

Anderson, Sara
Becker, Jennifer
Breeding, Kimberly
Dockter, Lonnie
Emmel, Peggy
Fingarson, Sherry
Gangl, Mark
Gruenhagen, Jason
Heath, Paula
Holden, Deb
Kolle, Donna
Lattimore, Sue
Morgan, Richard
Olson, Kathryn
Parker, Char
Peterson, Shirley
Rowekamp, Kristi
Schmidt, Lisa
Thrash, Louie
Wavra, Patrice

Clare Garberg is a Healthcare Nurse for a Fargo student and her entire salary and fringe benefits get billed back to the Fargo Public School District after ESY is complete.

The staff for the summer session at the Red River Alternative Learning Center are as following:

Teaching Staff

Babolian, Pat
Hawkins, Brad
Melander, Kim
Snowden, Jaimie

Broberg, Mary
Kensok, Laura
Morse, Sue
Zander, Katherine

Cihlar, Mary
LeQuire, Donna
Scheet, Linda

Paraprofessionals

Babolian, Amy
Danderand, Sally
Moore, Aracely

Ball, Juan
Holland, Norma (Security)
Morse, Delores

Busby, Kempa
Lara, Vic (Security)
Pearson, Cheri

The teachers will be paid the ESY wage of \$31.77/per hour and the paraprofessionals will be paid their contracted rate. The hours will depend upon the number of student enrollment for summer programs, which at this time they are unable to get an accurate count as students are still enrolling from other schools within the district. The ratio for the Junior High level is one teacher and one para per 12 students. The ratio for the Senior High level is one teacher with one para as needed per 12 students.

	A	B	C	D
1	Summer School Budget 1999-2000 (June-August 00)			
2				
3	Program Expenses			
4				
5	Staff	Count	Expenses	
6	Teachers	42	\$113,418.90	
7	TRA	0.05	\$5,670.95	
8	FICA	0.0765	\$8,676.55	
9	Paras	51	\$50,463.40	
10	PERA	0.05	\$2,523.17	
11	FICA	0.0765	\$3,860.45	
12	Materials		\$1,180.00	
13	Secretary	1	\$999.00	
14	PERA	0.0518	\$51.75	
15	FICA	0.0765	\$76.42	
16				
17	Total Cost		\$186,920.58	\$186,920.58
18				
19	Detention Center			
20	Teachers	3	\$12,009.06	
21	TRA	0.05	\$600.45	
22	FICA	0.0765	\$918.69	
23	Paras	2	\$3,318.84	
24	PERA	0.0518	\$171.92	
25	FICA	0.0765	\$253.89	
26	Materials		\$300.00	
27				
28	Total Cost		\$17,572.85	\$17,572.85
29				
30	Shelter Care			
31	Teachers	2	\$6,004.53	
32	TRA	0.05	\$235.47	
33	FICA	0.0765	\$459.35	
34	Paras	1	\$1,914.57	
35	PERA	0.0518	\$99.17	
36	FICA	0.0765	\$146.46	
37	Materials		\$150.00	
38				
39	Total Cost		\$9,009.56	\$9,099.56
40				
41	Outreach			
42	Teachers	2	\$8,133.12	
43	TRA	0.05	\$406.66	
44	FICA	0.0765	\$622.18	
45	Paras	2	\$2,069.24	
46	PERA	0.0518	\$107.19	
47	FICA	0.0765	\$158.30	

	A	B	C	D
48	Materials		\$300.00	
49				
50	Total Cost		\$11,796.68	\$17,796.68
51				
52	Total ESY			\$231,389.67

MEMO #: S-00-167

TO: School Board

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

RE: First Reading of Policies

DATE: May 17, 2000

Please find attached policies, Health Examination (GBE), Religion (IGAC), Crisis Management Policy (KDE), and Policy Review Committee (BCF), for your review.

The Policy Review Committee recommends approval of each policy.

mdm

Attachments

POLICY OF THE SCHOOL BOARD, MOORHEAD, MN

DISTRICT CODE: GBE

DATE ADOPTED:

REVISED: 09/25/95

HEALTH EXAMINATION

The purpose of this policy is to identify and reserve to the School Board its managerial right to require physical examinations of its employees. In this regard, the superintendent/designee, with the consent of the employee, may require an employee to undergo a physical examination in order to obtain additional medical information for the following purposes:

1. Assessing the employee's continuing ability to perform the job;
2. For employee health insurance eligibility;
3. As mandated by state, local or federal law;
4. Assessing the need to reasonably accommodate an employee;
5. Obtaining information to determine eligibility for the second injury fund under Chapter 176 relating to Workers' Compensation;
6. Pursuant to Minn. Stat. Sections 181.950-181.957, relating to drug and alcohol testing in the workplace;
7. Related and consistent with business necessity, not otherwise prohibited by law or inconsistent with the Americans with Disabilities Act.

The superintendent/designee may require the employee to undergo a physical examination as follows:

1. An employee who has been offered employment conditioned upon the employee meeting the physical and mental requirements of the job in accordance with Minn. Stat. Section 363.02, Subd. 1(9)(i).
2. To limit receipt of benefits payable under the fringe benefit plan for disabilities to that period of time which a licensed physician reasonably determines a person is unable to work.
3. To provide special safety considerations for pregnant women involved in tasks which are potentially hazardous to the health of the unborn child as determined by medical criteria.

4. Pursuant to Minn. Stat. Section 176.155 of the Workers Compensation Act.

5. Pursuant to the Family Medical Leave Act, 29 U.S.C. 2601, et seq.

Any information, including reports or findings arising from a physical examination pursuant to this policy will be collected and maintained on separate forms, in separate medical files and treated as a confidential medical record, except that supervisors and managers may be informed regarding necessary restrictions on the work or duties of the employee and reasonable accommodations. First aid safety personnel may be informed, when appropriate, if the disability might require emergency treatment. Government officials investigating compliance with the Americans with Disabilities Act will be provided relevant information upon request. Information may be released for purposes mandated by local, state or federal law.

Reviewed/Revised: 5/90
9/25/95

POLICY OF THE SCHOOL, MOORHEAD, MN

DISTRICT CODE: IGAC

DATE ADOPTED: 01/09/79

REVISED: 01/08/96

RELIGION

The proper role that religion plays in the Moorhead Public Schools is in its educational value rather than its observance or celebration. This value is based upon its important cultural element whose effects have been felt throughout history.

One of the purposes of the Moorhead Public Schools is to teach about the world in history, and the world that is. The role that religion has played in the historical, social, cultural, and political development of all humanity is essential to the curriculum.

The Moorhead Schools should play a vital role in bringing about an understanding among people of different backgrounds. Teaching about religions as literature, and the role of religion in the history of the United States and other countries can help achieve this understanding.

The choice of what to believe is, and should be, left solely to the individual. Each person is free to choose or reject any belief without interference from either government or other members of the community. The choice made by each person and family is entitled to the greatest respect. The Moorhead Public Schools shall marshal its forces to maintain the dignity of each religious preference or absence of the same, and the sanctity of that belief for each individual home. No person should be put in an embarrassing position because of personal or family choice.

Our policy regarding the relationship of religion and public education should provide freedom, protection, sensitivity, tolerance and appreciation for students, ~~teachers,~~ ~~administration~~ employees, parents, and community as a whole.

The Moorhead Schools shall implement the rules and regulations identified in this policy that speak toward the teaching of religious symbols, musical programs, concerts, advertising religious activities, and the school calendar.

RESPONSIBILITY

1. It shall be the responsibility of the superintendent to ensure that the study of religious materials, customs, beliefs and holidays in the school district is in keeping

with the following guidelines:

- a. The proposed activity must have a secular purpose,
- b. The primary objective of the activity must be one that neither advances nor inhibits religion, and
- c. The activity must not foster excessive governmental relationships with religion.

RULES AND REGULATIONS:

1. Non-Promotion or Disparagement of Religions - The school district shall neither promote nor disparage any religious belief or non-belief. Instead, the school district encourages all students and employees to have appreciation and tolerance of each other's views.
2. Academic Study About Religions - The school district supports the inclusion of religious music, art, drama, and literature in the curriculum and in school activities provided it is intrinsic to the learning experience and is presented in an objective manner without sectarian indoctrination.
3. The Use of Religious Symbols - Religious symbols are sacred to particular faiths and have their place in the church, synagogue, or home. The use of religious symbols in the school shall be encouraged only in the academic study of religions; that is for temporary periods in connection with educational purposes.
4. Musical Programs and Concerts - Musical programs prepared for or presented during school hours shall not be religious or religiously oriented. However, the school district recognizes that one of its educational objectives is to increase its students' knowledge and appreciation of music which may have had a religious basis or origin as well as secular importance. Consequently, such programs may include religious music to the extent presentation of the music advances an educational objective and is presented in an objective manner without religious indoctrination.

A volunteer group practicing outside the school day, school day defined as 30 minutes prior to or 30 minutes immediately following the regularly scheduled student day, may present a program of religious music in the school outside of school hours, subject to, and in conformance with, the school policies and rules governing the use of school facilities.

At all levels of education, the study of religious music as a part of a music appreciation course, musical experience, or as part of a study of various lands and cultures is appropriate as is the study of secular music.

5. Advertising Religious Activities - The advertising of religious activities and distribution of religious literature shall be on the same terms and conditions as permitted for other advertising or literature that is unrelated to school curriculum or activities.

6. School Calendar - The school calendar should be designed to encourage sensitivity for religious holidays, Sabbaths and holy days of all faiths.

If conflicts occur, care should be taken to modify lesson activities or other activities which will be difficult to make up.

7. Religious Excusals - In the event a student and/or student's parent or guardian finds a lesson objectionable based on the student's or student's parent or guardian's religious beliefs or other conscientious grounds, the student and/or student's parent or guardian may seek excusals therefrom through the building principal. The building principal shall work with the student and/or student's parent or guardian to arrange for such excusals unless there are clear issues of overriding concern that would prevent it.

Legal References: U.S. Constitution, First Amendment
Lemon v. Kurtzman, 403 U.S. 602, 91 S.Ct. 2105, 29 L.Ed. 2d 745 (1971)
Florey v. Sioux Falls Sch. Dist. 49-5, 619 F.2d 1311 (8th Cir.) cert. denied, 449 US. 987, 101 S.Ct. 409, 66 L.Ed.2d 251 (1980)

Reviewed/Revised: 9/90
1/8/96

POLICY OF THE SCHOOL BOARD, MOORHEAD, MN

DISTRICT CODE: KDE

DATE ADOPTED:

CRISIS MANAGEMENT POLICY

I. PURPOSE

The purpose of the District 152 Crisis Management Policy is to act as a guide for school district and building administrators, school employees, students, school board members, and community members as to how to address a wide range of potential crisis situations in the school district. The step-by-step procedures suggested by this Policy will provide guidance to each school building in drafting crisis management plans to coordinate protective actions prior to, during, and after any type of emergency or potential crisis situation in the school district. Please note that, pursuant to this Policy, tailored crisis management plans will be developed for each school building in the school district and sections or procedures may be added or deleted in those crisis management plans based on building needs.

II. GENERAL INFORMATION

The Policy and Plans.

This school district's Crisis Management Policy has been created in consultation with local law enforcement agency, fire officials, county attorney, mental health and social service agencies local community response agencies and other appropriate individuals and groups likely to be involved in assisting with a school emergency. It is designed so that each building administrator can tailor a crisis management plan to meet that building's specific situation and needs. The school district administration and/or the administration of each building shall present tailored crisis management plans to the school board for review and approval. These building-specific crisis management plans will include general crisis procedures and crisis specific procedures. Upon approval of the school board, building crisis management plans shall become administrative policy. This school district policy and building plans will be maintained and updated with review by the board on an annual basis.

B. Elements of the District Crisis Emergency Procedure Manual

1. General Crisis Procedures. This Crisis Management Policy includes general crisis procedures for securing the building, classroom evacuation, building evacuation, campus evacuation, and sheltering. It designates the individual(s) who will determine when these actions will be taken. These district-wide procedures may be modified by building administrators when creating the building-specific crisis management plans. Each building will have access to a copy of the District Crisis Emergency Procedure Manual. This guide will assist in development of the building-specific crisis management plans. The manual will include but not be exclusive to procedures relating to the following emergencies:

1. a. Chain of Command
- b. Evacuation
- c. Sheltering and Lock Down Procedures Annual Planning Guide
- d. Telephone List
- e. Site Plans
2. Fire
3. Severe Weather
4. Assault/Fight
5. Bomb Threat
6. Demonstration or Disturbance
7. Hazardous Materials
8. Intruder/Hostage
9. Serious Injury/Death/Sudden Illness
10. Shooting
11. Suicide
12. Terrorism
13. Weapons
14. Sudden Damage to Faculty/Break In
15. Child Abuse
16. Utility Emergency
17. Radiological Incident (Not Applicable to this District)
18. Community Notification Plan
19. Media
20. Transportation Emergency Procedures
21. Care Team and Emergency Team Members and Resource Lists
22. Care Team Response Guide
23. Emergency Team Response Guide
24. Appendix (Sample forms, Reports, and Misc info)

2. Crisis-Specific Procedures. This Crisis Management Policy includes crisis- specific procedures for potential crisis situations that may occur during the school day or at school-sponsored events and functions. These district-wide procedures are designed so that building administrators can tailor response procedures when creating building-specific crisis management plans.

3. Media Policy. The superintendent has the authority and discretion for notifying parents and guardians and the school community in the event of a crisis or early school closure. All media requests will be directed to the Superintendent or designee.

4. Facility Diagrams and Site Plans. School buildings will have a facility diagram and site plan showing at least the following: the location of primary and secondary evacuation routes, exits designated safe areas inside and outside of the building, fire alarms, fire extinguishers, hoses and water spigots. The facility diagrams and site plans will be available in the office of the building administrator and in appropriate areas and will be kept on file in the school district office. Maps to exits will be posted in each room.

5. Emergency Telephone Numbers. Each building manual will maintain a current list of emergency telephone numbers and the names and addresses of local and county personnel who are likely to be involved in resolving a crisis situation. The list will include numbers for agencies such as the police, fire, ambulance, hospital, and the Poison Control Center, local, county, and state emergency management agencies, local public works department, local utility companies, the public health nurse, mental health/suicide hot lines, and the county welfare agency, so that they may be contacted as appropriate. A copy of the list for each building will be kept on file in the school district office and will be updated annually.

6. Crisis Response Teams

a. Composition. The building administrator in each school building will select a crisis response team trained to respond in an emergency. All team members will be trained to carry out the building's crisis management plan and have knowledge of procedures, evacuation routes, and safe areas. Team members must be willing to be actively involved with resolving crises and be available to assist when necessary. Each building will maintain a current list of crisis response team members and update it annually. A copy of the list will be kept on file in the school district office. Crisis Response Teams will include CARE Teams, Medical Emergency teams and/or Security Teams.

b. Leaders. The building administrator or designee serves as the leader of the Crisis Response team and the principle contact for emergency response officials. When they are present, emergency response agents may elect to take command and control of the situation. It is critical in this situation that school officials assume a resource role and are available to the emergency response personnel.

7. District Employees. ~~Teachers generally have the most direct contact with students on a day-to-day basis. As a result, they should be aware of their role in responding to crisis situations. This also applies to non-teaching school personnel who have direct contact with students.~~ All staff should be aware of the District Crisis Management Policy and their own building's crisis management plan and their role in responding to a crisis situation.

POLICY OF THE SCHOOL BOARD, MOORHEAD, MN

DISTRICT CODE: BCF

DATED ADOPTED: 01/11/77

REVISED: 02/10/97

POLICY REVIEW COMMITTEE

Purpose

The purpose of the Policy Review Committee is to systematically review the educational policies of the district and make recommendations to the School Board regarding possible changes in these policies.

Membership

The Policy Review Committee will consist of ~~four~~ five teacher representatives generally drawn from the primary, intermediate, junior high and senior high levels, respectively and one representative appointed by Education Moorhead Cabinet; two principals; supervisor; secretary; custodian; paraprofessional; food service employee; the Superintendent; and, two school board members, appointed by the Board Chair at the annual organizational meeting. Each Employee Association will be responsible for choosing the representative(s) and notifying the Superintendent's Office of its selection prior to June 1 of each year.

~~The length of membership shall be a two-year alternating term beginning with the 1992-93 school year. Members will be appointed to a two-year term and The new member would take office in time for the September Policy Review meeting.~~

Meetings

Meetings will be held monthly at Townsite Centre during the school year at times and dates determined by the committee.

Reviewed/Revised: 03/09/93
02/10/97

MEMO # B00267

TO: Dr. Nybladh

FROM: Beth Astrup *B. Astrup*

DATE: May 17, 2000

SUBJECT: Townsite Centre and Junior High Roof Restoration Materials

Bids were opened on May 8, 2000, for the materials for the restoration of the Junior High and Townsite Centre roof areas. A tabulation of bids is attached. The low bid meeting specifications for the Townsite Centre and the Junior High came from W.P. Hickman Company.

Suggested Resolution: Move to award bid to W.P. Hickman for roofing materials not to exceed \$151,939.25 for roof restorations at Townsite Centre and the Junior High School.

10.02

W P HICKMAN

ROOFING MATERIALS PORTION OF WORK

440-248-7760

440-248-6504 Fxx

MATERIAL BID

SCOPE OF WORK
MOORHEAD SCHOOLS

1. Supply Moorhead Schools with roofing material to complete the removal and replacement of the roofs on the above mentioned schools. Provide restoration material to restore the above mentioned schools.
2. Provide a manufacturer's representative for instructions upon request (response must be within three days).
3. Follow all performance specifications on the enclosed page.
4. You must provide both modified asphalt and felt for re-roofing from the same manufacturer.
5. All products must be highest quality available.
6. The manufacturer's 10 year warranty will be provided and paid for by Contractor who is bidding the labor portion of the work. Enclose copy of warranty with a letter of intent from parent company.
7. Right to return unused materials if any.
8. Manufacturer should visit site prior to bidding.

BASE BID	UNIT PRICE	TOTAL COST
Qty.		
(1) 5-100 gals of elastomeric cement	\$ 77.50/5gal	\$ 1,550.00
105 gals- 1,000 gals of elastomeric Cement	\$ 72.50/5gal	\$ 14,500.00
(2) 700-3,780 gals rubberized asphalt	\$ 8.80/gal	\$ 33,264.00
3,781-6,810 gals rubberized asphalt	\$ 8.30/gal	\$ 56,523.00
(3) 5-70 rolls of polyester felt (10 sq roll)	\$209.70/roll	\$ 14,679.00
71-141 rolls of polyester felt (10 sq roll)	\$183.00/roll	\$ 25,803.00
(4) 10 gals of asphalt base aluminum paint	\$100.00/5gal	\$ 200.00
(5) 30 gals high quality rubberized elastomeric cement	\$150.25/5gal	\$ 901.50
(6) 0-100 5 gal cans of aluminum paint for roofs	\$110.00/5gal	\$ 11,000.00
(7) Nylon coated fiberglass mesh for repair work 6"X 100'	\$20.05/ea.	\$ 20.05
Nylon coated fiberglass mesh 12"X 100"	\$ 39.30/ea.	\$ 39.30
(8) HK reglet caulk 1-15 cases	\$ 95.90/case	\$ 1,438.50
15-30 cases	\$ 95.90/case	\$ 2,877.00
(9) HK caulking 1-15 cases	\$162.00/case	\$ 2,430.00
15-30 cases	\$157.65/case	\$ 4,729.50

ROOFING MATERIALS PORTION OF WORK

- | | | |
|--|----------------------------|--------------|
| (10) Warranty for 5 years for restoration per sq ft. | \$ N. C. _____ per sq ft | |
| (11) Warranty for 10 year reroofing per sf | \$ N. C. _____ per sq. Ft. | |
| (12) 700-3,780 gals. Coal tar restoration material-cold process. | \$ 14.00 _____ | \$ 52,920.00 |
| 3,785-6,000 gals. Coal tar restoration material-cold process | \$ 12.95 _____ | \$ 77,700.00 |

Would prefer:

- | | | |
|----|--|---------------|
| a. | Immediate shipment-payment within
30 days (firm prices for 90 days) | _____ X _____ |
| b. | Escalating prices prevailing at time of shipment. | _____ |

NOTE:

1. All quotations are based on FOB Moorhead, Minnesota.
2. School District claims tax exemption on any and all State and Federal taxes.
3. Total cost should include the highest quantity in each category.

ER SYSTEMS
763-479-6690

ROOFING MATERIALS PORTION OF WORK

MATERIAL BID

SCOPE OF WORK
MOORHEAD SCHOOLS

1. Supply Moorhead Schools with roofing material to complete the removal and replacement of the roofs on the above mentioned schools. Provide restoration material to restore the above mentioned schools.
2. Provide a manufacturer's representative for instructions upon request (response must be within three days).
3. Follow all performance specifications on the enclosed page.
4. You must provide both modified asphalt and felt for re-roofing from the same manufacturer.
5. All products must be highest quality available.
6. The manufacturer's 10 year warranty will be provided and paid for by Contractor who is bidding the labor portion of the work. Enclose copy of warranty with a letter of intent from parent company.
7. Right to return unused materials if any.
8. Manufacturer should visit site prior to bidding.

BASE BID	UNIT PRICE	TOTAL COST
(1) Qty. = 5-100 gals of elastomeric cement	\$ 22 ⁰⁰ / gal	\$ 2200 ⁰⁰
105 gals - 1,000 gals of elastomeric Cement	\$ 22 ⁰⁰ / gal	\$ 22,000 ⁰⁰
(2) 700-3,780 gals rubberized asphalt	\$ 10 ¹⁵ / gal	\$ 38,367 ⁰⁰
3,781-6,810 gals rubberized asphalt	\$ 9 ⁵⁰ / gal	\$ 64,695 ⁰⁰
(3) 5-70 rolls of polyester felt (10 sq roll)	\$ 225 ⁰⁰ / roll	\$ 15,750 ⁰⁰
71-141 rolls of polyester felt (10 sq roll)	\$ 214 ⁰⁰ / roll	\$ 30,174 ⁰⁰
(4) 10 gals of asphalt base aluminum paint	\$ 47 ⁰⁰ / gal	\$ 470 ⁰⁰
(5) 30 gals high quality rubberized elastomeric cement	\$ 32 ⁵⁰ / gal	\$ 975 ⁰⁰
(6) 0-100 500 gal cans of aluminum paint for roofs	\$ 25 ⁵⁰ / gal	\$ 12,750 ⁰⁰
(7) Nylon coated fiberglass mesh for repair work 6"X 100'	\$ 38 ²⁵ / roll	\$ —
Nylon coated fiberglass mesh 12"X 100"	\$ 56 ⁵⁰ / roll	\$ —
(8) HK reglet caulk 1-15 cases Case 30	\$ 125 ⁵⁰ / case	\$ 1882 ⁵⁰
15-30 cases SM 7100	\$ 121 ⁵⁰ / case	\$ 3645 ⁰⁰
(9) HK caulking 1-15 cases	\$ Same	\$ u
15-30 cases Case 30	\$ "	\$ u
SM 7100	\$ "	\$ u

ROOFING MATERIALS PORTION OF WORK

- (10) Warranty for 5 years for restoration per sq ft.
- (11) Warranty for 10 year reroofing per sf
- (12) 700-3,780 gals. Coal tar restoration material-cold process.
- 3,785-6,000 gals. Coal tar restoration material-cold process

\$.07 per sq ft
 \$.11 per sq. Ft.
 \$ 16.⁵⁰/gal \$ 62,370.⁰⁰
 \$ 14.³⁰/gal \$ 85,800.⁰⁰

Would prefer:

- a. Immediate shipment-payment within 30 days (firm prices for 90 days)
- b. Escalating prices prevailing at time of shipment.

X

NOTE:

- 1. All quotations are based on FOB Moorhead, Minnesota. *ok*
- 2. School District claims tax exemption on any and all State and Federal taxes. *ok*
- 3. Total cost should include the highest quantity in each category. *ok*

Beth,

We will Supply Bond if we are low bid!

Thank

Ray Leonard

MEMO # B00266
TO: Dr. Nybladh
FROM: Beth Astrup *B. Astrup*
DATE: May 17, 2000
SUBJECT: Townsite Centre and Junior High Roof Restoration Projects

Bids were opened on May 9, 2000, for the labor and miscellaneous materials portion of work for the restoration of the Junior High and Townsite Centre roof areas. A tabulation of bids is attached. The low bid meeting specifications for the Townsite Centre and the Junior High came from Greenberg Roofing and Sheet Metal.

Suggested Resolution: Move to award the Base Bid - Townsite Centre in the amount of \$75,499 to Greenberg Roofing and Sheet Metal and award the Base Bid - Junior High School in the amount of \$139,077 to Greenberg Roofing and Sheet Metal.

Foss Associates

Architecture &
Interiors

May 17, 2000

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

Re: Restoration of Junior High and
Townsite Center Roof Areas
Independent School District No. 152
Moorhead, Minnesota #0010.02

Dear Ms. Astrup:

On May 8, 2000, bids were received for Materials, and on May 9, 2000, bids were received for Labor and Installing the Materials. Bids were opened and publicly read aloud.

W.P. Hickman Company was the Low Bidder on Unit Prices for Materials. Mr. Holman has identified total material cost at \$151,939.25 for both projects combined.

Greenberg Roofing and Sheet Metal was the Low Bidder for Labor to Install the Materials with a bid of \$214,572.00 for both projects combined.

Mr. William Holman with AM Technologies Inc., and Pat DeLaPointe from our office have reviewed the bids and have determined they are in compliance with the requirements of the Bidding Documents.

We recommend a contract be awarded as identified above.

Sincerely,

Foss Associates

By 

William Cowman
Architect

WC/lr

Attachment

c: Bill Holman
Orv Kaste

218-236-1202

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



30700 Solon Industrial Parkway
Solon, OH 44139
Phone: (440) 248-7760
Fax: (440) 248-6524

Mr. Orve Kaste, Buildings and Grounds
Independent School District 152
810 4th Avenue South
Moorhead, MN 56560

Dear Mr. Kaste,

This is to confirm the results of the roofing bid Monday, May 8 for materials and Tuesday, May 9 for labor to restore the Towsite center, and the Junior High School roof areas.

After reviewing all the submittal from the manufacturer and comparing them to the specifications we find everything to be in compliance. The bid should be awarded to the low bidder.

After the bid opening I had a meeting with GRC Roofing, the apparent low bidder, to review the bid. Loyd Stienmetz from GRC said they are comfortable with their bid and are anxious to proceed. GRC also had all the proper submittals in place. Therefore we recommend awarding to the low bidder for labor.

If there are any questions, please contact me.

Sincerely,


Bill Holman

Post-it* Fax Note 7671		Date	# of pages
To	Pat DeLaPent	From	Bill Holman
Co./Dept.		Co.	
Phone #		Phone #	
Fax #		Fax #	

TABULATION OF BIDS

MATERIALS FOR RESTORATION OF JUNIOR HIGH
SCHOOL AND TOWNSITE CENTER ROOF AREAS
INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

FOSS ASSOCIATES
Architecture & Interiors
Moorhead, Minnesota

Project No. 0010.02

Bid Opening: May 8, 2000

Contractors	A d d e n d u m
E.R. Systems Loretto, Minnesota	X
W.P. Hickman Systems, Inc. Solon, Ohio	X

LABOR AND MISCELLANEOUS MATERIALS
PORTION OF WORK FOR RESTORATION
OF JUNIOR HIGHSCHOOL AND TOWNSITE
CENTER ROOF AREAS
INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

FOSS ASSOCIATES
Architecture & Interiors
Moorhead, Minnesota

Project No. 0010.02

Bid Opening: May 9, 2000

Contractors	A d d e n d u m	Base Bid – Townsite Center	Base Bid – Junior High School	All Work (Combined 1 and 2)
A & R Roofing Co., Inc. Fargo, North Dakota	X	\$109,975.00	\$193,800.00	\$302,000.00
Greenberg Roofing and Sheet Metal Fargo, North Dakota	X	\$75,499.00	\$139,077.00	\$214,572.00

MEMO # B00268

TO: Dr. Nybladh

FROM: Beth Astrup *B Astrup*

DATE: May 17, 2000

SUBJECT: Washington School - Floor Tile/Mastic Asbestos Removal

Bids were opened on May 17, 2000, for the floor tile/mastic asbestos removal at Washington School. A tabulation and recommendation from Legend Technical Services, Inc. is attached. The low bid meeting specifications came from Horsley Specialties, Inc. in the amount of \$13,058. This project will be paid for through the health and safety budget.

Suggested Resolution: Move to award bid to Horsley Specialties, Inc. for the floor tile/mastic asbestos removal at Washington School in the amount of \$13,058.



May 17, 2000

Mr. Orv Kaste
Moorhead Public School District No 152
1304 15th Avenue North
Moorhead, MN 56560

RE: Recommendation to Award
Floor Tile/Mastic Asbestos Removal
George Washington Elementary

Dear: Mr. Kaste

The results of the bidding was as follows:

Contractor	Lump Sum Proposal
Horsley Specialties, Inc.	\$13,058.00
Environmental Abatement Services	\$14,890.00
Weathermen, Inc.	\$29,850.00
National Surface Cleaning	\$46,800.00

LEGEND recommends the bid be awarded to the lowest bidder, Horsely Specialties, Inc. for the lump sum of \$ 13,058.00.

Proposed project start-up is June 12, 2000.

The four bids received by LEGEND are attached.

If there are questions, please contact me at 701-271-6779.

Cordially,

LEGEND Technical Services, Inc.

A handwritten signature in black ink, appearing to read "Mark Waltz", is written over the company name.

Mark Waltz
Fargo Manager

MEMO #: I-00-287



TO: Dr. Larry Nybladh

FROM: Lynne Kovash *LK*

SUBJECT: 1998-2003 Five Year Education Plan - Progress Report for
1999-2000

DATE: May 10, 2000

Long Range Planning committee members: Dina Geiszler and Lynne Kovash will review the draft of the Progress Report for 1999-2000 with the school board.

SUGGESTED RESOLUTION: Move to approve the Progress Report and direct administration to print and disseminate the report

LAK/smw
Attachment

MEMO #: I-00-283



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Minnesota State High School League Membership
DATE: May 9, 2000

Attached please find for your information the 2000-2001 Minnesota State High School League membership form.

SUGGESTED RESOLUTION: Move to approve the resolution of membership into the Minnesota State High School League for 2000-2001.

LAK/smw
Attachment

MINNESOTA STATE HIGH SCHOOL LEAGUE
2100 Freeway Boulevard
Brooklyn Center, MN 55430-1735
Telephone: (763) 560-2262 FAX: (763) 569-0499

2000-2001 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE

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

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

Moorhead Senior High _____

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

1. _____ Make new application for membership in the Minnesota State High School League;
School Enrollment (9-12): _____
OR;
☒ Renew its membership in the Minnesota State High School League; and,
2. Participate in the approved interschool activities sponsored by said League and its various
subdivisions.

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

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

Signed: _____
Clerk/Secretary - Local Governing Board

Signed: _____
Superintendent or Head of School

Date: _____

Date: _____

School Address: _____

_____ School Phone: _____

RETURN ONE COPY TO THE MSHSL NO LATER THAN SEPTEMBER 1, 2000.
Retain one copy for the school files.

S-W-9-B05
min
6-12-00

INDEPENDENT SCHOOL DISTRICT #152

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

June 12, 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 Pam Enz, Jim Lund and students in the Coral Web Studio for their work on developing and maintaining the Moorhead School District's Web site, which was named the Award of Excellence winner in the school district/organization Web site category in the 2000 MinnSPRA Inspiration Awards. Each year, the Minnesota School Public Relations Association (MinnSPRA) honors school communicators for their work in school public relations.

SCHOOL BOARD AGENDA - June 12, 2000

PAGE 2

Contest judges recognized the Moorhead School District's site for its content, design, navigation and technical considerations. According to the judges, "This site was very appealing and easy to navigate. It conveyed a clear purpose, offering something for all constituent groups. It was easy to find information on many essential topics."

The Moorhead School District's site is at www.moorhead.k12.mn.us.

*** We Are Proud of grade Troy Seelhammer for being a finalist in the 1999-2000 student essay contest sponsored by the Federal Reserve Bank of Minneapolis. Students had to write about the economic crisis from the 1970s caused by the oil embargo. Finalists receive a \$100 savings bond.

Troy is a student of Moorhead High School teacher Brian Dinda.

*** We Are Proud of Moorhead Junior High teacher Patty Gulsvig who was awarded the Distinguished Teaching Achievement Award for 2000 by the National Council for Geographic Education.

Awards were given to 36 K-12 teachers and seven college/university professors from the United States and Canada. The Distinguished Teaching Achievement Awards recognize outstanding contributions to geographic education. Colleagues submitted nominations for the awards, and awardees were chosen by judging panels at the elementary, middle/junior high, senior high or post-secondary level.

Recipients will receive plaques at the awards banquet during the NCGE annual meeting Aug. 2-5, 2000, in Chicago. Awardees receive free registration to the conference and a one-year membership to the National Council for Geographic Education.

*** We Are Proud of the Moorhead Junior High School Knowledge Master Team for being named the Minnesota State Champion for the Middle School Division of the Spring Knowledge Master Open held on April 18. Members of the Moorhead Junior High School Knowledge Master Team are: Ingrid Anderson, John Anderson, Brock Ashmore, Annie Bakken, Ally Carey, Courtney Covey, Matt Dahlen, Ben Hanna, Zack Kenz, Tom Kvamme, Lindsey Marcy, Mike Maritato, and Nick Sternhagen. Thirty-four other middle schools from Minnesota participated in this

SCHOOL BOARD AGENDA - June 12, 2000

PAGE 3

semi-annual competition. Moorhead Junior High has earned this distinction in the past six consecutive Knowledge Master events. Moorhead placed 32nd out of 1139 participating middle schools worldwide. A total of 33,678 students, comprising 2392 teams in three divisions, participated from 48 states and 14 foreign countries.

The Knowledge Master Open was designed to stimulate enthusiasm for learning and recognition for academic accomplishment. The 200 challenging questions require higher-level thinking skills and cover 14 curriculum areas. The contest runs on classroom computers to allow all schools the opportunity to compete in a large academic event without the expense of traveling to a central site. Scores are based on a combination of speed and accuracy.

*** We Are Proud of Moorhead High student Randy Dahlin who won second place in *React* magazine's comic contest. The top three winners were recognized in the June 5-11, 2000, issue of *React*, which was inserted in the June 6 *Forum*. Randy received \$100 for his winning cartoon. Randy recently graduated from Moorhead High School and will be attending the Minneapolis College of Art and Design in the fall to major in cartooning.

*** We Are Proud of Moorhead High art teacher Mick Dunn who was chosen as an honorable mention winner for "*TeenInk* Educators of the Year." He received a certificate recognizing his accomplishments. *TeenInk* magazine gives students a chance to recognize educators by submitting essays about the teachers, principals, coaches and other educators who made a difference in their lives. From the hundreds of essays nationwide, 16 educators received the final award and 29 educators received Honorable Mentions. Dunn was nominated by a former Moorhead High student, whose essay was published in the May 2000 issue of *TeenInk*. The names of all winning educators and honorable mention recipients are listed in the June 2000 issue of *TeenInk*.

*** We Are Proud of Mary Charlton's Period 4 weight training class. The students produced a 29 second commercial that won \$1,000 in a competition through FOX Radio. The commercial was aired on television during the broadcast of *ER*. The students donated the \$1,000 prize to the Roger Maris Foundation. The Moorhead Dairy Queen and Godfather's Pizza recognized the students with ice cream treats and buffet lunches. The following students were involved in the production:

SCHOOL BOARD AGENDA - June 12, 2000

PAGE 4

Amanda Bacon	Katherine Kludt
Amanda Baukol	Tara Koenig
Nathan Burgess	Bryce Kupitz
Ryan Bushland	Danae Larson
Joshua Costello	Nathan Lien
Lisa Dyer	Alfredo Marquez
Joshua Emmerich	Joseph Nigg
Shaun Fleck	William Russell
Jess Ford	Benjamin Schenck
Adam Garberg	Bradley Schenck
Chelsie Groslie	Todd Seelhammer
Amanda Haugen	Randi Soyering
Matthew Henry	Christopher Stern
Luke Huck	Heather Strand
Kirsten Jabs	Nicole Stubstad
Brandon Johnson	John Vanyo
	Iya Veselov

- 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 9-20
- (2) Acceptance of Gifts - Page 21
- (3) Approval of Student Teacher Agreement - Pages 22-24
- (4) Approval of Contract Agreement - Pages 25-27
- (5) Approval of Position Proposal - Pages 28-31

SCHOOL BOARD AGENDA - June 12, 2000
PAGE 5

B. SYSTEM SUPPORT MATTERS - Astrup

C. HUMAN RESOURCE MATTERS- Lacher

- (1) Acceptance of Resignations - Page 32
- (2) Approval of Family/Medical Leave - Page 33
- (3) Approval of Change in Contract - Page 34
- (4) Approval of Rehire - Page 35

D. SUPERINTENDENT MATTERS - Nybladh

- (1) Approval of May 3, 8 and 22, 2000 Minutes - Pages 36-47
- (2) Approval of June 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.)

Staff Development August Academy - Kovash/Schmid
Pages 48-58

5. **COMPENSATORY EDUCATION PROGRAM MANAGER:** Kovash
Page 59

SCHOOL BOARD AGENDA - June 12, 2000
PAGE 6

6. **APPROVAL OF POLICY:** Nybladh
Pages 60-62

Suggested Resolution: Move to approve the policy, Health Examination (GBE) as presented.

Moved by _____ Seconded by _____
Comments _____

7. **APPROVAL OF POLICY:** Nybladh
Pages 63-66

Suggested Resolution: Move to approve the policy, Religion (IGAC) as presented.

Moved by _____ Seconded by _____
Comments _____

8. **APPROVAL OF POLICY:** Nybladh
Pages 67-71

Suggested Resolution: Move to approve the policy, Crisis Management Policy (KDE) as presented.

Moved by _____ Seconded by _____
Comments _____

9. **APPROVAL OF POLICY:** Nybladh
Pages 72-73

Suggested Resolution: Move to approve the policy, Policy Review Committee (BCF) as presented.

Moved by _____ Seconded by _____
Comments _____

SCHOOL BOARD AGENDA - June 12, 2000
PAGE 7

10. **ESTABLISH JULY MEETING DATE:** Nybladh

Suggested Resolution: Move to recommend one July meeting either the 10th or the 24th depending on majority preference of the school board.

Moved by _____ Seconded by _____
Comments _____

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

12. **ADJOURNMENT**

SCHOOL BOARD AGENDA - June 12, 2000
PAGE 8

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Detention Center/ Shelter Care	Ongoing	Ongoing	Reg. Juv. Center
Outreach ECFE	Ongoing 6/12-6/30 7/10-7/28 8/7-8/25	Ongoing Varies	Mhd. Sports Center Lincoln
Jr. High Summer School	6/6-6/28	7:30-9:55 am 10:05-12:30	MJH
Summer Band	6/5-6/30	Varies	Asp
Driver's Ed. Classes	6/5-6/16	7-10 am 10-1 pm	MSH
Basic Standards Classes	6/12-7/20 M-Thurs	7:30-9:40 am 9:50-12:00 pm	MJH MJH
Migrant School Beginnings	6/12-7/21 6/12-6/29 8/7-8/24 M-Thurs	8-5 pm 9-11:30 am	Probstfield Lincoln
ESY - Spec. Ed.	6/12-7/27 T, W, Thurs	7:45-12:15	Probstfield Robert Asp
Excel Summer Programs	6/13-7/20 T, W, Thurs	8-12	Probstfield
Instr. and Curr. Adv. Com. School Board	June 15 June 26	7 am 7 pm	Townsite Townsite
School Board School Board	July 10 July 24	7 pm 7 pm	Townsite Townsite
School Board School Board K-12 Teacher Workshops	August 14 August 28 August 29, 30, 31	7 pm 7 pm	Townsite Townsite District-wide
K-12 Teacher Workshops K-12 Classes Begin	September 1 September 5		District-wide

INDEPENDENT SCHOOL DISTRICT #152

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

June 26, 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 Bob Lacher, assistant superintendent, for 22 years of service to the district. For 1999-2000, Lacher has been working as the assistant superintendent of human resources. Lacher served as the district's assistant superintendent of business from 1978-99.

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

S-M 9-805
min
6-26-00

SCHOOL BOARD AGENDA - June 26, 2000

PAGE 2

2. CONSENT AGENDA

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

A. TEACHING/LEARNING MATTERS - Kovash

- (1) Acceptance of Gifts - Pages 7-9
- (2) Approval of 2000-2001 Minnesota Academic Excellence League Membership - Pages 10-12
- (3) Approval of Tuition Fees - Pages 13-14

B. SYSTEM SUPPORT MATTERS - Astrup

- (1) Approval of Change Order - Page 15

C. HUMAN RESOURCE MATTERS- Lacher

- (1) Approval of New Employees - Page 16
- (2) Approval of Part Time and Substitute Pay Schedule Change - Pages 17-18
- (3) Approval of Family/Medical Leave - Page 19
- (4) Acceptance of Resignation - Page 20
- (5) Approval of Change in Contract - Page 21
- (6) Approval of Position - Page 22

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 - June 26, 2000

PAGE 3

4. **SUPERVISORS' 2000-2002 WAGE AND FRINGE BENEFIT AGREEMENT:** Lacher
Pages 23-26

Suggested Resolution: Move to approve the 2000-2002 Supervisors' Master Agreement as recommended by administration.

Moved by _____ Seconded by _____
Comments _____

5. **2000-2002 CONFIDENTIAL SECRETARIES' AGREEMENT:** Lacher
Pages 27-30

Suggested Resolution: Move to approve the total package and language changes as presented for the 2000-2002 Confidential Secretaries' Master Agreement.

Moved by _____ Seconded by _____
Comments _____

6. **2000-2002 ADMINISTRATORS' AGREEMENT:** Nybladh
Pages 31-32

Suggested Resolution: Move to approve the total package as presented for the 2000-2002 Administrators' Master Agreement.

Moved by _____ Seconded by _____
Comments _____

7. **BIDS FOR PLAYGROUNDS:** Nybladh
Pages 33-34

Suggested Resolution: Move to approve the bid documents for the playgrounds at Probstfield Elementary School and Edison Elementary School as prepared by Foss Associates and direct administration to move forward with the bid process as defined in Minnesota Statute 123B.52.

Moved by _____ Seconded by _____
Comments _____

SCHOOL BOARD AGENDA - June 26, 2000

PAGE 4

8. BID FOR FIRE ALARM SYSTEM UPGRADE: Nybladh

Pages 35-37

Suggested Resolution: Move to award the Fire Alarm System Upgrade Project at Townsite Centre to Magnum Electric, Inc. in the amount of \$31,851.

Moved by _____ Seconded by _____

Comments _____

9. TELEPHONE SYSTEM: Nybladh

Pages 38-41

Suggested Resolution: Move to rescind the January 6, 2000 Telephone Equipment bid award to Corporate Technologies.

Moved by _____ Seconded by _____

Comments _____

Suggested Resolution: Move to approve the Telephone System bid award to Corporate Technologies in the amount of \$485,000 and direct administration to proceed with HVAC and electrical upgrades at the Senior High School.

Moved by _____ Seconded by _____

Comments _____

10. WORKER'S COMPENSATION INSURANCE: Nybladh

Page 42

Suggested Resolution: Move to approve Western National Insurance Company as the provider of the District's Worker's Compensation Insurance effective July 1, 2000.

Moved by _____ Seconded by _____

Comments _____

11. PROFILE OF LEARNING INFORMATION UPDATE: Kovash

SCHOOL BOARD AGENDA - June 26, 2000

PAGE 5

12. ACKNOWLEDGEMENT OF RECEIPT OF ARBITRATOR'S DECISION: Nybladh

Suggested Resolution: For the record, the School Board hereby acknowledges receipt of the Decision of Arbitrator Christine D. Ver Ploeg, dated May 25, 2000, imposing discipline on Sean F. Daly and that the Superintendent of Schools be authorized and directed to schedule the sixty (60) day suspension without pay at a time or times in his discretion.

Moved by _____ Seconded by _____
Comments _____

13. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

14. ADJOURNMENT

SCHOOL BOARD AGENDA - June 26, 2000**PAGE 6****CALENDAR OF EVENTS**

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Detention Center/ Shelter Care	Ongoing	Ongoing	Reg. Juv. Center
Outreach	Ongoing	Ongoing	Mhd. Sports Center
ECFE	6/12-6/30 7/10-7/28 8/7-8/25	Varies	Lincoln
Jr. High Summer School	6/6-6/28	7:30-9:55 am 10:05-12:30	MJH
Summer Band	6/5-6/30	Varies	Asp
Basic Standards Classes	6/12-7/20 M-Thurs	7:30-9:40 am 9:50-12:00 pm	MJH MJH
Migrant School	6/12-7/21	8-5 pm	Probstfield
Beginnings	6/12-6/29 8/7-8/24 M-Thurs	9-11:30 am	Lincoln
ESY - Spec. Ed.	6/12-7/27 T, W, Thurs	7:45-12:15	Probstfield Robert Asp
Excel Summer Programs	6/13-7/20 T, W, Thurs	8-12	Probstfield
School Board	July 10	7 pm	Townsite
School Board	July 24	7 pm	Townsite
School Board	August 14	7 pm	Townsite
School Board	August 28	7 pm	Townsite
K-12 Teacher Workshops	August 29, 30, 31		District-wide
K-12 Teacher Workshops	September 1		District-wide
K-12 Classes Begin	September 5		

MEMO #: I-00-325



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Gift Acceptance
DATE: June 21, 2000

George Washington All Day Kindergarten has received donations from the following businesses and individuals.

*American Legion	\$ 1000.00	
*Slumberland	\$ 260.00	
* Washington PTAC	\$ 200.00	
* Hornbacher's	\$ 100.00	
* Kim Reiersen-Kelsh	\$ 100.00	
* MAC's	\$ 100.00	
* Richards Transportation	\$ 100.00	
* VFW	\$ 50.00	
*State Bank of Hawley	\$ 40.00	
* Dragon's Lair	\$ 40.00	
* Bargain's	\$ 30.00	
* Dairy Queen	\$ 30.00	
* Gene & Janice Reiersen	\$ 30.00	
* Johnson & Johnson	\$ 30.00	
* Sunmart (Northside)	\$ 30.00	
* New Dimension's	\$ 20.00	
* Selland's	\$ 20.00	
* Stop & Go	\$ 20.00	
* Village Inn	\$ 20.00	
* Akins Electric	\$ 10.00	
* Cheryl Opgrand	\$ 10.00	
* Everson's Parts	\$ 10.00	
* Fryn' Pan	\$ 10.00	
* Noah's Coffee	\$ 10.00	
* Cash Wise	\$ 20.00	Gift Certificate
* Michaels	\$ 60.00	
* Coke Cola	\$ 60.00	
* Corwin	\$ 100.00	
* MN Highway Department		Safety Coloring Books
* Perkins		Muffins
* Target		Waterless hand cleaner

- * Sportland
- * Cass Clay Creamery
- * Dare Association
- * Kelloggs

Printing on shirts
Orange Juice
Activity Books
Rice Krispie Bars

SUGGESTED RESOLUTION: Move to accept the gifts as presented and direct that letters of thanks be sent to the organizations and individuals.

LAK/smw

MEMO #: I-00-324



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Gift Acceptance
DATE: June 21, 2000

This district has received gifts from the following business and civic groups for use in paying transportation costs for School Safety Patrol members to attend baseball games. This year patrol members from George Washington, Robert Asp, Thomas Edison, Riverside and St. Joseph's attended a Twin's game on May 25. Probstfield sent their members to Red Hawk's game on May 30. These trips were arranged to give the patrol members a reward for a job well done.

* Moorhead American Legion Post 21	\$ 1200.00
* Moorhead Veterans of Foreign Wars	\$ 1000.00
* Clay County Safety Council	\$ 600.00
* John C. Arneson Agency	\$ 100.00
* Vikingland Kiwanis	\$ 275.00
* St. Joseph's Home & School Assn.	\$ 40.00
* Moorhead Knights of Columbus	\$ 300.00
* George Washington PTAC	\$ 500.00
* Robert Asp PTAC	\$ 300.00
* Thomas Edison PTAC	\$ 500.00
* Riverside PTAC	\$ 500.00
* Probstfield PTAC	\$ 500.00
* Auto Club Trust Fund and Lyle & Grace Clark	\$ 100.00
* Education Moorhead	\$ 500.00
* Hornbacher's	\$ 50.00

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

LAK/smw

MEMO #: I-00-280



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *lk*
SUBJECT: Minnesota Academic Excellence Foundation Membership
DATE: June 19, 2000

Attached is a copy of the Academic Excellence League 2000-2001 Membership Application

SUGGESTED RESOLUTION: Move to approve the Minnesota Academic Excellence League membership as presented.

LAK/smw



MINNESOTA ACADEMIC EXCELLENCE FOUNDATION

Academic League
2000 - 2001 Membership Application

Any legally defined school district may join the Academic League. A "district" is defined as any number of schools governed by a local school board. Nonpublic schools with a local board are included in this definition and may join as a district. *(Please print)*

RETURN COMPLETED APPLICATION: Minnesota Academic Excellence Foundation
1500 Highway 36 West Roseville, MN 55113-4266

Check one: ☒ New Application ☒ Renewal of 1999-2000 membership

Name of Public District/Private School Moorhead Public School District # 152 County Clay

Address 810 4th Avenue South City Moorhead Zip 56560 Phone 218-299-6227

Web site _____

Name of contact or liaison to Academic League Lynne Kovash

Position/Title Ass't Supt Address 810 4th Ave So Zip 56560

Phone 218-299-6227 e-mail lkovash@moorhead.k12.mn.us 218-238-1610

Number of school Buildings for 2000-2001 7 Total projected enrollment for 2000-2001 5662

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

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

☒ **MEMBERSHIP FEE ENCLOSED - \$125 FOR 2000-2001 SCHOOL YEAR.**

Make check payable to Minnesota Academic Excellence Foundation. Membership year is July 1, 2000 through June 30, 2001. Membership and services commence upon receipt of application and fee.

☒ **INVOICE US FOR THE MEMBERSHIP FEE - \$125 FOR 2000-2001 SCHOOL YEAR.**

Please send an invoice for the district business office to process and pay. Membership year is July 1, 2000 through June 30, 2001. Membership and services commence upon payment of invoice.

SERVICES AVAILABLE

As a member of the Minnesota Academic League, your district will be eligible for the following services:

(Please check services you desire in 2000-2001)

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

RETURN THIS COMPLETED APPLICATION TO
Minnesota Academic Excellence Foundation
1500 Highway 36 West Roseville, MN 55113-4266



Academic League 2000 - 2001 Membership Application

Any legally defined school district may join the Academic League. A "district" is defined as any number of schools governed by a local school board. Nonpublic schools with a local board are included in this definition and may join as a district.

Present this portion of the application to your School Board.

RETURN THIS PORTION AT ANYTIME TO: Minnesota Academic Excellence Foundation
1500 Highway 36 West Roseville, MN 55113-4266

Check one: ☒ New Application ☒ Renewal of 1999-2000 membership

Name of Public District/Private School _____ District # _____ County _____

Address _____ City _____ Zip _____ Phone _____

☒ **COMMITMENT TO ACADEMIC EXCELLENCE - PLEASE COMPLETE THE FOLLOWING RESOLUTION:**

WHEREAS Moorhead Public Schools

Name of district or private school

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

AND WHEREAS

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

BE IT RESOLVED THAT Moorhead Public Schools

Name of district or private school

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

Superintendent/Administrator
e-mail address _____

Date _____

Board Chairperson _____

Date _____

COMMUNITY NEWSPAPER:

Please provide the name and contact information at your community newspaper(s) for possible press release use.

Newspaper Name: Fargo Forum

Address: 101 5th Street North

Fargo, ND 58102

Contact: _____ Fax: _____

Newspaper Name: Midweek

Address: 322 Sheyenne Street

West Fargo, ND 58078

Contact: _____ Fax: _____

MEMO #: I-00-320



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Tuition Policy
DATE: June 14, 2000

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

The tuition rates are listed on the attached policy.

SUGGESTED RESOLUTION: Move to accept Policy JECB - Tuition Fees as presented.

LAK/smw
Attachment

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

TUITION FEES

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

Kindergarten ~~\$2,270~~ \$3,060

Elementary ~~\$4,530~~ Grades 1-3 \$6,120

Secondary ~~\$5,840~~ Grades 4-6 \$5,820

Grades 7-12 \$7,140

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

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

JUN 16 2000

MEMO # B00272
TO: Dr. Nybladh
FROM: Beth Astrup *B. Astrup*
DATE: June 16, 2000
SUBJECT: Stadium Seating - Change Order No. 1

The following change order has been submitted by Curtis Construction:

1) Delete removal of existing bleachers	\$1,100.00
2) Credit for concrete to be supplied by Camas	6,000.00
3) Credit for class 5 fill to be supplied by Asplin Excavating	<u>3,500.00</u>
Total credit amount	\$10,600.00

The original bid award to Curtis Construction Co. was \$407,700, with Change Order No. 1 the total will be \$397,100.

Suggested Resolution: Move to approve Change Order No. 1, a credit in the amount of \$10,600.

MEMORANDUM P 00.154

TO: Dr. Larry Nybladh
FROM: Robert Lacher *R. Lacher*
DATE: June 20, 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:

Rachel Anderson	Music Teacher, Junior High, BA (0) \$25,870.00, effective for the 2000-2001 school year. (Replace Char Moe)
Christine George	Family Consumer Science Teacher, Junior High, BA (0) .357 FTE, \$9,235.59, effective for the 2000-2001 school year. (Replace Terri Puffe)
Christen Rich	Second Grade Immersion Teacher, Probstfield Elementary, MA+15 (7) \$40,740.00, effective for the 2000-2001 school year.

Suggested Resolution: Move to approve the employments as presented.

RL:sh

MEMORANDUM P 00.151

TO: Dr. Larry Nybladh

FROM: Robert Lacher



DATE: June 20, 2000

SUBJECT: Part Time and Substitute Pay Schedule Change

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

Suggested Resolution: Move to approve the pay schedule.

RL:sdh

PART TIME AND SUBSTITUTE PAY SCHEDULE

ADULT ED

Vocational Licensed Teacher (New)	20.83
Vocational Licensed Teacher 2 years	21.30
Vocational Licensed Teacher 3 years or more	21.70
Avocational Teacher	14.39
After-school Healthy Community	13.83
Initiative grant activity leaders	
Program Assistant	

SUBSTITUTE TEACHERS

Daily	72.00
10 Day Consecutive same classroom	94.00
30 Day Consecutive same classroom	Daily rate-beginning BA Teacher Salary

Substitute Bonus: \$74/day after 50 days
 \$75/day after 75 days
 \$76/day after 100 days

LICENSED TUTORS - TEACHERS

19.52

NOON HOUR SUPERVISORS/FOOD SERVICE WORKERS

Part-time (non-contract) Assistant Server	7.20
Part-time (non-contract)	6.20
(or .15 over previous rate)	

INTERPRETERS/COTA

Part-time (non-contract)	14.00
Freelance	Market

SECRETARIES

Part-time (non-contract)	8.00
--------------------------	------

PARAPROFESSIONALS (TEACHERS ASSISTANTS)

Part-time (non-contract)	8.00
Substitute	8.00

CUSTODIANS

Part-time (non-contract)	8.00
--------------------------	------

WORK STUDY/STUDENT HELP

5.15

Revised 6/26/00

MEMORANDUM P 00.155

TO: Dr. Larry Nybladh

FROM: Robert Lacher



DATE: June 20, 2000

SUBJECT: Family/Medical Leave

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

Dawn Hanson Second Grade Teacher, Probstfield Elementary, to begin on or about September 11, 2000 until November 27, 2000.

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

RL:sh

MEMORANDUM P 00.156

TO: Dr. Larry Nybladh

FROM: Robert Lacher 

DATE: June 20, 2000

SUBJECT: Resignations

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

Steph Budish Title One Paraprofessional, Edison Elementary, effective immediately.

Suggested Resolution: Move to accept the resignation as presented.

RL:sh

MEMORANDUM P 00.157

TO: Dr. Larry Nybladh

FROM: Robert Lacher 

DATE: June 20, 2000

SUBJECT: Change in Contract

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

Leslie Doyle Community Education Secretary, A12 to Media Secretary, Junior High, A12, 8 hours daily for 186 days a year, effective for the 2000-2001 school year. (Replace Kathy Enkers)

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

RL:sh

JUN 13 2000

MEMO P. 00.146

TO: Dr. Nybladh

FROM: Robert Lacher 

DATE: June 12, 2000

SUBJECT: Probstfield Office Secretary Position

The Principal, Anne Moyano, along with Lynne Kovash and myself recommend the following changes in staffing at Probstfield:

Reduce the Elementary Science Center position from 6.5 hours per day to 4 hours per day.

Redesign the Office Secretary from 196 paid days to 240 paid days with pro-ration of benefits.

Work Days	218
Holidays	10
Vacation Days	12
	<hr/>
	240 paid days

Mrs. Moyano feels that redesign will allow her to deal with the increased work of the Language Immersion Program. There will be an increase in total costs. Resources will come from existing budgets.

Suggested Resolution:

Reduce Elementary Science Secretary to 4 hours per day.
Redesign the current Office Secretary position from present 196 paid days to 240 paid days.

c.c. Lynne Kovash
Anne Moyano

MEMORANDUM P 00.153

TO: Dr. Larry Nybladh
Board of Education

FROM: Robert Lacher 

DATE: June 20, 2000

SUBJECT: Supervisors 2000-2002 Wage and Fringe Benefit Agreement

Members of the Supervisor's Association and representatives of the School District have reached a tentative agreement. Revise salary schedule to meet comparable targets, add a step starting at C52 and delete the top step for all higher classifications. Each employee move one step if available. Add all costs for Health and Dental single insurance to the schedule (\$34,872) and have employees pay the projected increase (\$20,029) in insurance costs through payroll deduction.

One year increase in schedule \$3,686.00, in year 2 increase schedule by \$3,002.36.

Package Increase

	1999-2000 (base)	2000-01	2001-02
Wages	851,937.00	925,978.00	987,764.00
Benefits	161,929.00	140,581.00	150,870.00
TOTAL PKG	1,013,866.00	1,066,559.00	1,138,634.00
% Increase		5.197	6.757%

Suggested Resolution: Move to approve the 2000-2002 Supervisors' Master Agreement as recommended by administration.

RL:sh

Attached: Spread sheet dated June 16, 2000

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1	Salary Increases	2000.01	3686	2001.02	3002.36	TOTAL	6,688																	
2																								
3		1999.00		NEGOTIATIONS SPREAD SHEET																				
4	Step			Supervisor's Salary Schedule																				
5		C41	C42	C43	C44	C51	C52	D61	D62	D63	D64	Step												
6	0	34,680	35,999	37,299	38,656	40,876	44,113	47,052	49,605	52,340	55,323	0												
7	1	35,566	36,885	38,210	39,646	41,924	45,275	48,329	50,972	53,798	56,865	1												
8	2	36,387	37,731	39,116	40,625	42,973	46,436	49,605	52,340	55,257	58,406	2												
9	3	37,207	38,597	40,033	41,606	44,022	47,599	50,880	53,707	56,715	59,948	3												
10	4	38,027	39,475	40,945	42,585	45,069	48,761	52,157	55,075	58,173	61,492	4												
11	5	38,849	40,329	41,857	43,566	46,118	49,924	53,433	56,442	59,633	63,032	5												
12	6	39,453	41,195	42,768	44,545	47,166	51,086	54,710	57,809	61,091	64,573	6												
13	7	40,557	42,106	43,748	45,457	48,215	52,248	55,940	59,131	62,549	66,115	7												
14	8	41,371	42,973	44,659	46,436	49,263	53,410	57,217	60,498	64,008	67,656	8												
15	9	42,198	43,839	45,571	47,417	50,311	54,573	58,493	61,866	65,466	69,197	9												
16	10	43,018	44,705	46,482	48,397	51,359	55,735	59,768	63,233	66,925	70,740	10												
17	11	43,839	45,571	47,394	49,377	52,408	56,898	61,045	64,600	68,384	72,282	11												
18	12	44,658	46,436	48,306	50,357	53,456	58,059	62,321	65,968	69,842	73,823	12												
19	13	45,480	47,303	49,217	51,336	54,505	59,222	63,598	67,335	71,300	75,364	13												
20	14	46,301	48,169	50,129	52,317	55,552	60,384	64,874	68,703	72,759	76,906	14												
21	15	47,120	48,838	51,040	53,296	56,601	61,547	66,150	70,070	74,218	78,449	15												
22							62,708	67,425	71,437	75,877	79,892	16												
23																								
24	Comp. Worth																							
25		458.77		18.89	0.00	0.00	-88.50	-128.69	-90.83	-36.06	-128.48													
26		12		12	12	12	12	12	12	12	12													
27		5,505.24		202.68	0.00	0.00	(1,062.00)	(1,520.28)	(1,087.56)	(432.72)	(1,541.76)													
28	Target	41,615		50,838	53,296	56,601	62,809	67,870	71,157	74,651	78,990													
29																								
30																								
31	3686																							
32	Step	C41	C42	C43	C44	C51	C52	D61	D62	D63	D64	Step												
33	0	38,366	39,685	40,985	42,341	44,562						0												
34	1	39,252	40,551	41,896	43,332	45,610	48,961	52,015	54,658	57,484	60,551	1												
35	2	40,073	41,417	42,802	44,311	46,659	50,122	53,291	56,026	58,943	62,092	2												
36	3	40,893	42,283	43,719	45,292	47,708	51,285	54,566	57,393	60,401	63,634	3												
37	4	41,713	43,161	44,631	46,271	48,755	52,447	55,843	58,761	61,859	65,178	4												
38	5	42,535	44,015	45,543	47,252	49,804	53,610	57,119	60,128	63,319	66,718	5												
39	6	43,139	44,881	46,454	48,231	50,852	54,772	58,396	61,495	64,777	68,259	6												
40	7	44,243	45,792	47,434	49,143	51,901	55,934	59,626	62,817	66,235	69,801	7												
41	8	45,057	46,659	48,345	50,122	52,949	57,096	60,903	64,184	67,694	71,342	8												
42	9	45,884	47,525	49,257	51,103	53,997	58,259	62,179	65,552	69,152	72,883	9												
43	10	46,704	48,391	50,168	52,083	55,045	59,421	63,454	66,919	70,611	74,426	10												
44	11	47,525	49,257	51,080	53,063	56,094	60,584	64,731	68,286	72,070	75,968	11												
45	12	48,344	50,122	51,992	54,043	57,142	61,745	66,007	69,654	73,528	77,509	12												
46	13	49,166	50,989	52,903	55,022	58,191	62,908	67,284	71,021	74,986	79,050	13												
47	14	49,987	51,855	53,815	56,003	59,238	64,070	68,560	72,389	76,445	80,592	14												
48	15	50,806	52,524	54,726	56,982	60,287	65,233	69,836	73,756	77,904	82,135	15												
49							66,395	71,111	75,123	79,363	83,678	16												
50																								
51																								
52	3002.36																							
53	Step	C41	C42	C43	C44	C51	C52	D61	D62	D63	D64	Step												
54	0	41,368	42,688	43,987	45,343	47,564						0												
55	1	42,255	43,553	44,899	46,334	48,613	51,963	55,017	57,661	60,487	63,553	1												
56	2	43,075	44,420	45,805	47,313	49,661	53,125	56,293	59,028	61,945	65,095	2												
57	3	43,895	45,285	46,722	48,294	50,710	54,287	57,569	60,396	63,403	66,636	3												
58	4	44,716	46,163	47,633	49,274	51,757	55,450	58,845	61,763	64,862	68,180	4												
59	5	45,537	47,018	48,545	50,254	52,806	56,612	60,122	63,130	66,321	69,720	5												
60	6	46,141	47,883	49,457	51,234	53,855	57,775	61,398	64,498	67,779	71,261	6												
61	7	47,245	48,795	50,436	52,145	54,903	58,936	62,629	65,819	69,238	72,803	7												
62	8	48,060	49,661	51,348	53,125	55,952	60,099	63,905	67,187	70,696	74,344	8												
63	9	48,887	50,527	52,259	54,105	56,999	61,261	65,181	68,554	72,154	75,886	9												
64	10	49,706	51,394	53,171	55,085	58,048	62,424	66,457	69,921	73,614	77,428	10												
65	11	50,527	52,259	54,082	56,066	59,096	63,586	67,733	71,289	75,072	78,970	11												
66	12	51,347	53,125	54,994	57,045	60,145	64,748	69,010	72,656	76,530	80,511	12												
67	13	52,168	53,991	55,906	58,025	61,193	65,910	70,286	74,024	77,989	82,053	13												
68	14	52,989	54,857	56,817	59,005	62,241	67,073	71,563	75,391	79,447	83,594	14												
69	15	53,808	55,526	57,729	59,985	63,289	68,235	72,838	76,758	80,906	85,137	15												
70							69,397	74,113	78,125	82,365	86,680	16												
71																								
72																								
73																								
74																								
75																								
76																								

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
83																									
84																									
85																									
86																									
87																									
88																									
89																									
90																									
91																									
92																									
93																									
94																									
95																									
96																									
97																									
98																									
99																									
100																									
101																									
102																									
103																									
104																									
105																									
106																									
107																									
108																									
109																									
110																									
111																									
112																									
113																									
114																									
115																									
116																									
117																									
118																									
119																									
120																									
121																									
122																									
123																									
124																									
125																									
126																									
127																									
128																									
129																									
130																									
131																									
132																									
133																									
134																									
135																									
136																									
137																									
138																									
139																									
140																									
141																									
142																									
143																									

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
146	DATE	21-Jun-2000	NEGOTIATIONS WORK SHEET	PROPOSAL #																				
147		BASE YEAR	BASE	YEAR 1	YEAR 2																			
148		1999.00	2000.01	2001.02																				
149	HEALTH INSURANCE	# PEOPLECOST																						
150	SINGLE	140.43	9	15,166	0	0																		
151	FAMILY	140.43	8	10,111	0	0																		
152	Retiree	140.43	3	5,055	0	0																		
153	TOTAL			30,333	0	0																		
154	DENTAL INSURANCE																							
155	SINGLE	27.02	8	2,594	0	0																		
156	FAMILY	27.02	6	1,945	0	0																		
157				4,539	0	0																		
158				BASE	2000.01	2001.02																		
159				70,070	75,123	78,125																		
160	FICA MAX			68,400	76,800	81,000																		
161	Adjusted salaries			1,670																				
162	FICA	0.06200		52,717	0.06200	57,411	0.06200	61,241																
163	FICA MEDICAL	0.01450		12,353	0.01450	13,427	0.01450	14,323																
164	TRA	0.05000		27,775	0.05000	30,208	0.05000	32,237																
165	PERA	0.05180		15,356	0.05550	17,861	0.05930	20,341																
166	WORK COMP	0.00543		4,626	0.00690	6,389	0.00690	6,816																
167	LTD	0.00288		2,454	0.00288	2,662	0.00288	2,840																
168	SICK LV																							
169	LIFE INS	0.000085		1,632	0.00010	1,920	0.000100	1,920																
170	BASE	100,000		100,000	100,000	100,000																		
171	Retirees	480		480	480	480																		
172	HOURS	32,936																						
173																								
174																								
175																								
176																								
177																								
178																								
179																								
180																								
181																								
182																								
183																								
184																								
185																								
186																								
187																								
188																								
189																								
190																								
191																								
192																								
193																								
194																								
195																								
196																								
197																								
198																								
199																								
200																								
201																								
202																								
203																								
204																								
205																								
206																								
207																								
208																								
209																								
210																								
211																								
212																								
213																								
214																								
215																								
216																								
217																								
218																								
219																								
220																								
221																								
222																								
223																								
224																								

MEMORANDUM P 00.152

TO: Dr. Larry Nybladh

FROM: Robert Lacher *R. Lacher*

DATE: June 20, 2000

SUBJECT: 2000-2002 Confidential Secretaries Agreement

The representative of the Confidential Secretaries Association and I have reached an agreement for the 2000-2002 contract years. Employees working prior to May 1, 2000 will earn one step and we increased each step by .49 cents the first year and .78 cents the second year.

TOTAL PACKAGE COSTS FOR 2000-2002

	1999-2000 (BASE)	2000-2001	2001-2002
Wages	88,338.00	92,419.00	98,311.00
Benefits	13,902.00	15,136.00	16,509.00
TOTAL PKG	102,239.00	107,554.00	114,819.00
% INCREASE		5.20%	6.75%

PAGE 6. Section 3.

Subd. 1. Emergency Leave - Leave will be granted with pay for up to four (4) days per incident in the event of a death or serious illness in the immediate family of the employee. The immediate family shall include spouse, child, son-in-law, daughter-in-law, parent, father-or-mother-in-law, sibling, grandchild, or grandparents.

Subd. 2. Extended Family Leave - Emergency Leave may be extended by the Superintendent or his/her designee. The decision to extend the leave will not be subject to the grievance process.

Subd. 3. In the event of a death of a brother-in-law, sister-in-law, aunt, uncle, niece, nephew, cousin, up to three (3) days with pay will be granted.

Subd. 4. In the event of a death of a close friend or neighbor one (1) day will be granted.

Subd. 5 Emergency Leave will be deducted from sick leave.

Revise salary schedule by adding a step and crossing off a step each year and for 2001-2202 rerumber the steps.

2000-2001	2001-2002
1-2	
3	0
4	1
5	2
6	3
7	4
8	5
9	6
10	7
11	8
12	9
13	10
14	11
15	12
16	13
17	14
18	15

Suggested Resolution: Move to approve the total package and language changes as presented for the 2000-2002 Confidential Secretaries' Master Agreement.

RL:sh

Attached: Spread Sheet Dated June 16, 2000

STEPS	99.00	2080.00	STEPS	0.49 FI	01.02	0.78	Renumber	1.27 0.32
	B24		B24		B24		STEPS	\$1.59
1	12.15	25,272	1					
2	12.31	25,605	2	12.80	1-2			
3	12.48	25,958	3	12.97	3	13.75	0	
4	12.64	26,291	4	13.13	4	13.91	1	
5	12.80	26,624	5	13.29	5	14.07	2	
6	12.96	26,957	6	13.45	6	14.23	3	
7	13.13	27,310	7	13.62	7	14.40	4	
8	13.29	27,643	8	13.78	8	14.56	5	
9	13.45	27,976	9	13.94	9	14.72	6	
10	13.61	28,309	10	14.10	10	14.88	7	
11	13.78	28,662	11	14.27	11	15.05	8	
12	13.94	28,995	12	14.43	12	15.21	9	
13	14.10	29,328	13	14.59	13	15.37	10	
14	14.26	29,661	14	14.75	14	15.53	11	
15	14.43	30,014	15	14.92	15	15.70	12	
16	14.59	30,347	16	15.08	16	15.86	13	
17	14.75		17	15.24	17	16.02	14	
18	14.91		18	15.40	18	16.18	15	

CW Adjustme 0.00
Line #

0.00					99.00								00.01				01.02			
1	Retirement	CLASS	POSITION	LAST NAM	STEP	SALARY	Annual	\$ Inc.	% Inc.	Step	SALARY	\$ Inc.	% Inc.	Step	SALARY	Annual Y2	2080			
2																				
3	PERA	B24	Business																	
4	PERA	B24	Personnel	Hegna	16	14.59	30,347.20	0.65	4.48%	17	15.24	0.94	6.17%	15	16.18	33,665	1,361.26			
5	PERA	B24	Payroll	Bauer	11	13.78	28,662.40	0.65	4.75%	12	14.43	0.94	6.52%	10	15.37	31,980	1,361.26			
6	PERA	B24	Superintend	Morris	13	14.10	29,328.00	0.65	4.64%	14	14.75	0.95	6.45%	12	15.70	32,666	1,361.27			
7																				
8		3	Total			42.47		1.96	4.62%		44.43	2.83	6.38%		47.26					
9			Average			14.16					14.81				15.75					

11	HEALTH INSURANCE	BASE YEAR	BASE	YEAR 1	YEAR 1	YEAR 2
12		99			110.00%	99.00
13	Board Contributions	Rates	# PEOPLE	COST	Rates	# PEOPLE
14	HEALTH INSURANCE					
15	PPO	144.05	0	0	117.86	0
16	Retiree	144.05	0	0	117.86	0
17						
18	TOTAL		0	0		0
19						
20	WORK COMP	0.00446		394	0.0069	638
21	LTD	0.00288		254	0.00288	266
22	SICK LV			0		0
23	FICA MAX			68,400		76,800
24			# Over Max			
25			\$	64,400		0
26	FICA	0.062		5,477	0.062	5,730
27	SS Medical	0.0145		1,281	0.0145	1,340
28		0.0765				
29	TOTAL FICA			6,758		7,070
30	PERA	0.0518		4,576	0.055	5,083
31	LIFE INS	0.000085		153	0.000128	230
32	BASE	50,000			50,000	50,000
33	WAGES					
34	HOURS	6,240			6,240	6,240
35						
36		BASE YR	YEAR 1 COST	TOTAL	YEAR 2 COST	TOTAL
37		COST	\$	COST	\$	COST
38		99	INC	INC	INC	01.02
39	WAGES	88,338	4,081	92,419	5,892	98,311
40	SCHEDULE		4.62%		6.38%	
41						

30

42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81

12

SUB TOTAL	88,338	4,081	4.62%
FRINGES			
DEFERRED COMP	1,767	82	4.62%
Retire Health Ins	0	0	ERR
Work Comp	394	244	61.86%
Ltd	254	12	4.62%
FICA	6,758	312	4.62%
PERA	4,576	507	11.08%
Life Ins	153	77	50.59%
Sub Total	13,902	1,234	8.88%
GRAND TOTAL	102,239	5,315	5.20%
AVG WAGE			
YEAR	29,446	1,360	4.62%
MONTH	2,454	113	4.62%
DAY	113.25	5.23	4.62%
HOUR	14.16	0.65	4.62%
AVG FRINGE			
YEAR	4,634	411	8.88%
MONTH	386	34	8.88%
DAY	17.82	1.58	8.88%
HOUR	2.23	0.20	8.88%
TOTAL \$			
YEAR	34,080	1,772	5.20%
MONTH	2,840	148	5.20%
DAY	131.08	6.81	5.20%
HOUR	16.38	0.85	5.20%
2 YEAR GRAND TOTAL			
YEAR			
MONTH			
DAY			
HOUR			

92,419	5,892	6.38%	98,311	11.00%
FRINGES				
1,848	118	6.38%	1,966	
0	0	ERR	0	
638	41	6.38%	678	
266	17	6.38%	283	
7,070	451	6.38%	7,521	
5,083	747	14.69%	5,830	
230	0	0.00%	230	
15,136	1,373	9.07%	16,509	
107,554	7,265	6.75%	114,819	11.95%
AVG WAGE				
30,806	1,964	6.38%	32,770	
2,567	164	6.38%	2,731	
118.49	7.55	6.38%	126.04	
14.81	0.94	6.38%	15.75	
AVG FRINGE				
5,045	458	9.07%	5,503	
420	38	9.07%	459	
19.40	1.76	9.07%	21.16	
2.43	0.22	9.07%	2.65	
TOTAL \$				
35,851	2,422	6.75%	38,273	
2,988	202	6.75%	3,189	
137.89	9.31	6.75%	147.20	
17.24	1.16	6.75%	18.40	
2 YEAR GRAND TOTAL				
	12,580			
	4,193	11.95%		
	349	11.95%		
	16.13	11.95%		
	2.02	11.95%		

DISK.97NEG :SUPRF98"

MEMO #: P.00.158

TO: Dr. Larry P. Nybladh, Supt.

FROM: Robert Lacher, Asst. Supt. - Human Resources

DATE: June 22, 2000

RE: 2000-02 Administrators' Agreement



The following is the agreement which has been reached with members of the Administrator's Association for 2000-2002.

TOTAL PACKAGE COSTS FOR 2000-2002

	<u>1999-00</u>	<u>2000-01</u>	<u>2001-02</u>
Wages	157,692	164,235	172,000
Benefits	20,106	22,482	23,986
TOTAL PKG	177,798	186,697	196,974
% INCREASE		5.00%	5.57%

Suggested Resolution: Move to approve the total package as presented for the 2000-2002 Administrators' Master Agreement.

RL:jg

MEMO # B00274

JUN 16 2000

TO: Dr. Nybladh

FROM: Beth Astrup *B. Astrup*

DATE: June 16, 2000

SUBJECT: Probstfield and Edison Elementary Playgrounds

Foss Associates has prepared the bid documents for the new playgrounds at Probstfield and Edison Elementary Schools. The estimated cost of the project in the Annual Operating Plan is \$145,000 for Probstfield School and \$90,000 for Edison School. The estimate includes the play structure and also site work that will be done to try to alleviate the drainage problems in the field east of the school building at Probstfield. Please see attached memo from Foss Associates.

Suggested Resolution: Move to approve the bid documents for the playgrounds at Probstfield Elementary School and Edison Elementary School as prepared by Foss Associates and direct administration to move forward with the bid process as defined in Mn Statute 123B.52.

Foss Associates

Architecture &
Interiors

June 13, 2000

Ms. Beth Astrup
Assistant Superintendent – System Support
Independent School District #152
810 4th Avenue South
Moorhead, MN 56560

Re: Probstfield Elementary Playground
Edison Elementary Playground
Independent School District #152
Moorhead, Minnesota #0010-01

Dear Ms. Astrup:

Foss Associates in association with Earl F. Anderson, Landscape Architects, have been working with Ann Moyano and Kevin Kopperud on development of new playgrounds for their respective schools. Our first planning meeting was April 26th with follow up meetings on May 24th and June 8th. Enclosed are 8½"x11" drawings for each site.

Estimated cost for each site is as follows:

Probstfield Elementary	\$100,500.00
Edison Elementary	\$ 85,200.00

Our schedule is to have Bidding Documents completed June 23rd; Board approval June 26th; bids to be received on July 18th.

We would anticipate sitework would be completed by the start of school and playground equipment installed by mid September.

Sincerely,

Foss Associates

By 

William Cowman, AIA
Architect

C: Orv Kaste

218-236-1202

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

JUN 16 2000

MEMO # B00273

TO: Dr. Nybladh

FROM: Beth Astrup *B. Astrup*

DATE: June 16, 2000

SUBJECT: Bid Award - Fire Alarm System Upgrade at Townsite Centre

Bids were opened Thursday, June 8, 2000 for the Fire Alarm System Upgrade at Townsite Centre. The tabulation of bids is attached along with the recommendation from Foss Associates.

The low bid meeting specifications is \$31,851 which was received by Magnum Electric, Inc. The total estimated cost of the project was \$45,000 is covered by Health and Safety funding.

Suggested Resolution: Move to award the Fire Alarm System Upgrade Project at Townsite Centre to Magnum Electric, Inc. in the amount of \$31,851.

Foss Associates

Architecture &
Interiors

June 13, 2000

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

Re: Fire Alarm System Upgrade
Townsite Center
Independent School District No. 152
Moorhead, Minnesota #9900.06

Dear Ms. Astrup:

Bids were received on June 8, 2000 at 2:00 p.m. for the subject project, publicly opened and read aloud. A copy of the bid tab is attached.

Magnum Electric, Inc. of Moorhead is the apparent low bidder for all work with a Base Bid of \$31,851.00. We have talked to Mr. Richard Beaton, President of Magnum Electric, and he noted calendar days for completing the work shall be 60.

We recommend a contract be issued to Magnum Electric, Inc. for Base Bid – All Work in the amount of \$31,851.00.

Sincerely,

Foss Associates

By 

William Cowman, AIA
Architect

c: Orv Kaste
Ulteig Engineers

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

FIRE ALARM SYSTEM REPLACEMENT
TOWNSITE CENTER
INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

FOSS ASSOCIATES
Architecture & Interiors
Moorhead, Minnesota

PROJECT NO. 9900.06

BID OPENING: June 8, 2000

Electrical Contractors	A d d e n d u m	S e c u r i t y	Cal. Days	Base Bid - All Work
A-Mega-G Electric Fargo, North Dakota	X	X	60	\$38,860.00
CB & Sons Electric Moorhead, Minnesota	X	X	120	\$42,080.00
Dakota Electric Construction Fargo, North Dakota				NO BID
Fire Fighter/Detect Alarm Alexandria, Minnesota				NO BID
Fritz Electric Fargo, North Dakota	X	X	With General	\$36,100.00
Magnum Electric, Inc. *	X	X	---	\$31,851.00
Modern Electric Fargo, North Dakota	X	X	90	\$40,188.00
Moorhead Electric Moorhead, Minnesota				NO BID
Rick Electric, Inc. Moorhead, Minnesota				NO BID
Rickard Electric, Inc. Fargo, North Dakota				NO BID
Ron's Electric Fargo, North Dakota	X	X	45	\$51,620.00

* Apparent low Bidder



Moorhead Public Schools

TO: Dr. Larry P. Nybladh

FROM: Dan Markert

DATE: 6/19/00

RE: Telephone System

Please find attached a timeline that details the research and work the district has put forth towards rectifying the long standing issue of improving telephone access for employees and the public. Also included is the telephone system "feature set" that was developed by members of administration, faculty, staff and community. The system feature set was approved by district and building technology committees and used as an outline for developing a Request for Proposal.

The technology department has been working with the vendor to reduce system installation costs as well as securing funding from other revenue resources. After downsizing the project 50 phones, switching the digital handset to a non-speakerphone model and delaying the Lincoln location installation, system costs were lowered \$50,000. The updated Telephone System costs are \$485,500.

In addition, supervisors of other revenue sources have been contacted and agreed to contribute funds from their budgets towards this project. Contributions to this project for FY 00/01 total over \$105,000 and another \$7,000 has been written into a grant that the district will receive confirmation on in July.

The installation of the new system is contingent on providing a relatively constant temperature and "groomed" electrical power at each PBX location. To proceed with this project the district will have to upgrade the electrical infrastructure in the Senior High School and install a dedicated Air Conditioning (AC) unit in the district's Wide-Area-Network Main Distribution Closet. The AC project, which was planned as part of the PBX project, has a bid price of \$15,000.

The electrical upgrade needed at the Senior High was discovered as part of an electrical study the technology department initiated in response to "phantom" computer workstation and server problems at the Senior High. The study completed by Ulteig Engineering shows that the current Senior High facility's internal electrical infrastructure is under sized, over taxed and not compatible with computer technology. Ulteig's study outlines a course of action to rectify the electrical problems in three phases. Each phase is comprised of one floor of the Senior High building and each phase has an estimated cost of \$40,000-\$45,000. To proceed with the phone project, the second floor phase would have to be completed.

SUGGESTED RESOLUTION: Move to recind the January 6, 2000 Telephone Equipment bid award to Corporate Technologies.

SUGGESTED RESOLUTION: Move to approve the Telephone System bid award to Corporate Technologies in the amount of \$485,000 and direct administration to proceed with HVAC and electrical upgrades at the Senior High School.

Telephone System Timeline

- Five-year Educational Plan -- Remove barriers to school and family partnerships August 1997
(#1 ranked priority to expand communication is to install telephone lines and voice mail service for staff members--page 58 - Suggested completion date September 1998--page 21)
- Technology Plan developed and presented to school board September 1998
(Seven-year lease for new District Telephone system included--budget item/implementation Fall 2001)
- Consultant is hired to design and develop a RFP for district Wide-Area-Network April 1998
(Provisions for Voice and Video Network included within the WAN RFP)
- Fiber Optics Wide-Area-Network constructed, configured and completed January 1999
(All district computers connected to the internet; e-mail and file service provided to staff and students)
- Superintendent requests outline of "new" PBX installation February 1999
- Initial Planning for District Digital Integrated Telephone System begins April 1999
(Central Office Technical Staff review PBX features, study pros & cons of analog vs. digital system)
- Plans revealed at Administrative Meetings to pursue a new Telephone System August 1999
(Plan to solicit input from stake holders outlined)
- CARE Team and EA request Emergency telephone access from classroom September 1999
(Temporary solution agreed to and implemented)
- Multiple Meetings held with "key" members of district staff October 1999
(List of desirable PBX features developed) **See Attached **
- District Technology Committee discusses proposed PBX system November 1999
(Committee approves the list of PBX features developed and reports information back to building committees)
- Central Office Technology Staff select PBX consultant to develop RFP November 1999
(Greg Frederick of Lesmeister and Associates designs RFP based on feature set provided)
- Technology Department learns of changes in E-Rate application process December 1999
(Application Deadline changed by SLC from March to January/Lease purchase not an option now)
- Proposed PBX System bid let December 1999
(Timeline moved up 45 days because of January E-Rate deadline)
- School Board awards PBX bid to Corporate Technologies contingent on E-Rate January 2000
(District anticipates receiving \$120,000 in E-Rate reimbursement as district qualifies at the 49% level)
- E-Rate Application window closes/Record number of applications received January 2000
(Record amount of money requested requiring SLC to enforce all funding guidelines)
- Technology Department completes SLC requests/E-Rate Application accepted February 2000
(Appeal filed with SLC regarding the change of Enhanced-911 reimbursement qualification)
- Technology Department receives notification of E-Rate reimbursement April 2000
(Local and Long distance access reimbursement awarded--\$60,000. No funds available for New PBX)
- Telephone System bid is "downsized" to reflect staffing & configuration changes May 2000
(Changes result savings of \$50,000)
- District Technology Committee convenes to discuss PBX & laptop funding options May 2000
(Committees members bring information back to buildings/staff supports moving forward with PBX purchase)
- Telephone system options presented to Central Office Team June 2000

Pending board approval....

- Final Telephone Handset locations and numbers assigned/Equipment ordered June 2000
- Cabling construction and PBX installation begins July 2000
- Training provided for all district staff August workshops 2000
- Final PBX Construction completed Prior to November 2000

Digital PBX Feature Plans

- System will be fully digital (allows every phone to multi-line, multi-function phone and future integration with pagers, fax and email).
- Direct 4 digit extension for all district telephones (exceptions leased facilities??)
- System transparency between locations
- Ability to handle minimum of 24 simultaneous conversations between remote sites and outside world and unlimited calls within the building.
- Direct-In-Dial access to all classroom extensions
- Voice mail capabilities for all district telephones (VM Box accessible from any telephone worldwide)
- Ability to setup VM groups to record a message once and automatically route to entire group (similar to e-mail groups)
- Any telephone can forward, hold or transfer a call to any other internal or external number.
- Teacher controls Do NOT Disturb on or off from within the classroom
(Buildings still have ring through to classroom override capabilities)
- LEDs indicate voice mail is waiting
- Ability to control Long distance by handset and/or by code.
- Ability to Call Forward to personal greeting from busy signal or no answer
- Ability to Call Forward to another extension or even remote location
- Enhanced-911 networking capability
- Least Cost Routing (currently not an issue locally, but capability is there)
- Date & Time Stamp on all VoiceMail messages
- Receipt Verification (similar to return receipt on email)
- General information announcements voice mail boxes - extracurricular, lunch menu, directions, weather related, daily announcements...
- "Homework Hotline" capabilities for teachers
- FAX Machine capable with 4-digit extension FAXing of in-house documents
- Ability to Integrate with other Community Businesses Telephone Systems
- Ability to Integrate with other local schools & non-profit Telephone Systems
- Robust call accounting system (Ability to track every incoming/outgoing call by extension).
- Compatible with external Loud rings/strobes (Used in shops, weightroom, etc.)
- Caller ID capable system
- Hands-free headsets for office secretarial staff.
- Will integrate with and expand the TSSI sub-calling system.
- Will have "Telephony" application capabilities. Ability to have users sign-up and receive outbound calls (ex: A family may register for storm announcements and they would automatically receive a call when school is closed or delayed).

NOTES:

The system is designed to function without a SWITCHBOARD operator, but SWITCHBOARD operators will remain initially during the installation/transition to the "new" PBX.

MEMO# B00275
TO: Dr. Nybladh
FROM: Beth Astrup *B. Astrup*
DATE: June 22, 2000
SUBJECT: Worker's Compensation Insurance

The current Worker's Compensation policy will expire on June 30, 2000. Quotes were received by two companies for the renewal period of July 1, 2000 - June 30, 2001. The District is currently insured by the American Compensation Insurance Co. (RTW) and they provided a quote of \$99,174 for the upcoming renewal period. Western National Insurance Company gave the District a quote of \$73,755.

Western National Insurance Company provides Worker's Compensation Insurance for many other districts in Minnesota. I contacted a few of these districts, all of which were pleased with the service provided by Western National Insurance Company. They offer similar services to the District's current carrier. Jerald Munighan of Reidman Insurance will be the local agent for the policy.

Based on the information provided above, I would recommend that the District contract with Western National Insurance Company for their Worker's Compensation Insurance coverage for the period of July 1, 2000 - June 30, 2001. The new rate will be approximately 25% less than what the District is currently paying for Worker's Compensation Insurance.

Suggested Resolution: Move to approve Western National Insurance Company as the provider of the District's Worker's Compensation Insurance effective July 1, 2000.

3-mg-B05
min
7-17-00

INDEPENDENT SCHOOL DISTRICT #152

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

July 17, 2000

5:00 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 _____

2. CLOSE PUBLIC MEETING: Foss

Suggested Resolution: Move to close the public meeting at _____ p.m. pursuant to M.S. 471.705 to conduct the Superintendent's mid-year assessment.

Moved by _____ Seconded by _____
Comments _____

SCHOOL BOARD AGENDA - July 17, 2000
PAGE 2

3. **OPEN PUBLIC MEETING:** Foss

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

Moved by _____ Seconded by _____

Comments _____

4. **ADJOURNMENT**

INDEPENDENT SCHOOL DISTRICT #152

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

July 17, 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. Matters Presented by Citizens/Other Communications
(Non-Agenda Items)

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

S-Mg-BOS
min
7-17-00

SCHOOL BOARD AGENDA - July 17, 2000
PAGE 2

A. MEETING DATE, TIME AND LOCATION

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

Moved by _____ Seconded by _____
Comments _____

B. SCHOOL BOARD COMPENSATION

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

Moved by _____ Seconded by _____
Comments _____

C. COMMITTEE APPOINTMENTS

Pages 8-12

Suggested Resolution: Move to approve the committee appointments for the 2000-2001 school year.

Moved by _____ Seconded by _____
Comments _____

3. **CONSENT AGENDA**

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

SCHOOL BOARD AGENDA - July 17, 2000

PAGE 3

- A. TEACHING/LEARNING MATTERS - Kovash
 - (1) Acceptance of Grants - Pages 13-20
 - (2) Acceptance of Gifts - Page 21
- B. SYSTEM SUPPORT MATTERS - Astrup
 - (1) Approval of Resolution for Investment of Excess Funds - Pages 22-23
 - (2) Approval of Authorized Staff to Indicate Financial Transactions - Pages 24-25
 - (3) Approval of 1999-2000 Official Depositories - Page 26
 - (4) Approval of Resolution Authorizing Payment of Goods and Services - Pages 27-28
 - (5) Approval of Collection of NSF Checks - Page 29
- C. HUMAN RESOURCE MATTERS - Lacher
 - (1) Approval of New Employees - Page 30
 - (2) Approval of Change in Contract - Page 31
 - (3) Acceptance of Resignations - Page 32
 - (4) Approval of Rehire - Page 33
- D. SUPERINTENDENT MATTERS - Anderson
 - (1) Approval of Official Newspaper - Page 34
 - (2) Approval of Legal Services - Page 35
 - (3) Approval of Minnesota School Boards Association Membership - Pages 36-39
 - (4) Approval of Lakes Country Service Cooperative Service Agreement - Pages 40-43
 - (5) Approval of June 12 and 26, 2000 Minutes - Pages 44-55
 - (6) Approval of July Claims

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

Moved by _____ Seconded by _____

Comments _____

4. COMMITTEE REPORTS

SCHOOL BOARD AGENDA - July 17, 2000

PAGE 4

5. **BID AWARD OF 2000-2001 MILK AND BREAD BIDS:** Astrup

Pages 56-59

Suggested Resolution: Move to approve the low bidders for the Milk and Bread bid to:

Moved by _____ Seconded by _____

Comments _____

6. **STAFF DEVELOPMENT CALENDAR:** Kovash

Pages 60-62

Suggested Resolution: This recommendation has been approved by representatives from the calendar committee and Education Moorhead. Move to amend the 2000-2001 school calendar to include three staff development days as allowed in Section 1, 120A.41. The staff development days will be October 18, January 2 and April 12.

Moved by _____ Seconded by _____

Comments _____

7. **PROFILE OF LEARNING VOTE:** Kovash

Pages 63-66

Suggested Resolution: Move to approve the 2000-2001 plan for the number and name of required standards to be scored and reported to the Commissioner of Education.

Moved by _____ Seconded by _____

Comments _____

8. **MOORHEAD HIGH SCHOOL ACTIVITIES ADDITIONAL GAMES PROPOSAL:**

Nybladh

Pages 67-68

Suggested Resolution: Move to approve the Additional Games Proposal as presented.

Moved by _____ Seconded by _____

Comments _____

SCHOOL BOARD AGENDA - July 17, 2000

PAGE 5

9. **COMMUNICATIONS SERVICES BID AWARD:** Astrup/Markert

Pages 69-72

Suggested Resolution: Move to approve the Communication Services bid award to 702 Communications of Moorhead.

Moved by _____ Seconded by _____
Comments _____

10. **PLAYGROUND BID AWARDS:** Astrup

Page 73

Suggested Resolution: Move to approve the playground bid awards as presented.

Moved by _____ Seconded by _____
Comments _____

11. **RESOLUTION OF GRIEVANCE - READING RECOVERY TEACHERS:** Nybladh

Pages 74-75

Suggested Resolution: Move to approve the agreement for the Resolution of Grievance for Additional Days for Reading Recovery Teachers Filed by Education Moorhead on 11/29/99 as presented.

Moved by _____ Seconded by _____
Comments _____

12. **RESOLUTION OF GRIEVANCE - SICK LEAVE:** Nybladh

Pages 76-77

Suggested Resolution: Move to approve the agreement for the Resolution of Grievance for Sick Leave for Sean Daly Filed by Education Moorhead on 01/21/00 as presented.

Moved by _____ Seconded by _____
Comments _____

SCHOOL BOARD AGENDA - July 17, 2000

PAGE 6

13. SCHOOL BOARD'S ANNUAL GOALS FOR 2000-2001: Foss

Page 78

Suggested Resolution: Move to approve the School Board's Annual Goals for 2000-2001 as presented.

Moved by _____ Seconded by _____

Comments _____

14. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

15. 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 _____

16. OPEN PUBLIC MEETING: Foss

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

Moved by _____ Seconded by _____

Comments _____

17. 2000-2002 PRINCIPALS' ASSOCIATION AGREEMENT: Nybladh

Pages 79-85

Suggested Resolution: Move to approve the Principals' Association agreement for the next two years, 2000-2002 with the proposed language changes. The total cost increase is \$95,795 over the two years for 10 principals.

Moved by _____ Seconded by _____

Comments _____

18. ADJOURNMENT

SCHOOL BOARD AGENDA - July 17, 2000**PAGE 7****CALENDAR OF EVENTS**

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
ECFE	6/12-6/30 7/10-7/28 8/7-8/25	Varies	Lincoln
Basic Standards Classes	6/12-7/20 M-Thurs	7:30-9:40 am 9:50-12:00 pm	MJH MJH
Migrant School	6/12-7/21	8-5 pm	Probstfield
Beginnings	6/12-6/29 8/7-8/24 M-Thurs	9-11:30 am	Lincoln
ESY - Spec. Ed.	6/12-7/27 T, W, Thurs	7:45-12:15	Probstfield Robert Asp
Excel Summer Programs	6/13-7/20 T, W, Thurs	8-12	Probstfield
School Board	August 14	7 pm	Townsite
School Board	August 28	7 pm	Townsite
K-12 Teacher Workshops	August 29, 30, 31		District-wide
K-12 Teacher Workshops	September 1		District-wide
K-12 Classes Begin	September 5		

INDEPENDENT SCHOOL DISTRICT #152

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

August 14, 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 Pam Enz, Jim Lund and students in the Coral Web Studio for their work on developing and maintaining the Moorhead School District's nationally award-winning Web site. In July, the district Web site was named a national Award of Excellence winner in the School District -- Internet Web Site category in the 2000 Publications and Electronic Media Contest sponsored by the National School Public Relations Association (NSPRA).

SCHOOL BOARD AGENDA - August 14, 2000

PAGE 2

The district's site was one of six Award of Excellence winners in the national contest. The district was recognized at the NSPRA National Seminar in San Antonio, Texas, in July and received a plaque acknowledging this distinguished achievement.

The Moorhead School District's site is at www.moorhead.k12.mn.us.

- 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 Grant - Pages 8-11
 - (2) Approval of Juvenile Center Clerical Contract - Pages 12-15
 - (3) Approval of Contract Agreement - Page 16-17
- B. SYSTEM SUPPORT MATTERS - Astrup
 - (1) Voyager Lease - Moorhead Seventh-day Adventist Church - Page 18
- C. HUMAN RESOURCE MATTERS- Nielsen
 - (1) Change in Contract - Page 19
 - (2) Family Medical Leave - Page 20
 - (3) Leave of Absence - Page 21
 - (4) New Employees - Page 22-23
 - (5) Rehires - Page 24
 - (6) Resignations - Page 25

SCHOOL BOARD AGENDA - August 14, 2000

PAGE 3

D. SUPERINTENDENT MATTERS - Nybladh

- (1) Approval of July 17 Special and Regular Meeting Minutes - Pages 26-34
- (2) Approval of August 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.)

Lynne Kovash will discuss Basic Standards Testing.

5. SCHOOL BUS PURCHASE: Astrup

Pages 35-37

Suggested Resolution: Move to approve the purchase of two school buses from North Central Coach in the amount of \$57,874.80 each.

Moved by _____ Seconded by _____

Comments _____

6. MOORHEAD PUBLIC SERVICE SIGNAGE: Astrup

Pages 38-41

Suggested Resolution: Move to allow Moorhead Public Service to place the proposed three by six foot sign below the scoreboard on the football field of the Moorhead Senior High School.

Moved by _____ Seconded by _____

Comments _____

SCHOOL BOARD AGENDA - August 14, 2000

PAGE 4

7. **ALTERNATIVE EDUCATION TASK FORCE REPORT**: Kovash

Pages 42-66

Suggested Resolution: Move to accept the alternative education task force report as presented.

Moved by _____ Seconded by _____

Comments _____

8. **2000-2002 PRINCIPALS' ASSOCIATION AGREEMENT**: Nybladh

Pages 67-79

Suggested Resolution: Move to approve the Principals' Association agreement for the next two years, 2000-2002 with the proposed language changes. The total cost increase is \$95,795 over the two years for 10 principals.

Moved by _____ Seconded by _____

Comments _____

9. **MSBA BOARD STANDARDS**: Foss

Page 80

Suggested Resolution: Move to adopt the Minnesota School Board Association standards for board members.

Moved by _____ Seconded by _____

Comments _____

10. PUBLIC HEARING ON PROPOSED PROPERTY TAXES FOR TAXES PAYABLE

IN 2001: Astrup

Page 81

Suggested Resolution: Move to approve Thursday, November 30, 2000, 7:00 p.m. for initial hearing. Monday, December 11, 2000, 7:00 p.m. for continuation if necessary.

If the hearing is completed on November 30, 2000, will recommend adoption of final levy on Monday, December 11, 2000.

Moved by _____ Seconded by _____
Comments _____

11. PROFILE OF LEARNING VOTE - YES PROGRAM - Kovash

Page 82-83

Suggested Resolution: Move to approve the Youth Educational Services Profile of Learning proposal to require 24 standards for graduation.

Moved by _____ Seconded by _____
Comments _____

12. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

13. ADJOURNMENT

SCHOOL BOARD AGENDA - August 14, 2000**PAGE 6****CALENDAR OF EVENTS**

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
August Academy	8 1-25	Varies	Varies
ECFE	8 7-8 25	Varies	Lincoln
Beginnings	8 7-8 24	9-11:30 am	Lincoln
	M-Thurs		
Freshman Orientation	8 16-17 & 21-24	8:30 am - 2:30 pm	Senior High
Junior High Students Parents	8 21-23	7 am - 3 pm	Junior High
Pick Up Orientation Materials and Schedules			
Summer Orchestra	8 21-25	9 am - 3 pm	Senior High
Substitute Training	August 17	8 am - 4 pm	Art Shop
Washington PTAC Meeting	August 21	6:30 pm	Washington Library
Bus Route Information	August 27		Forum
published in The Forum			
New Staff Inservice Day	August 28		
School Board	August 28	7 pm	Townsite
K-12 Teacher Workshops	August 29, 30, 31		District-wide
Back to School Night	August 30	6:30 - 8 pm	Robert Asp
Registration	August 30	8 am - 8 pm	RRALC
Back to School Open	August 30	2 - 8 pm	RRALC
Back to School Night	August 31	5:30 - 6:30 pm	Edison
Book Fair	August 31	5:00 - 7:30 pm	Edison
Back to School Night	August 31	5:30 - 7 pm	Probstfield
Back to School Night	August 31	5:30 - 7 pm	Riverside

SCHOOL BOARD AGENDA - August 14, 2000
PAGE 7

Back to School Night	August 31	5:30 - 7 pm	Washington
Back to School Night	August 31	5 - 6:30 pm	Junior High
Back to School Night	August 31	6:30 - 8 pm	Senior High
K-12 Teacher Workshops	September 1		District-wide
K-12 Classes Begin	September 5		
School Board	September 11	7pm	Townsite
Fall Community Ed Classes	September 18		Varies
Begin			
School Board	September 25	7pm	Townsite

MEMO #: I-01-013



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Grant Acceptance
DATE: July 31, 2000

The district has received a \$37,382.00 grant from the Department of Children, Families & Learning for the Title I Delinquent Education program.

Moorhead received a score of 139 points and a priority rating of 4.0 (highest priority rating is 4.0). The Review Panel stated that the project description and need statement were well written.

SUGGESTED RESOLUTION: Move to accept the grant in the amount of \$37,382.00 from the Department of Children, Families & Learning for the Title I Delinquent Education Program.

LAK smw

Children, Families & Learning

June 14, 2000

Lynne Kovash
Moorhead School District
810 Fourth Avenue South
Moorhead, MN 56560-2800

Dear Ms. Kovash

Your 2000-2001 grant application for the Title 1 Delinquent Education program has been approved. Moorhead requested \$37,382 and was awarded \$37,382 dollars. The grant received a score of 139 points and a priority rating of 4.0 (highest priority rating is 4.0).

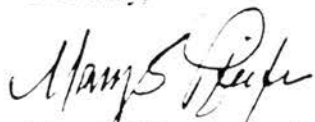
The Review Panel stated that the project description and need statement were well written. There was a clear focus. A challenge was the evaluation section. The project outcomes should be clear and strong. For your reference, attached is a portion of what should be included in the project description and how the evaluation component should align to this area. This would be good to share with the Homeless Education grantee as well.

We will be calling you within a few weeks to finalize your work plans. Once the work plans are processed, contracts will be implemented.

A workshop for all grantees will be scheduled sometime in early October. As we call to process work plans we will assess the best time for all of us to meet. Financial reporting, evaluation, monitoring, legal issues and work plans will be discussed.

If you have any questions please contact Tom Gray at 651-582-8282.

Sincerely,



Mary Pfeifer, Supervisor
Learner Options Division

cc: Deb Pender

1. The Project Description should include the program requirements.*

1. "carry out high quality education programs to prepare for secondary school completion, training and employment, or further education."
 - In 1999-2000 Mississippi Schools Delinquent Program (MSDP) served 197 students through the Plato 2000 Education Software program. Over a four-month period (average stay in program) students gained an average of 5.0 months in Language Arts, 13 months in Reading and 6.7 months in Math.
 - In 1998-1999 (most recent BST Data), 72% (n= 60) of students passed the reading portion and 63% (n=60) passed the math portion of the Basic Skills Tests (BSTs) at the Woodside Residential Facility.
2. "provide activities to facilitate the transition of Delinquent youth from the correctional program to further education or employment."
 - In 1998-1999 MSDP 243 (95%) students were transitioned (transition is defined as verified attendance of the delinquent student to another appropriate education or employment program or attainment of diploma or GED).
 - As of April 2000, 165 (95%) MSDP students were successfully transitioned.
3. "operate dropout prevention programs in local schools for youth at risk of dropping out of school and returning from correctional facilities."
 - For 1998-1999 79% (192 students) of students transitioned in that grant period are still in school, employed, or attained diploma/GED.
 - As of April 2000, 76% (125 students) of students transitioned this year are still in school, employed, or attained diploma/GED.

For goal 1 - Based on the above data the MSDP program proposes to implement the Northwest Evaluation Association (NWEA) Computerized Adaptive Testing Software. This software will allow a student to be pre & post-tested and assessed (three different times during a student's stay) in the areas of mathematics, language arts and reading. The pre & post-tests together with the assessments will be used to check for grade-gain, and if necessary, a modification can be made to the student's learning plan. The NWEA system will be integrated with the Plato 2000 software program as well.

For goals 2 & 3 - The MN Career Information System (MCIS) will be implemented to provide another resource to assist the student's capacity to succeed after they leave MSDP. In addition, with MSDP serving a large Ojibway student population, the Ojibway language and cultural efforts will be supplemented with a CD-ROM program. Through our program Coordinator's observations, embracing an individual's culture has been important for Native American students.

*(This example utilized actual data from a current Title I Delinquent Education project; however, integrate this request with your projects goals and objectives supplemented with Title I funds)

4. Provide a statement describing program evaluation.*

1. **"carry out high quality education programs to prepare for secondary school completion, training and employment, or further education."**
 - ✓ MSDP students will, over a four-month stay, average a gain of 6 months in language arts, 12 months in reading and 6 months in math through utilization of the Plato 2000 program.
 - ✓ MSDP students taking the BSTs at the Woodside facility will pass both the reading and math tests at a 60% rate.
 - ✓ MSDP students will all (100%) have an individualized learning plan, which includes NWEA assessments.
2. **"provide activities to facilitate the transition of Delinquent youth from the correctional program to further education or employment."**
 - ✓ MSDP students will, at a 95% rate, be successfully transitioned (verified by receiving school or employer) to the next education or employment program (or have attained diploma or GED).
 - ✓ MSDP students will, at a rate of 80%, participate in the newly implemented MCIS program. A student participant survey will be implemented to assess efficacy of implementation.
 - ✓ MSDP Ojibway students, at a rate of 70%, will utilize the language software program.
3. **"operate dropout prevention programs in local schools for youth at risk of dropping out of school and returning from correctional facilities."**
 - ✓ MSDP students transitioned will, at the rate of 70%, be in school one year after leaving the program.

MEMO #: I-01-012



TO: Dr. Larry Nyblad
FROM: Lynne Kovash *LK*
SUBJECT: Clerical Contract - Juvenile Center (2000-2001)
DATE: July 30, 2000

Attached are two copies of the contract for the clerical services for the school program at the West Central Regional Juvenile Center for the 2000-2001 school year. The school district is responsible for one half of the costs or \$15,365.00 which the district will be billed for quarterly in the amount of \$3,584.75.

SUGGESTED RESOLUTION: Move to approve the contract with West Central Regional Juvenile Center for clerical services and return a signed copy to the center.

LAK/smw
Attachment



July 11, 2000

Ms. Lynne Kovash, Ass't. Superintendent, Teaching Learning
Townsite Centre
810 4th Ave. No.
Moorhead, MN 56560

Dear Lynne:

Enclosed, please find two copies of the contract for clerical services for the school program at the West Central Regional Juvenile Center for the 2000-2001 school year.

There is a signature line for the School Board Chairperson. Also if administrative staff need to sign the agreement, feel free to add another signature line. We would like a signed copy returned to the Juvenile Center.

As we have done previously, we will bill the School District quarterly for one-half the cost of the clerical staff person. The cost breakdown is as follows:

Salary -	\$23,725.00
FICA -	\$1,471.00
Medicare -	\$344.00
PERA -	\$1,230.00
Insurance -	\$3,960.00

TOTAL	<hr/> \$30,730.00
-------	-------------------

The Districts share is \$15,365.00

Quarterly billings would be \$3,841.25

If you are in agreement with the terms of this contract, please sign both copies and return one to me. Also if you have any questions or are in need of further information, please let me know.
Thank you.

Sincerely,

A handwritten signature in dark ink, appearing to read "Barry Steen", with a long horizontal flourish extending to the right.

Barry Steen, Director
West Central Regional Juvenile Center

cc: Judie Lahlum
Deb Pender

Enclosure:

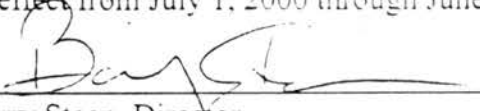
BS th

The following is an agreement between Independent School District #152, Moorhead and the West Central Regional Juvenile Center.

School District #152 agrees to purchase and the West Central Regional Juvenile Center agrees to provide, a secretary, on-site at the Juvenile Center. School District #152 agrees to pay 50% (20 hours) of the secretary's salary and fringe benefits.

The contract period of this agreement will be effective for July 1, 2000 through June 30, 2001. The cost for this service for the designated contract period will be \$15,365.00. The West Central Regional Juvenile Center will bill Independent School District #152 on a quarterly basis in the amount of \$3,841.25.

It is understood and agreed that if either party chooses to withdraw from this contract, it will give at least a thirty (30) day written notice to the other party. Otherwise this agreement will remain in effect from July 1, 2000 through June 30, 2001.


Barry Steen, Director
West Central Regional Juvenile Center

Date: 7/13/00

School Board Chairperson
Independent School District #152

Date: _____

MEMO #: I-01-014



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Contract Agreement
DATE: July 31, 2000

Attached is the agreement with Connections of Moorhead, Inc. to provide service to a Moorhead student. The services will include vocational assessment programming and transportation.

The agreement, which covers the period of August 2, 2000 to September 29, 2000. The amount paid to Connections of Moorhead, Inc. will not exceed \$1,129.44.

SUGGESTED RESOLUTION: Move to approve the attached agreement with Connections of Moorhead, Inc. in the amount not to exceed \$ 1,129.44 to provide vocational assessment programming and transportation.

LAK/smw
Attachment

Connections of Moorhead Incorporated
And
Moorhead Independent School District
Contractual Agreement For The 2000 School Year

This contract entered into this 20th day of July, 2000, by and between Moorhead Independent School District #152 and Connections, a nonprofit corporation, witness that:

1. The term of this contractual agreement shall commence on the 2nd day of August 2000, and extend until September 29th, 2000. The agreed cost during the full term of the contract is as follows:
 - ▶ \$28.96 per day for vocational assessment and programming for a total of 39 days. This will not exceed the amount of \$1129.44 beginning August 2nd, 2000 and ending September 29th, 2000.
 - ▶ Transportation of the student to the Connections job site will be provided by Connections staff at a rate of \$9.41 per day. This will not exceed a total of \$366.99 for August 2nd through September 29th.
 - ▶ **Total cost of the contract.** for vocational assessment, programming, and transportation will not exceed **\$1496.43** for the period of time of August 2nd through September 29th.
 - ▶ The rate of \$28.96 per day is only binding upon the student working 2 hour days. If the hours are changed this contract will be renegotiated.
 - ▶ Technical assistance will be provided upon request from Independent School District #152.
2. Connections agrees to bill Independent School District #152 at the end of each month and will provide Independent School District #152 with a written copy of the student progress reports quarterly.
3. This agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

Todd Fry
Name

[Signature]
Authorized Signature

Executive Director
Title

24 July 2000
Date

Name

Authorized Signature

Title

Date

MEMO #: B01012



TO: Dr. Nybladh

FROM: Beth Astrup *B. Astrup*

DATE: August 7, 2000

SUBJECT: Voyager Lease - Moorhead Seventh-day Adventist Church

Moorhead Seventh-day Adventist Church would like to renew their lease of rooms 202B, 202c/D, 206, 207, and 208 at Voyager School. The lease would be for a one year term beginning July 1, 2000, and continuing through June 30, 2001. The annual lease payment would be \$4,800.

Suggested Resolution: Move to approve the lease with Moorhead Seventh-day Adventist Church beginning July 1, 2000, and continuing through June 30, 2001.

BAA/krm

MEMORANDUM P 00.175

TO: Dr. Larry Nybladh
FROM: Ron Nielsen *RN*
DATE: August 8, 2000
SUBJECT: Change in Contract


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

Sara Lundwall EBD Teacher, Robert Asp from full time to half-time, effective for the 2000-2001 school year.

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

RN:sh

MEMORANDUM P 00.174

TO: Dr. Larry Nybladh
FROM: Ron Nielsen 
DATE: August 8, 2000
SUBJECT: Family/Medical Leave

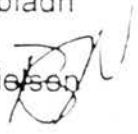
The administration requests a family/medical leave for the following persons:

Jana Kasper Biology Teacher, Senior High, to extend until November 6, 2000.
Laurie Schafer Grade 1 Teacher, Washington Elementary, from August 29, 2000
until October 23, 2000.
Jennifer Garcia Biology Teacher, Senior High, from August 29, 2000 until October 9,
2000.

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

RN:sh

MEMORANDUM P 00.173

TO: Dr. Nybladh
FROM: Ron Nielsen 
DATE: August 8, 2000
SUBJECT: Leave of Absence

The administration requests approval for a Leave of Absence for the following person:

Patricia Gulsvig Social Studies Teacher, Junior High, effective for the 2000-2001 school year.

Suggested Resolution: Move to approve the Leave of Absence as presented.

RN:sdh

TO: Dr. Larry Nybladh
FROM: Ron Nielsen
DATE: August 8, 2000
SUBJECT: New Employees

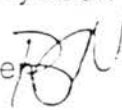
The administration requests approval of the employment of the following persons subject to satisfactory completion of federal, state, and school district statutes and requirements:

Amy Hoffer	School Psychologist, Robert Asp, MA+45 (0) \$35,060.00, effective for the 2000-2001 school year. (Replace Mark Richardson)
Susan Buckley	PT Teacher, District Wide, MA (3) .80 FTE, \$27,200.00, effective for the 2000-2001 school year. (Replace Sandra Zwach)
John Keller	French Teacher, Junior/Senior High, BA (0) \$25,870.00, effective for the 2000-2001 school year. (Replace Melanie Lindquist)
Doug Johnson	Social Studies Teacher, Senior High, BA+90 (2) \$35,720.00, effective for the 2000-2001 school year. (Replace Keith Jones)
Sandra Mathew	EBD Teacher, Senior High, BA+45 (2) \$31,570.00, effective for the 2000-2001 school year. (Replace Robin Grooters position)
Monique Summers	Business Education Teacher, Senior High, MA (0) .79 FTE, \$24,071.30, effective for the 2000-2001 school year. (Replace Denita Clapp)
Robecca Fisher	Title I Teacher, Washington Elementary, BA (0) .52 FTE, \$13,452.40, effective for the 2000-2001 school year. (New)
Sarah Miller	Guidance Counselor, Senior High, MA+15 (0) \$32,000.00, effective for the 2000-2001 school year. (Replace T Nielson)
Shirley Trickle	English Teacher, Senior High, BA (0) \$25,870.00, effective for the 2000-2001 school year. (Replace Amy Van Norman)
Ryan Lyson	Math Teacher, Senior High, BA (0) \$25,870.00, effective for the 2000-2001 school year. (Replace Jason Otto)

Susie Pederson	Kindergarten Teacher, Washington Elementary, BA (0) .50 FTE \$12,935.00, effective for the 2000-2001 school year. (Replace 1/2 Brenda Krueger)
Josie Gilberry	Speech Teacher, Robert Asp, MA+15 (4) .43 FTE, \$15,905.70, effective for the 2000-2001 school year. (Replace Helen Friend)
Lisa Martin	Title I Teacher, Robert Asp, BA (0) .50 FTE, \$12,935.00, effective for the 2000-2001 school year. (New Position)
Marcia Skauge	MSMI Teacher, Washington Elementary, BA (2) \$27,800.00, effective for the 2000-2001 school year. (New Position)
Michael Williams	Computer Technician, Edison Elementary, B22 (3) \$10.33 per hour, 8 hours daily, effective immediately. (New Position)
Shirley Bouchard	Computer Lab Secy/Supv, Senior High, B22 (2) \$10.18 per hour, 8 hours daily, effective August 29, 2000. (Replace Sharon Rein)
Kristina Osagie	Crisis Outreach Worker, Junior High, B32 (0-2) \$14.46 per hour, effective for the 2000-2001 school year. (Replace Kim Overton)

Suggested Resolution: Move to approve the employments as presented.

RN:sh

TO: Dr. Larry Nybladh
FROM: Ron Nielsen 
DATE: August 3, 2000
SUBJECT: Rehire

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

Valerie Stevenson OT Teacher, District Wide, BA (1) .80 FTE, \$21,472.00, effective for the 2000-2001 school year.

Peggy Simonson Kindergarten Teacher, Probstfield Elementary, MA (2) \$32,820.00, effective for the 2000-2001 school year. (Replace Belinda Freeman)

Leslie Keplin Social Studies, Junior High, BA (1) \$26,840.00, effective for the 2000-2001 school year. (Replace Patty Gulsvig)

Linda Jones MSMI Teacher, Senior High, BA (1) \$26,840.00, effective for the 2000-2001 school year. (Replace Nicole Stroh)

Suggested Resolution: Move to accept the rehire as presented.

RN:sh

TO: Dr. Larry Nybladh
FROM: Ron Nielsen
DATE: August 8, 2000
SUBJECT: Resignations

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

Ruth Christianson EBD Teacher, Junior High, effective immediately.
Jennifer Becker OH/ECSE Paraprofessional, Washington Elementary, effective immediately.
Shirley Bouchard Paraprofessional for VI, Senior High, effective immediately.
Stacia Erdmann MS/MI Paraprofessional, Robert Asp, effective immediately.
Adriana Johnson EBD Paraprofessional, Edison Elementary, effective immediately.
Mary Krumheuer PI/ECSE Paraprofessional, Probstfield Elementary, effective immediately.
Sandy Mathew EBD Paraprofessional, Senior High, effective immediately.
Eric Hofstrand Head Custodian, Probstfield Elementary, effective August 10, 2000.
Michelle Hartel Health Tech Secretary, Edison Elementary, effective immediately.
Richard Morgan Autistic Paraprofessional, Robert Asp, effective immediately.
Jessica Christmann Special Education Paraprofessional, Probstfield, effective immediately.
Nancy Krupich Secretary on Leave, Senior High, effective immediately.

Suggested Resolution: Move to accept the resignations as presented.

RN:sh

SPECIAL MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
JULY 17, 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 5 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: Gustafson moved, seconded by Ladwig, to approve the agenda as presented. Motion carried 7-0.

CLOSE PUBLIC MEETING: Hastad moved, seconded by Cummings, to close the public meeting at 5:12 p.m. pursuant to M.S. 471.705 to conduct the Superintendent's mid-year assessment. Motion carried 7-0.

Gustafson moved, seconded by Hastad at 6:50 p.m. to continue the closed public meeting for the Superintendent's mid-year assessment following the conclusion of the regular July 17, 2000 Board Meeting. Motion carried 7-0.

Foss reconvened the closed meeting at 11:24 p.m.

OPEN PUBLIC MEETING: Thompson moved, seconded by Cummings to reopen the public meeting at 12:40 a.m. on July 18, 2000. Motion carried 7-0.

ADJOURNMENT: Hearing no objections, the meeting adjourned at 12:42 a.m.

Carol Ladwig, Clerk

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
JULY 17, 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.

Audience participant, Jim Hewitt, 442 Birch Lane, Moorhead, commented on the process related to the principals' negotiations included in the agenda.

Motion repeated and carried 7-0.

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: Bill Tomhave, 4315 South Rivershore Drive, Moorhead, commented he felt the district was showing a lack of fiscal responsibility in approving the principals' contract.

ORGANIZATION OF THE SCHOOL BOARD:

Meeting Date, Time and Location - Cummings moved, seconded by Erickson, to set the regular meetings of the school board on the second and fourth Monday of each month and the annual organizational meeting the third Monday in July at 7:00 p.m. in the Board Room of Townsite Centre or other specified locations. Motion carried 7-0.

School Board Compensation - Gustafson moved, seconded by Cummings, to set the board member compensation rate at \$550 per month. Motion carried 7-0.

Committee Appointments - Ladwig moved, seconded by Cummings, to approve the committee appointments for the 2000-2001 school year as follows:

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
JULY 17, 2000
PAGE 2

DISTRICT-WIDE STANDING COMMITTEES:

Erickson, Gustafson - Activities Council
Cummings, Thompson - Community Education Advisory Council
Erickson, Thompson - District Student/Staff Assistance
Thompson, Cummings - Human Rights
Ladwig, Erickson - Instruction & Curriculum Advisory (ICAC)
Ladwig, Thompson - Long Range Planning (LRP)
Hastad, Ladwig - Policy Review

ADMINISTRATIVE COMMITTEES:

Not Required - Calendar
Erickson - Comprehensive Arts Planning (CAPP)
Hastad - Continuing Education
Cummings - ECFE Advisory Council
Thompson - Global Exchange
Foss (Board Chair), Ladwig (Alt.) - Graduation Standards
Thompson - Indian Education
Foss, Thompson - Legislative
Cummings, Ladwig - Negotiations
Foss - Sabbatical Leave
Ladwig - Safety Committee
Not Required - Staff Development
Members Rotate - Superintendent's Advisory Council
Gustafson - Technology
Erickson - Title I/Parent Involvement
Erickson, Ladwig - Wellness

COMMUNITY COMMITTEES:

Cummings, Ladwig, Foss (Alt.) - Clay County Joint Powers Collaborative Board
Erickson - Interagency Early Intervention
Ladwig, Erickson - Joint Powers
Cummings, Foss - LCSC Representative Assembly
Thompson - Learning Bank
Foss - Youth Advisory

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
JULY 17, 2000
PAGE 3

Adopt-A-School:

Gustafson - Edison
Cummings - Riverside
Hastad - Washington
Erickson - Probstfield
Thompson - Asp
Ladwig - Junior High
Foss - Senior High
Members Rotate - Red River Area Learning Center

Foss requested all committee chairs be contacted regarding board membership and the distribution of meeting agendas and minutes to all board members during 2000-2001.

Motion carried 7-0.

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

Grants - Approve the submission Migrant Education Grant to the MN Department of Children, Families and Learning requesting \$26,788 to provide continued utilization of 1 FTE outreach worker (home-school liaison) to provide services to children and families on a referral basis.

Accept the \$37,382 Title I Delinquent Education grant for use in the 2000-2001 school year

Gifts - Accept the \$50 refrigerator gift from Tony Kunka for use in the Junior High staff lounge and the \$569.67 gift from Target Stores to purchase outdoor benches for student use at Moorhead Senior High.

Investment of Excess Funds - Approve the resolution for investment of excess funds giving authority and responsibility to the Assistant Superintendent for Systems Support or designee in accordance with M.S. 118A.

Financial Transactions - Authorize the listed district personnel to make transactions on the listed accounts.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
JULY 17, 2000
PAGE 4

Official Depositories - Designate the 2000-2001 school district official depositories of Norwest Bank, Financial Northeastern, MN School District Liquid Asset Fund Plus, Merrill Lynch, Gibraltar Securities Co., Multibank Securities, Inc., Hawley State Bank, Norwest-Minneapolis, and Depository Trust Corporation.

Payment of Goods and Services - Approve the resolution to authorize Assistant Superintendent of Systems Support to make payment for goods and services in advance of Board approval for the 2000-2001 school year, consistent with M.S. 123B.11, 123B.02 and 471.38.

NSF Checks - Approve the collection of NSF checks as listed.

New Employees

David Lawrence - Ass't Principal, Junior High, D 61 (6) \$58,831, effective for the school year 2000-2001.

Suzanne Nelson - EBD Teacher, Probstfield Elementary, BA (1) \$26,840, effective for the 2000-2001 school year.

Judy Allen - EBD Teacher, Probstfield Elementary, BA+45 (2) \$31,570, effective for the 2000-2001 school year.

Stephanie Larson - Speech-Language Pathologist, Probstfield Elementary, MA (0) \$30,470, effective for the 2000-2001 school year.

Denise Underwood - Speech-Language Pathologist, Washington Elementary, MA+15 (6) \$39,490.00, effective for the 2000-2001 school year.

Change in Contract

Roslyn Watson - Reading Support Teacher, .86 FTE, to Grade 3 Teacher, Probstfield, BA (1.5), \$27,320.00.

Cindi Andel - Principals Secretary, Probstfield, from 196 days to 240 days, effective for the 2000-2001 school year.

Eric Hofstrand - A13 (17) Custodian, Robert Asp, to Lead Custodian, Probstfield Elementary, B31 (5), effective July 1, 2000.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
JULY 17, 2000
PAGE 5

Resignations

Melody Bober - Music Teacher, Robert Asp, effective immediately.
Theresa Haugtvedt - Grade 6 Teacher, Robert Asp, effective immediately.
Nicole Stroh - MMSI Teacher, Senior High, effective immediately.
Robyn Berg - MSMI Paraprofessional, Senior High, effective immediately.
Iris Baiocchi - Computer Tech Secretary, Edison Probstfield, effective June 30, 2000.
Mary Ann Jasken - AOM Paraprofessional, Edison Elementary, effective May 15, 2000.
Robert Erickson - Paraprofessional, Edison Elementary, effective immediately.
Belinda Freeman - Kindergarten Teacher, Probstfield, effective immediately.
Camille Brandt - Special Ed Teacher, Washington, effective immediately.

Rehire

D. Allyson Boe, Grade 3 Teacher, Washington Elementary, BA (2) \$27,800, effective for the 2000-2001 school year.

Official Newspaper - Designate *The Forum* as the official newspaper for the 2000-2001 school year.

Legal Services - Approve obtaining legal assistance on a time and material basis.

Minnesota School Boards Association Membership - Approve the 2000-2001 Minnesota School Boards Association membership in the amount of \$5,772.

Lakes Country Service Cooperative Service Agreement - Approve the 1999-2000 Lakes Country Service Cooperative service agreement as presented.

Minnesota State High School League Membership - Approve the resolution of membership for the 1999-2000 school year.

Minutes - Approve the June 12 and 26, 2000 minutes as presented.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
JULY 17, 2000
PAGE 6

Claims - Approve the July claims, subject to audit, in the amount of \$370,737.71.

General Fund:	\$237,098.36
Food Service:	946.40
Transportation:	21,834.20
Community Service:	7,378.46
Capital Expenditure	94,919.58
Debt Redemption	375.00
Townsite Centre:	8,185.71
TOTAL	\$370,737.71

Motion carried 7-0.

COMMITTEE REPORTS: Foss reported that the Board had held a special meeting at 5 p.m. to perform the Superintendent's mid-year assessment. The meeting was recessed and will continue following the evening's regular board meeting.

BID AWARD OF 2000-2001 MILK AND BREAD BIDS: Hastad moved, seconded by Ladwig, to award the 2000-2001 contract for milk purchases to Land O'Lakes, Inc. and the contract for bread purchases to Metz Baking Co. Motion carried 7-0.

STAFF DEVELOPMENT CALENDAR: Ladwig moved, seconded by Gustafson, to amend the 2000-2001 school calendar to include three staff development days as allowed in Minnesota Statute Section 1, 120A.41. The staff development days will be October 18, January 2 and April 12. Motion carried 7-0.

Comments from the audience regarding teacher contract days included: Jim Hewitt, 442 Birch Lane, Moorhead, Tom Magin, 374 7th Avenue South, Moorhead, and Pat Sullivan, President, Education Moorhead.

PROFILE OF LEARNING VOTE: Ladwig moved, seconded by Cummings, to approve the 2000-2001 graduation rule Profile of Learning plan for the number and name of required standards to be scored and reported to the Commissioner of Education. Thompson moved, seconded by Erickson, to table the motion while additional information was obtained. Motion carried 7-0. Gustafson moved, seconded by Cummings, to remove the motion from the table. Motion carried 7-0. Original motion carried 7-0.

· REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
· TOWNSITE CENTRE
JULY 17, 2000
PAGE 7

MOORHEAD HIGH SCHOOL ACTIVITIES ADDITIONAL GAMES PROPOSAL:

Ladwig moved, seconded by Cummings, to approve the Moorhead School District Additional Games Proposal for 2000-2001 to allow the addition of up to two games per season using the following restrictions: 1) Games added for one gender must coincide with an equal number of games added for the opposite gender; 2) Any new costs incurred by the addition of a contest will not be the responsibility of the Moorhead School District; and 3) When possible, added contests will not impact school time. Motion carried 5-2; Hastad and Thompson dissenting.

COMMUNICATIONS SERVICES BID AWARD: Gustafson moved, seconded by Erickson, to approve the Communication Services bid award to 702 Communications of Moorhead. Motion carried 7-0.

PROBSTFIELD AND EDISON ELEMENTARY PLAYGROUND BID AWARDS: Erickson moved, seconded by Foss, to award the Playground Equipment Project to Minko Construction, Inc. for a total project cost of \$237,200 which includes the base bid of \$224,000 and Alternate No. 3 of \$13,200. The district reserves the right to accept Alternate No. 2 of \$9,000 within 30 days. Motion carried 7-0.

RESOLUTION OF GRIEVANCE - READING RECOVERY TEACHERS: Hastad moved, seconded by Cummings, to approve the agreement for the Resolution of Grievance for Additional Days for Reading Recovery Teachers Filed by Education Moorhead on 11/29/99 as presented. Motion carried 7-0.

RESOLUTION OF GRIEVANCE - SICK LEAVE: Cummings moved, seconded by Gustafson, to approve the agreement for the Resolution of Grievance for Sick Leave for Sean Daly filed by Education Moorhead on 01/21/00 as presented. Motion carried 6-1; Thompson dissenting.

SCHOOL BOARD'S ANNUAL GOALS FOR 2000-2001: Ladwig moved, seconded by Cummings, to approve the School Board's Annual Goals for 2000-2001 as presented. Motion carried 7-0.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
JULY 17, 2000
PAGE 8

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Hasted reported on the upcoming August 1 Crime Watch Night to be held at area neighborhoods from 6-9 p.m. Foss reminded board members of the August 7-9, 2000 MSBA Summer Seminar and asked those attending to contact Michelle regarding travel arrangements. Foss also reminded board members of the July 19 Trollwood performance invitation.

CLOSE PUBLIC MEETING: Cummings moved, seconded by Thompson, to close the public meeting at 9:39 p.m. pursuant to M.S. 471.705 for the purpose of discussing negotiations strategies. Motion carried 7-0.

The meeting recessed at 9:40; reconvened at 10 p.m.

OPEN PUBLIC MEETING: Cummings moved, seconded by Gustafson, to reopen the public meeting at 11:14 p.m. Motion carried 7-0.

2000-2002 PRINCIPALS' ASSOCIATION AGREEMENT: Legal clarification will be sought regarding the public inquiry and therefore, no action was taken.

ADJOURNMENT: Cummings moved, seconded by Foss to adjourn the meeting at 11:15 p.m. Motion carried 7-0.

Carol Ladwig, Clerk



TO: Dr. Nybladh

FROM: Beth Astrup *B. Astrup*

DATE: August 8, 2000

SUBJECT: School Bus Purchase

Attached is information supplied by Dan Bacon, Transportation Director, relating to the purchase of two school buses. The cost of the recommended buses will be \$57,874.80 each and will be purchased under the state bid. The transportation fund has budgeted \$130,000 for the replacement of two buses in the current year. Please refer to the Annual Operating Plan for a current list of the District's bus inventory and the projected replacement schedule.

Suggested Resolution: Move to approve the purchase of two school buses from North Central Coach in the amount of \$57,874.80 each.

BAA/krm

**Moorhead Public
School District -
Transportation Office**

Memo

To: Beth Astrup
From: Dan Bacon
CC:
Date: 07/31/00
Re: School Bus Purchase

The purchase of two school buses is a part of the Annual Operating Plan for 2000 - 2001. There are several vehicle combinations available off the state bid for school buses. I am recommending the General Motors chassis with the Blue Bird body from North Central Coach bus company in St. Cloud, Minnesota.

This is the low bid the GMC chassis bid is \$36992.78 and Blue Bird Body is 23657.02 total cost 57875.80. My mechanic and contacts in other districts report several improvements in components and design which increase the value of this vehicle combination.

Since we are making this purchase from the state bid all options have already been accepted through the competitive bidding process. We may select the vehicle off of this bid list that best meets our needs. I recommend accepting the bid from North Central Coach of 57,876.80 each for two school buses. We will be disposing of two school buses shortly after the start of the school year, and two more upon delivery.

Chassis					
Hougland	IHC	37035.14			
Astelford		36394.25			
Skubic		36981.59			
Olson Johnson		37270.20			
Chesley Freightliner	Freightline	35002.03			
North Central	GMC	36992.78			
Body Bids					
North Central	Blue Bird	25891.39	IHC Chassis only		
North Central	Blue Bird	23657.02	GM Chassis only from North Central		
Hoglund Bus	Thomas	23545.82	IHC or Freighliner Chassis only		
Hoglund Bus	Thomas	22480.82	IHC Chassis from Hougland only		
Hoglund Bus	IH	21943.73	IHC Chassis from Hougland only		
Hoglund Bus	IH	23221.73	IHC Chassis only		
Combined units					
	Chassis	Body	Sub Total	Adjustmen	Total
H IHC / NC Blue Bird	37035.14	25891.39	62926.53	-2775	60151.53
Astelford IHC / NC B	36394.25	25891.39	62285.64	-2775	59510.64
Skubic IHC / NC BB	36981.59	25891.39	62872.98	-2775	60097.98
OJ IHC / NC BB	37270.2	25891.39	63161.59	-2775	60386.59
Ches Freightline / NC	35002.03	NA	#VALUE!	-2775	#VALUE!
NC GMC / NC BB	36992.78	23657.02	60649.8	-2775	57874.80
H IHC / H Thomas	37035.14	22,480.82	59515.96		59515.96
Astelford IHC / H Tho	36394.25	23545.82	59940.07		59940.07
Skubic IHC / H Thom	36981.59	23545.82	60527.41		60527.41
Olson IHC / H Thoma	37270.2	23545.82	60816.02		60816.02
Ches Freighliner / H	35002.03	23545.82	58547.85		58547.85
H IHC / H IH	37035.14	21943.73	58978.87		58978.87
Astelford IHC / H IH	36394.25	23221.73	59615.98		59615.98
Skubic IHC / H IH	36981.59	23221.73	60203.32		60203.32
Olson IHC / H IH	37270.2	23221.73	60491.93		60491.93
Adjustment					
There was an error on the bid forms, vendor will discount seatbelt ready seats.					

MEMO #: B01014



TO: Dr. Nybladh
FROM: Beth Astrup *B. Astrup*
DATE: August 8, 2000
SUBJECT: Moorhead Public Service

Moorhead Public Service has pledged \$25,000 to the Stadium Committee in support of the new stadium that is under construction on the east side of the Senior High School. The donation made by Moorhead Public Service is contingent on the District allowing a sign to be placed under the scoreboard advertising their services. A drawing of the proposed sign is attached for your review. The approximate height of the sign is three feet and the length is six feet.

Suggested Resolution: Move to allow Moorhead Public Service to place the proposed three by six foot sign below the scoreboard on the football field of the Moorhead Senior High School.

BAA/krm



MOORHEAD PUBLIC SERVICE
YOUR COMMUNITY OWNED
ELECTRIC & WATER UTILITY

MAY 10 2000

MOORHEAD

PUBLIC SERVICE

500 CENTER AVENUE, BOX 779, MOORHEAD, MINNESOTA 56561-0779
(218) 299-5400 FAX (218) 299-5193 TDD (218) 299-5082

May 5, 2000

Dr. Larry P. Nybladh
Superintendent
Moorhead Public School District No. 152
810 Fourth Avenue South
Moorhead, MN 56560

RE: Home Field Advantage Stadium Donation

Dear Dr. Nybladh:

This past February, Moorhead Public Service (MPS) was approached by members of the Home Field Advantage Stadium Committee to make a donation toward the development of additional bleachers and lights on the existing outdoor facility for Moorhead High School. As you may recall, the proposal was brought to the Moorhead Public Service Commission (Commission), who agreed to provide \$25,000 over a period of two years with the stipulation that MPS would receive "significant signage."

Moorhead Public Service and its Commission are honored to be a part of this project. As your community-owned electric and water utility, we take great pride in supporting the friends, neighbors, and businesses of this community. We are always excited to see new ways in which Moorhead can grow and develop—making this a great place to live.

MPS staff met with Don Hulbert and Phil Seljevold to discuss sign options for MPS. We discussed several ideas and came to the possible conclusion of adding a sign below the existing scoreboard. No decisions on details of the sign were made. We would like permission from the Moorhead School Board to allow MPS staff to work with Moorhead's school administrators to work out those details.


This project not only serves as a benefit to Moorhead High's athletic activities, but also as an opportunity to strengthen our partnership. In addition to our role in the development of the outdoor football facility, we support Moorhead Public School activities through sponsorship of

Dr. Larry Nybladh
May 5, 2000
Page 2

radio coverage for sporting events and safety messages for prom and graduation. We also offer four \$500 scholarships to area seniors each year. For the past 12 years, MPS has helped educate more than 2,000 students each year in kindergarten through third grade with our electrical safety education program. We plan to continue our support in these activities and would like to further extend our assistance. In our discussion with Don and Phil, we also expressed our interest of becoming a corporate sponsor for all Moorhead High School sporting events with the understanding that, in exchange, our name and logo would be included in all printed event programs.

Again, we are very excited about building a strong partnership between MPS and activities surrounding Moorhead Public Schools. We look forward to working with you on this project and in the future.

Sincerely,



William E. Schwandt, PE MBA
General Manager

WES:AL/cag
cc Don Hulbert
Phil Seljevold



TO: Dr. Larry Nybladh
FROM: Lynne Kovash
SUBJECT: Alternative Education Task Force Report
DATE: August 7, 2000

Attached is the task force report regarding the district's alternative education center. The task force met five times this year and spent hours discussing and reviewing alternative education in our district.

SUGGESTED RESOLUTION: Move to accept the alternative education task force report as presented.

LAK:smw

**Task Force Report
Red River Area Learning Center
Presented to the Moorhead School Board
August, 2000**

I. Introduction.

A. Alternative High Schools - Middle Level Programs:

The life long consequences for individuals who do not achieve a high school diploma are well documented. The purpose of alternative schools is to provide options so that all youth can succeed in school. Alternative schools and area learning centers are highly individualized, nontraditional programs that lead to a high school diploma. These academic centers are designed for students who are behind in school work, have dropped out of regular public schools, need assistance with personal or social problems, or would like a more flexible educational environment. All area learning centers offer trade and vocational skills training, school to work transition skill development, youth services, and work experience (Minnesota Teen Health Survey Report - Alternative Schools and Area Learning Centers, 1998). Despite dramatic differences between alternative schools nationwide, research suggests that common characteristics of small settings, positive climate, choice of participation, a shared vision, focused curricula, program innovation, and high levels of student engagement, membership, and autonomy combine in alternative schools to create communities of support that are critical to the success of all students.

B. Alternative Support Services - Elementary and Middle Level:

The need for alternative education and other non-traditional approaches for younger students has also been identified. Studies suggests that any pupil ages 5 through 15 exhibiting two or more of the following characteristics are more likely to: drop out of school, have teenage births, use drugs or alcohol, and have higher rates of arrests, gang membership, juvenile home placements and school suspension:

- (a) have been absent 20 or more days in a school year; or
- (b) have repeated one or more grades; or
- (c) have caused a class disturbance 2 or more times per month over a 3 year period; or
- (d) have limited English proficiency; or
- (e) lives in a single parent home; or
- (f) have a family income at or below federal poverty guidelines; or
- (g) have an older sibling who has dropped out of school; or
- (h) have parents who did not finish high school; or
- (i) is at home without adult supervision more than 3 hours **per days**.

One of the most startling phenomena in education today is the growing number of at-risk youth. In a classic comparative study of at-risk youth, Gary Wehlage and his associates from the University of Wisconsin, suggest that the single most effective educational program for youth at-risk is the small alternative school. **Alternative** programs are successful because they provide a "community of support" that is often lacking students' lives. In some instances, alternative schools take on the characteristics of a surrogate family. The students gain a sense of belonging and social bonding. This community of support enables students to become educationally engaged in relevant meaningful learning in an intimate, small setting.

II. Purpose of alternative schools.

A. Needs of the student population:

1. Academic
 - academic underachievement
 - weak basic skills
 - school-student incongruence
2. Social
 - inability to communicate
 - limited conflict-resolution and problem-solving skills
 - lack social bonding with school; isolated
 - poor relationships with peers
3. Personal
 - lack of self-esteem; need attention, acceptance, appreciation, affection
 - unrealistic life expectations
 - depression, illness, substance abuse, family turmoil

B. Meeting the needs

1. Small student body
2. Student paced learning
3. High expectations
4. Freedom and responsibility
5. Student "ownership" of school and program
6. Counseling and mentoring; personalization

III. Structure of an alternative school.

A. Philosophy and Program

1. Types of schools and programs:
 - Students are "sent" to alternative program by school officials, usually for disciplinary reasons. May be punitive. When they "reform" they may return to regular school.
 - In-house program: Students take core classes in one area of larger school. Return to regular program after a set time (quarter, semester, etc.)
 - Students choose magnet or charter school.
 - Students are referred or request admission to alternative school because traditional school does not meet their educational needs. May serve students who want to graduate ahead of class.

B. Curriculum

1. Required standards and/or classes and electives
2. Lesson delivery and preparation
 - Individualized skill remediation.
 - Prepackaged lessons.
 - Whole group presentation
 - Blocks of instruction
 - Independent study and other options.
 - Community based instruction
3. State Requirements
 - Academic personalization and learning skills development
 - Personal and social development
 - Career exploration and vocational development
 - Support services
 - Youth services, ie. learn and serve
 - Activities program
 - Parent involvement

C. Staffing and Budget

1. Each teacher needs multiple certification and endorsement areas
2. Support staff: secretarial, paraprofessional, guidance counselor, principal or director, social worker, etc.
3. Salaries; Supplies, including texts, materials, correspondence courses, if used, office supplies; Equipment (science, office, furniture,

technology); Facility (heat, lights, repair, maintenance); Related services, including transportation; food service; etc.

D. Facility

1. Housed within or attached to a traditional school:
 - less expensive (provided space is adequate).
 - convenient for sharing staff and equipment.
 - students can easily take advantage of elective classes, gymnasium, computer labs, bus transportation, etc.
2. Separate, remote facility:
 - Easier to have a distinct program with its own schedule, rules, etc.
 - Students have more ownership and attachment to the school.
 - Less desirable interaction between students.
 - Less complicated, more student-centered environment.

IV. Alternative schools In Minnesota.

1. Purpose:

The purpose of the Graduation Incentives Act in Minnesota, as defined by in Statute M.S. 126.22, Subd. A, reads:

The legislature finds that it is critical to provide options for children to succeed in school. Therefore, the purpose of this section is to provide incentives for and encourage all Minnesota students who have experienced or are experiencing difficulty in the traditional educational system to enroll in alternative programs.

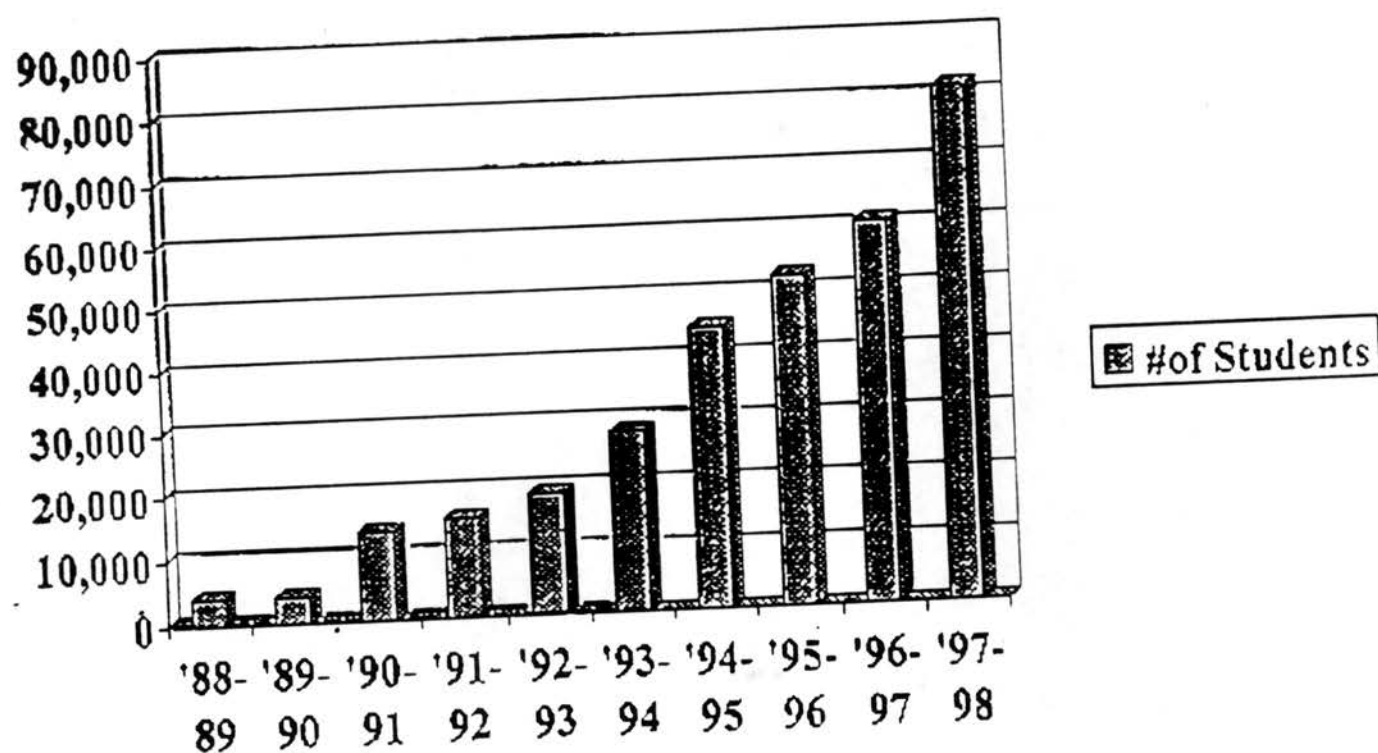
2. Implementation:

The 1987 Area Learning Center Statute, M.S. 124C.45-49, encouraged implementation of the ALC law with a priority of first establishing programs for learners ages 16 through adults. In 1991, the Department of Children, Families and Learning moved a step further to full implementation by requiring ALCs to provide services to secondary learners ages 12-15. In 1997 ALCs were able to claim revenue for implementation of the final phase of the law, which indicates ALCs may provide ALC Learning Year programs for eligible middle level students and elementary students **who are** not attending a center. The dual-attendance, learning year component **includes** evenings, Saturdays, and summers. The ALC must have **approval** and be **successfully** operating either a pull out or school within a school **middle level** program.

3. Establishment - Area Learning Center

(Reference 123A.05 Area Learning Center Organization), reads:

Statistics for Minnesota Alternative Education Programs (In Learning Years)



Adults = 4%; grades 9 - 12 = 76%; Middle level = 20%.

Source: Minnesota Department of Education

Governance. A district may establish an area learning center either by itself or in cooperation with other districts, a service cooperative, an intermediate school district, a local education and employment transitions partnership, public and private secondary and post-secondary institutions, public agencies, businesses, and foundations. Except for a district located in a city of the first class, a center must serve the geographic area of at least two districts.

4. Eligibility - (Reference: Minnesota Statutes 1990, 124D.68

Graduation Incentives Program, Subdivision 2 Eligible pupils): A student is eligible participate in an area learning center by meeting any of the following criteria:

- a. performs substantially below the performance level for students the same age;
- b. is at least one year behind in satisfactorily completing course work or obtaining credit for graduation;
- c. is pregnant or is a parent;
- d. has been assessed as chemically dependent;
- e. has been expelled; has been referred by a school district;
- f. is a victim of physical or sexual abuse;
- g. has experienced mental health problems;
- h. has experienced homelessness in the past six months prior to requesting transfer to an eligible program;
- i. or speaks English as a second language or has limited English proficiency;
- j. has withdrawn from school or is excessively truant.
- k. has been referred by a school district for a compelling reason.

5. Targeted Services Component:

Area Learning Centers may now provide elementary/middle level programs for certain at-risk students not in the ALC. The program is termed a targeted services component of an ALC. The program is for at-risk students who do not require needing a different learning environment. The targeted services program is a learning year program, not just extended time. Additional funds are provided for the extended time components. Learners must qualify under the Graduation Incentives Program and be at least 5 years of age. The program must address a cross-blend of classified at-risk learners (not heavily dominated by any category such as special education, ESL, etc.).

V. Alternative education in the Moorhead District -

The majority of students in Moorhead Public Schools thrive in our traditional academic settings. However, some students "fall between the cracks" despite the best attempts of traditional educators. These students are at-risk in the learning process. They present multiple risk factors that become obstacles to learning and academic

success. Information compiled from various sources suggest that alternative education in the Moorhead District must include the following:

- Intensive skill and strategy development for students who have not passed the Basic Standards Tests and for all students in preparation for attainment of the High Standards, including traditional and non-traditional approaches.
- Support services for students and their families to address the complexity of educational, economic, social-behavioral, and related barriers to student growth and success.
- Support for students to ensure a successful transition to their next educational or vocational setting.
- Drop out prevention activities for high-risk youth and youth returning from other programs and facilities, including an array of community-based activities, services, and events, facilitated by the Area Learning Center.
- Student Assistance support for students attending the RRALC to manage student data and information, provide career assessment and planning services, transitional support, and follow up to other agencies and services.

A. Red River Area Learning Center - Program Description.

1. Mission.

The Red River Area Learning Center provides alternative approaches to traditional educational settings in order to increase the likelihood that at-risk learners will succeed in school. The mission of the Red River Area Learning Center is to provide quality services to learners at risk by engaging them in the learning process, preparing them to meet the proficiencies of the state graduation standards, facilitating their transition between educational settings, supporting their achievement of a high school diploma (or equivalent) and equipping them with a solid background for meeting educational and vocational goals beyond high school. The RRALC mission is consistent the District's mission "to develop the maximum potential of every learner to thrive in a changing world."

2. History.

1993-94: In the Spring of 1994, the Moorhead Community Alternative Program (MCAP) was established to meet the needs of more aggressive students at the secondary level. The program was supported by special education funding as a Level V EBD Program, but was serving non-special education students as well. The configuration of this model posed compliance issues with state and federal special education guidelines. Location: Sports Center.

1994-95: The MCAP continued to grow as students achieved success within the small, structured environment. The program began to receive referrals for other disenfranchised learners, ie. homelessness, minor parents, excessive truancy, mental

health needs, chemical health needs, etc., who were not having success in the traditional settings. The increasing number of students without IEP's continued to pose compliance issues with state and federal special education guidelines.
Location: Townsite Centre.

1995-96: Non-handicapped students began to dominate the student population. The coordinator worked with central and building administrators to develop a vision for the program. The needs identified in this process aligned with state models for alternative education. Location: Townsite Centre.

1996-97: Dialogue began with the Department of Children, Families and Learning about the establishment of a state approved alternative learning program. An application was drafted, and with board approval was submitted to CFL.
Location: Townsite Centre - National Guard Armory.

1997-98: The Moorhead District received approval for operation of a state approved alternative learning program for middle level and high school learners. MCAP was established as a regular education program and separate school site. The District did not receive approval for independent study options, age 16 and above, which was designated to the Youth Educational Services Program, administered by Lakes Country Service Cooperative. Location: Townsite Centre - National Guard Armory.

1998-99: The targeted services option was made available to ALC's. As the YES Program did not plan to make that expansion, the Moorhead District made application to become an area learning center. The CFL worked with the MCAP and YES Programs to work with the designations, ie. YES became an alternative learning program and the Red River Area Learning Center, former MCAP, was established.
Location: National Guard Armory.

1999-2000: The Red River Area Learning Center continued to implement targeted services programming, in collaboration with the Compensatory Program Manager. Day Treatment options for Level V students were also established at the RRALC. The RRALC aligned the Level V component with the ALC to provide regular and special education services to students as appropriate. Location: National Guard Armory - D & M Professional Center.

3. Philosophy.

It is a premise of the program that learning is multi-faceted and encompasses the student's entire educational experience in structured and unstructured settings. Curriculum is not only planned events, but spontaneous situations that present opportunities for growth. Learning environments are not as much about where students learn as how. Based on this premise, students are introduced to a variety of learning opportunities across a variety of settings. The academic program is relevant, focused, and competency based. The program assists learners with the ultimate

vision of becoming life long learners who know how to learn, who can set goals for themselves, who believe in themselves, and who can monitor their own success. Nothing is done for students that they are capable of doing for themselves.

4. Academic Core.

The framework for the program is the Profile of Learning and acquisition of credit, as outlined by the Board. The RRALC addresses remedial needs, as well as opportunities to demonstrate the high standards. Students at the RRALC have the opportunity to work on the standards in ways which compliment their diverse interests, experiences and learning styles. Strategies for learning include:

- Accelerated skill development.
- Advanced academic preparation.
- Interdisciplinary studies with thematic content.
- Out of school learning.
- Technology and computer based learning.
- Self-directed learning and independent study.
- Service learning.
- Career exploration.
- Work to learn and connecting activities.

5. Continual Learning Plan.

The continual learning plan (CLP) addresses personal needs and serves as a guide for a personalized, relevant, and flexible course of study. The CLP reflects the program's mission to provide quality services to learners at risk by engaging them in the learning process, preparing them to meet the proficiencies of the state graduation standards, facilitating their transition between educational settings, supporting their achievement of a high school diploma (or equivalent) and equipping them with a solid background for meeting educational and vocational goals beyond high school.

6. Student Expectations - Management and Accountability.

The program promotes the basic expectations of mutual respect, prosocial behavior, personal responsibility and accountability throughout the program. Accountability for one's choices and standards of productivity are emphasized throughout the program.

7. Program Size and Facilities.

The off-site program is currently located at the D & M Professional Building. The site houses the middle level and high school programs. The middle level program encompasses 4 classrooms for grades 5-9. When the teachers departmentalize during the day, the learners are divided by skill level, ie. reading, and all special education students are mainstreamed. An additional 4 classrooms are dedicated to the Senior High Program, grades 9-12. The average classroom is 600 square feet to accommodate approximately 16 learners per period. In addition to the classrooms, the site includes a school office - entry, commons-lunch room area, collaborative classroom - family life area, and office space for the director and support personnel.

Common space is also reserved for a Lakeland therapist and practitioner who occupy other space within the D & M Building. As a variety of community agencies and projects collaborate with the program on-site, common space is also designated for those projects. The square footage leased by the District is 10,990 square feet.

8. Student Composition.

The program accommodates learners in grades 5 - 12 who meet eligibility criteria according to the Minnesota Graduation Incentives Program. Approximately 217 students were served during the 1999-00 school year, September 5 - June 3rd. The population grew throughout the year to an average daily membership of 122 students, with 50 middle level students and 72 high school students, respectively. Information collected at intake indicates that students present multiple and complex educational and support needs, including the following:

- poverty (.94);
- educational disabilities (.32);
- limited English proficiency (.16);
- truancy (.32);
- deficient academic progress (.21);
- homelessness (.34);
- chemical dependency (.28)
- pregnancy or parenting (.10);
- abuse issues (.30);
- mobility (.32).
- deficient academic skills (.35) *

* Results from the Minnesota Basic Standards Tests for February, 2000, indicated that only .28 of the 8th graders passed the Reading Test and .18 passed the Math Test. Of the 8th grade students who passed the Reading test, .32 scored at the 25th percentile, .28 between the 28th and 50th percentile; .12 between the 51st to 74th percentile; and .28 between the 76th to 100th percentile. Only .48 of the entire RRALC student population enrolled in February, 1999, had passed the Basic Standards Tests. The information included in the Basic Standards Test School Profile Report for the RRALC, included a drop out rate of .10 and a mobility index of 2.33. Thirty-six percent of the students who took the Basic Standards Tests in February, 2000, were new to the RRALC since January 1, 2000.

** .57 of the RRALC students who remained enrolled in the program who did not pass the Basic Standards Tests in 1999 received passing scores in February, 2000.

9. Enrollment Trends.

The RRALC has continued to grow by approximately 25 to 30 percent annually. Trends suggest increasing numbers of younger age students, ages 12 - 14, and increasing numbers of older students, ages 17-18+. The number of students with IEP's has stabilized and accounts for approximately one-third of the program to date.

The program continues to broaden its referral base to learners from other districts, including Dilworth-Glyndon-Felton, Hawley, Barnesville, and Detroit Lakes. The capacity of the existing site is approximately 130 students. The program reached near capacity in the Spring of 2000. Approximately 100 students are expected to enroll in the RRALC at the beginning of the 2000-01 school year.

Enrollment trends for the RRALC suggest a broadening referral base which is encompassing other referral agents and school districts. The mobility factor is significant. As RRALC students move between districts, they appear to return for some portion of the school year. The RRALC has become a "home school" for many at-risk students as they experience multiple placements and moves.

Entrance:

Ninety six students enrolled in the RRALC during September of 1999. One hundred twenty additional students were admitted to the program during the 1999-00 school year. The referral base for the RRALC included area schools, students, parents - extended family, service providers, alternative education programs, treatment facilities, and court services. Sixty-one percent of the students admitted to the program between October, 1999 and May, 2000, were former RRALC students who were returning to Moorhead from other locations. Other referrals included former RRALC students who had dropped out of school and elected to continue their education (.03); students enrolling in the RRALC from other Districts in Minnesota (.08); and students enrolling in the RRALC from other states (.05). Approximately thirty percent of the students were referred by other Moorhead Schools.

Exit:

Mobility is a major factor in programming for students at the RRALC. Ninety-six students enrolled in the RRALC during September, 1999. Only 34 students (.35) remained in the program throughout the entire school year. Some students entered and exited the program up to three times during the school year. Approximately .44 of the students served by the RRALC during the 1999-00 school year exited the program at some point. Discharges were accounted for by family moves from the school district (.33); placements in treatment and correctional settings (.21); dropping out of school (.11); transfers to the YES Program (.11); transfers to Outreach (.04); and transfers to the regular building, including Robert Asp (.03), Junior High School (.03), and Senior High School (.11) respectively. The number of students exiting the program each month ranged from 6 in May, 2000, to 21 in November, 1999.

10. Staffing

The staff-student ration (including all licensed staff) is approximately 1:12. This accounts for a class size of approximately 16 students. The current staffing is adequate for approximately 100 alternative students and 20 Level V EBD students. Adequate staffing related to licensures and a need for comprehensive programming remains a challenge.

11. Financial Resources.

General Education - Prorated to hourly units of student membership.

Special Education - Based on special education staff.

Compensatory Education - Title One School, related funding.

See Addendum Two - 1999-00 Budget - RRALC

12. Regulatory Environment

The RRALC is considered a separate school by the Department of CFL and has the same regulatory requirements as other buildings. The RRALC has also been factored as a separate school by the Moorhead District since 1998. Specific regulations which govern operation of the RRALC including the following:

- Department of Children, Families and Learning:
 - Alternative Education (State)
 - Special Education (Federal and State)
 - Title One and Compensatory Programs (Federal and State)
 - Regular Education Curricular - Plant Requirements (State)
 - Health (State)
- Federal, State, and local statutes.

B. Red River Area Learning Center - Stakeholders.

1. Students: When surveyed, RRALC students indicated that their primary objective in attending the RRALC was to progress towards graduation. There was support for the caring expressed by staff and the ability to work at your own pace. Criticisms of the program related to the restrictions imposed by the program versus the regular buildings, particularly related to open campus and driving privileges. Students expressed interest in being more involved in extracurricular activities, but preferred that they be offered through the ALC.

2. Parents: Impressions from parents suggest that academic progress is a key concern. It is important to parents of younger students that their son or daughter will have an opportunity to return to the regular building if they meet criteria. Parents of older students are more focused on graduation and career goals, and are less concerned about location. Parents enjoy their children being "show cased" in extra curricular activities and events, which appears to promote cohesiveness and school pride. Many parents have on-going contact with the teachers and support staff, as they cope with difficult circumstances at school and at home. Parents have commented that the program is too punitive (usually when students are first placed in the program), but are often amazed at student levels of productivity and progress.

3. Community: It appears that community reactions center largely on issues of safety. The public often has a misconception of the RRALC students and perceive them as a threat. This has led to controversy over location and other policies. In truth, students at-risk who attend alternative schools tend to have less incidence of

violence and other acting out than traditional buildings. Despite attempts to educate community members about the ALC, there appears to be a fear of the unknown. This is a common occurrence for alternative schools around the state.

C. Red River Area Learning Center - Partnerships.

1. Types of schools and organizations with key linkages:
 - Moorhead Public Schools.
 - Other Clay County Schools.
 - Clay County Human Services.
 - Clay County Court Services.
 - Community agencies and organizations.
 - Other alternative schools and treatment facilities.
2. Referral Agents:
 - Schools.
 - Community agencies and organizations.
 - Parents and extended family.
 - Students.
 - Community Members.

D. Red River Area Learning Center - Limitations, special relationships, special requirements.

1. Level V EBD component and Day Treatment Services (10-30 students) require screening and child study referrals. Students cannot be put on waiting lists in the District if comparable programming is not identified to meet their needs. Impacts numbers and staffing.
2. Students must meet RRALC eligibility requirements.
3. Small size is important.
4. District must assure access to other services and resources.
5. Cooperative programming with other buildings is important.

E. Red River Area Learning Center - Future Needs.

1. Alternative Education Task Force:

An alternative education task force was assigned by the Board to accomplish the following objectives:

1. To review Program Needs (including relationship with the YES Program);
2. To review enrollment trends (optimal size);
3. To review facility needs;
4. To review entrance and exit criteria according to state statutes;
5. To recommend a facilities plan for the five year period 2001-2006.

2. Recommendations:

1. Delivery System - The referral process to admit students has been developed and needs to be reviewed annually by the site leadership team. The site members need to collect data and analyze data for a site improvement process and plan. The intake process will be reviewed annually with a process to be reviewed by the Assistant Superintendent and Superintendent.

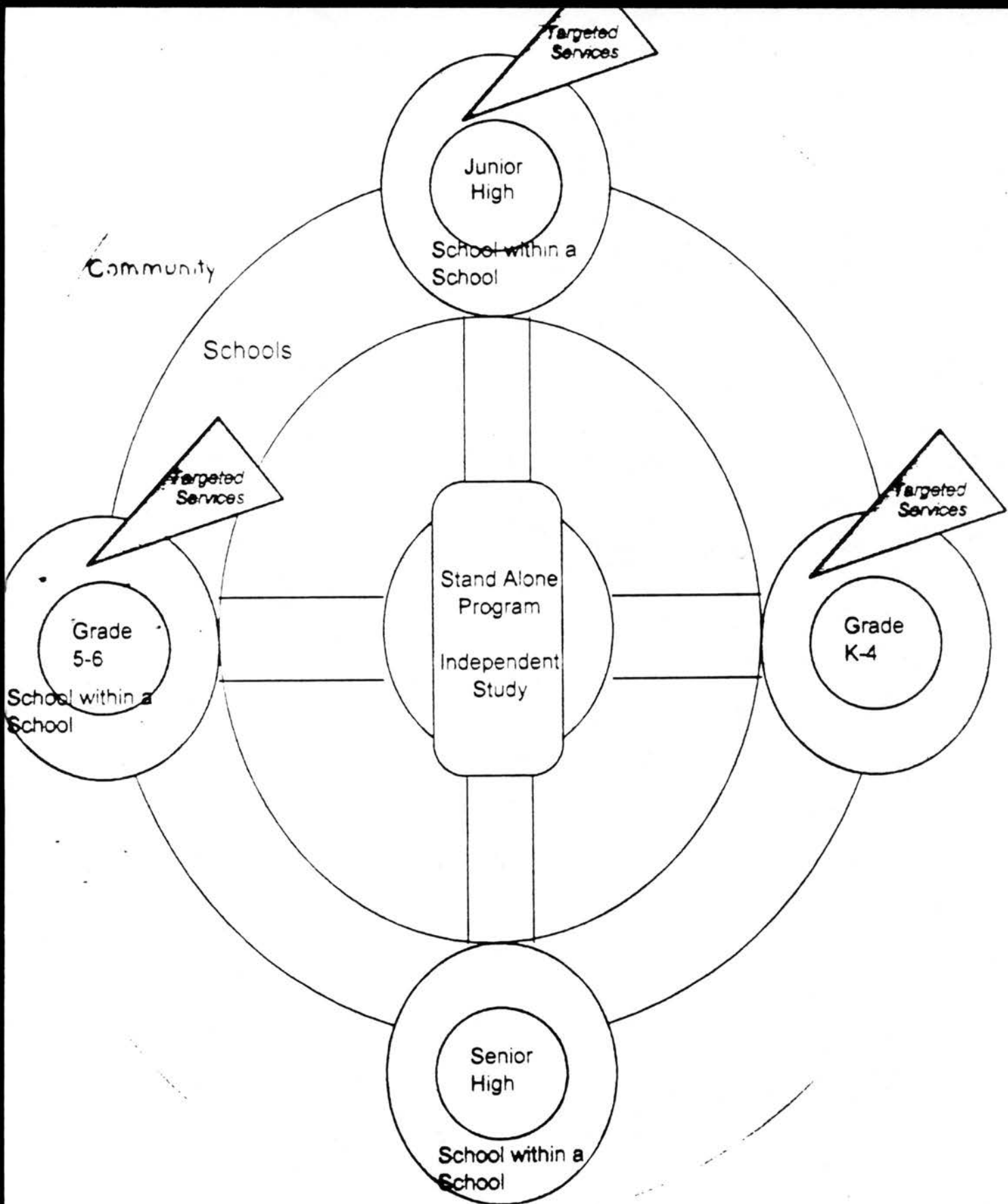
2. Enrollment - In December, 1999, the RRALC moved totally to the D & M Professional Center in south Moorhead. The facilities allow for flexible scheduling of students. The facility will meet the needs of the ALC if allowance is made for flexible schedules and shared sites with the Junior and Senior High School.

Next year a program is being piloted at Moorhead Senior High School to provide vocational programming at the high school in an extended day format.

3. Location - It is the recommendation of the Alternative Education Task Force for the Red River Area Learning Center site to be housed at the D and M Professional Center, with continued options of shared programs with the Junior High and Senior High Schools.

Addendum One:

Vision For Alternative Programming
Moorhead Public Schools

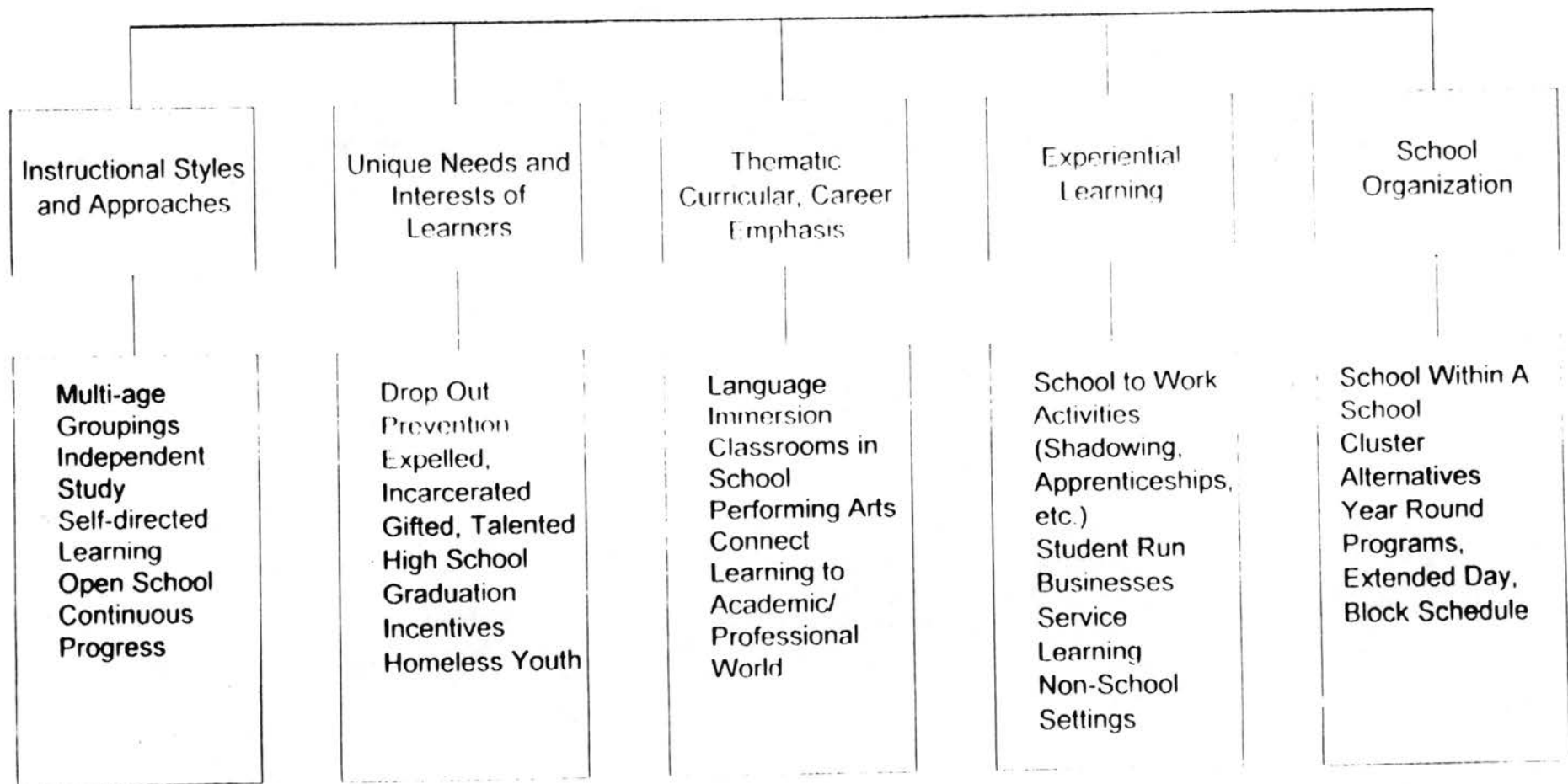


Programming for At-Risk Learners.....

Alternative Programs

The mission of alternative programming in the Moorhead district is to guide and support the development of healthy youth to thrive and be connected in a changing world.

Alternative Models/Focus



Addendum Two:

Red River Area Learning Center
1999-00 Budget

DATE - 8/08/00
TIME - 9:25:45
PROG - GNL.570
REPT - EXP BY ORG

EXPENDITURES BY ORGANIZATION CODE

June 30, 2000

ACCOUNT NUMBER / TITLE	99.00 BUDGET

FUND 01 GENERAL FUND	
ORG 395 MCAP	
PRO 035 INSTR ADMIN - SPECIAL SRV	

01.395.035.XXX.XXXXX.XXX INSTR ADMIN - SPECIAL SRV	.00

PRO 050 SCHOOL ADMINISTRATION	
01.395.050.000.00118.000 COORDINATORS	58,300.00
01.395.050.000.00210.000 FICA	4,460.00
01.395.050.000.00218.000 TRA	2,910.00
01.395.050.000.00220.000 GROUP HOSPITALIZAT.	1,550.00
01.395.050.000.00230.000 GROUP LIFE	80.00
01.395.050.000.00235.000 DENTAL INS	210.00
01.395.050.000.00250.000 TAX SHELTERED ANNUITIES	1,030.00

01.395.050.XXX.XXXXX.XXX SCHOOL ADMINISTRATION	68,540.00

PRO 203 ELEM. EDUC. 1-6	

01.395.203.XXX.XXXXX.XXX ELEM. EDUC. 1-6	.00

PRO 208 AFTER SCHOOL ENRICHMENT	
01.395.208.000.00118.000 COORDINATORS	140.00
01.395.208.000.00141.000 NON-LIC INSTRUCTNL/AIDES	780.00
01.395.208.000.00210.000 FICA	70.00
01.395.208.000.00214.000 PERA	40.00
01.395.208.000.00218.000 TRA	10.00

01.395.208.XXX.XXXXX.XXX AFTER SCHOOL ENRICHMENT	1,040.00

PRO 211 SEC. EDUC. GENERAL	
01.395.211.000.00140.000 INSTRUCTIONAL SAL.	90,320.00
01.395.211.000.00141.000 NON-LIC INSTRUCTNL/AIDES	40,000.00
01.395.211.000.00145.000 SUBSTITUTES	2,570.00
01.395.211.000.00210.000 FICA	1,070.00
01.395.211.000.00214.000 PERA	600.00
01.395.211.000.00218.000 TRA	77.00
01.395.211.000.00220.000 GROUP HOSPITALIZAT.	350.00
01.395.211.000.00230.000 GROUP LIFE	520.00
01.395.211.000.00311.000 CONTRACTED SERVICES	180.00
01.395.211.000.00321.000 TELEPHONE	300.00
01.395.211.000.00329.000 POSTAGE & PARCEL SERVICES	100.00
01.395.211.000.00349.000 COPIER EXPENSE	1,490.00
01.395.211.000.00350.402 CONTRACTED R & M	210.00
01.395.211.000.00365.000 TRANSP CHARGEBACK	330.00
01.395.211.000.00366.000 INDISTRICT TRAVEL	600.00
01.395.211.000.00367.000 TRAVEL-PROF DEVELOPMENT	900.00
01.395.211.000.00402.000 OFFICE SUPPLIES EXPENSE	500.00
01.395.211.000.00430.000 INSTRUCT SUPPLIES	3,620.00
01.395.211.000.00437.000 PAPER	950.00
01.395.211.000.00460.000 TEXTBOOKS	1,460.00
01.395.211.000.00851.000 SMALL GRANTS	500.00
01.395.211.317.00141.000 NON-LIC INSTRUCTNL/AIDES	23,950.00

June 30, 2000

ACCOUNT NUMBER / TITLE	99.00 BUDGET
11.395.211.317.00143.000 LICENSED INSTR. SUPPORT	25,330.00
11.395.211.317.00170.000 NON-INSTRUCTIONAL SUPPORT	14,000.00
11.395.211.317.00210.000 FICA	4,840.00
11.395.211.317.00214.000 PERA	930.00
11.395.211.317.00218.000 TRA	1,270.00
11.395.211.317.00220.000 GROUP HOSPITALIZAT.	5,740.00
11.395.211.317.00230.000 GROUP LIFE	165.00
11.395.211.XXX.XXXXX.XXX SEC. EDUC. GENERAL	222,872.00
PRO 216 EDUCATIONALLY DISADVANTGD	
11.395.216.401.00141.000 NON-LIC INSTRUCTNL/AIDES	30,050.00
11.395.216.401.00210.000 FICA	3,000.00
11.395.216.401.00214.000 PERA	2,680.00
11.395.216.401.00220.000 GROUP HOSPITALIZAT.	2,250.00
11.395.216.401.00367.000 TRAVEL-PROF DEVELOPMENT	2,700.00
11.395.216.401.00430.000 INSTRUCT SUPPLIES	2,760.00
11.395.216.XXX.XXXXX.XXX EDUCATIONALLY DISADVANTGD	43,440.00
PRO 219 LIMITED ENGLISH PROFECNY	
11.395.219.317.00140.000 INSTRUCTIONAL SAL.	7,600.00
11.395.219.317.00141.000 NON-LIC INSTRUCTNL/AIDES	11,950.00
11.395.219.317.00210.000 FICA	1,400.00
11.395.219.317.00214.000 PERA	620.00
11.395.219.317.00218.000 TRA	380.00
11.395.219.317.00220.000 GROUP HOSPITALIZAT.	1,980.00
11.395.219.317.00230.000 GROUP LIFE	20.00
11.395.219.317.00250.000 TAX SHELTERED ANNUITIES	80.00
11.395.219.XXX.XXXXX.XXX LIMITED ENGLISH PROFECNY	24,030.00
PRO 402 MILD-MODERATE MENT DISABL	
01.395.402.740.00140.000 INSTRUCTIONAL SAL.	10,670.00
01.395.402.740.00210.000 FICA	820.00
01.395.402.740.00218.000 TRA	533.00
01.395.402.XXX.XXXXX.XXX MILD-MODERATE MENT DISABL	12,023.00
PRO 408 EMOTNL/BEHAV DISORDER	
01.395.408.419.00140.000 INSTRUCTIONAL SAL.	18,540.00
01.395.408.419.00141.000 NON-LIC INSTRUCTNL/AIDES	5,870.00
01.395.408.419.00210.000 FICA	1,590.00
01.395.408.419.00218.000 TRA	1,230.00
01.395.408.419.00220.000 GROUP HOSPITALIZAT.	410.00
01.395.408.419.00230.000 GROUP LIFE	50.00
01.395.408.419.00430.000 INSTRUCT SUPPLIES	1,900.00
01.395.408.740.00140.000 INSTRUCTIONAL SAL.	154,500.00
01.395.408.740.00141.000 NON-LIC INSTRUCTNL/AIDES	29,250.00
01.395.408.740.00210.000 FICA	14,060.00
01.395.408.740.00214.000 PERA	1,440.00
01.395.408.740.00218.000 TRA	7,730.00
01.395.408.740.00220.000 GROUP HOSPITALIZAT.	11,330.00

ATE - 8/08/00
IME - 9:25:45
ROG - GNL570
EPT - EXP BY ORG

EXPENDITURES BY ORGANIZATION CODE

June 30, 2000

ACCOUNT NUMBER / TITLE	99.00 BUDGET
1.395.408.740.00230.000 GROUP LIFE	410.00
1.395.408.740.00430.000 INSTRUCT SUPPLIES	1,880.00
1.395.408.XXX.XXXXX.XXX EMOTNL/BEHAV DISORDER	250,190.00
RO 420 SPEC ED GENERAL	
1.395.420.419.00140.426 INSTRUCTIONAL SAL.	9,700.00
1.395.420.419.00218.426 TRA	450.00
1.395.420.740.00143.000 LICENSED INSTR. SUPPORT	8,830.00
1.395.420.740.00210.000 FICA	680.00
1.395.420.740.00218.000 TRA	440.00
1.395.420.740.00220.000 GROUP HOSPITALIZAT.	760.00
1.395.420.740.00230.000 GROUP LIFE	10.00
1.395.420.XXX.XXXXX.XXX SPEC ED GENERAL	20,870.00
RO 605 GEN. INSTRUCT. SUPP.	
1.395.605.000.00169.000 NOONHOUR/DETENTION SUPVR	2,130.00
1.395.605.000.00210.000 FICA	250.00
1.395.605.000.00214.000 PERA	80.00
1.395.605.XXX.XXXXX.XXX GEN. INSTRUCT. SUPP.	2,460.00
RO 640 STAFF DEVELOPMENT	
1.395.640.306.00145.000 SUBSTITUTES	140.00
1.395.640.306.00210.000 FICA	40.00
1.395.640.306.00214.000 PERA	20.00
1.395.640.306.00218.000 TRA	10.00
1.395.640.306.00367.000 TRAVEL-PROF DEVELOPMENT	1,056.00
1.395.640.306.00879.000 MISC STAFF DEVELOPMENT	264.00
1.395.640.387.00305.000 CONSLTG FEES/FEES FOR SRV	1,300.00
1.395.640.387.00367.000 TRAVEL-PROF DEVELOPMENT	1,480.00
1.395.640.387.00430.000 INSTRUCT SUPPLIES	70.00
1.395.640.XXX.XXXXX.XXX STAFF DEVELOPMENT	4,340.00
RO 720 HEALTH SERVICES	
1.395.720.317.00143.000 LICENSED INSTR. SUPPORT	9,310.00
1.395.720.317.00210.000 FICA	720.00
1.395.720.317.00218.000 TRA	470.00
1.395.720.317.00220.000 GROUP HOSPITALIZAT.	1,270.00
1.395.720.317.00230.000 GROUP LIFE	20.00
1.395.720.XXX.XXXXX.XXX HEALTH SERVICES	11,790.00
1.395.XXX.XXX.XXXXX.XXX MCAP	661,595.00
1.1.XXX.XXX.XXX.XXXXX.XXX GENERAL FUND	661,595.00
REPORT TOTAL	661,595.00

Addendum Three:

Collaborative Partners
Red River Area Learning Center

LEARNER OPTIONS DISCRETIONARY FUNDING APPLICATION
- COLLABORATION -

ED-02145-06
Page 7

District/Consortium Name (Fiscal Agent) Moorhead Public Schools	District Type and Number ISD 152
--	-------------------------------------

Information contained in this chart should support your project narrative and work plan. Provide the name and requested information in the columns adjacent to the "TYPE OF ORGANIZATION" column. If your district consortium is NOT COLLABORATING with an organization of a listed type, leave the line blank. This chart should demonstrate the degree of school and community collaboration used in the planning for your project. Only organizations that are ready to commit a specific service, staff time, and so forth, should be listed.

TYPE OF ORGANIZATION	NAME OF ORGANIZATION	TYPE OF SERVICE(S) ORGANIZATION WILL OFFER	NAME AND TELEPHONE NUMBER OF ORGANIZATION KEY CONTACT PERSON
County Social Service	Clay County Social Services	Case Mgmt & Supportive Resources	Carol Beckstrom (218) 299-7143
Juvenile Justice Service	Mn Department of Corrections and Juvenile Probation Office	Case Mgmt, Site Visits, & Linkage to Juveniles	Stacy Kray (218) 299-5052
Shelters	YWCA Women's Shelter	Shelter and linkage to Homeless Youth	Olivia Altenberg (701) 232-3449
Local Law Enforcement	Moorhead Police Department	Linkage to Juvenile Offenders & Supportive Resources	Luis Ochoa, Community Officer (218) 299-5143
Public Health Agency	Family Health Care Center	Screening and Supplies Health Outreach Services	Mary Vos (218) 299-7187
Chemical Health Agency	Clay County Social Services	Rule 25 Chemical Health Screening & Placement	Sandy Hanson (218) 299-5200
Business Community	Red River Area Learning Center	Vocational Development - Linkage to Work Sites, Training	Bradley Hawkins (218) 299-6273
Religious Institutions	Youth For Christ	Mentoring for At-Risk Youth	Beau Huntley (701) 237-6682
Community Recreation Agencies	Moorhead Parks and Recreation	After School and Summer Programming	Bob Fogel (218) 299-5340
Academic Institutions of Higher Learning	Concordia College & Moorhead State University	Tutors, Volunteers, Practicum Students, Collaborative Projects	D Wolters (218) 299-3492 L Hauge-Stoffel (218) 299-2989
Homeless Advocates	Fargo-Moorhead Coalition For The Homeless	Research and Community Advocacy	Ranac Bickett (218) 232-3241
Prevention Organizations	Moorhead Healthy Community Initiative	After School Enrichment Activities & Mentoring Program	Dianna Hatfield (218) 233-2468
Parent Groups	Red River Area Learning Center	Parent Support Services and Advocacy	Linda Scheet, Social Worker (218) 299-6345
Neighborhood Organizations	People Escaping Poverty	Referrals and Advocacy	Duke Schempp (218) 236-5434
Youth and Youth Serving Organizations	Youthworks	Consulting, crisis counseling, anger management services	Kathy Smith (218) 232-8558
Battered Women's Organizations	Migrant Health Services, Inc.	Crisis Intervention and Support for Battered Women	Maria Garcia (218) 236-6502
Sexual Assault Centers	Rape and Abuse Crisis Center	Education & Advocacy on sexual assault issues	Beth Haseltine (701) 293-7273
Mental Health Agency	Lakeland Mental Health Center	Case Management, Treatment, Psychiatric Consultation	John Molstre (218) 233-7512
Community Correction Agency	West Central Regional Juvenile Center Treatment Program	Evaluation, Treatment, and Care for Delinquent Youth	Barry Stein (218) 299-5150
Alternative School	Youth Educational Services	Independent Study Options For At-Risk Youth, Ages 16+	Bob Wiltsay (218) 233-0924
Area Learning Center	Red River Area Learning Center	Education, Support, Transition Services, Grades 5-12	Debra Pender (218) 299-6271
Other (specify):	Moorhead Public Schools Instruction and Advisory Board	Advisory Committee to Local School Board	Glenda Prey (218) 236-7995

Significant District/Consortium Name (Fiscal Agent)
Moorhead Public School

District Type and Number
ISD 152

Information contained in this chart should support your project narrative and work plan. Provide the name and requested information in the columns adjacent to the "TYPE OF ORGANIZATION" column. If your district/consortium is NOT COLLABORATING with an organization of a listed type, leave the line blank. This chart should demonstrate the degree of school and community collaboration used in the planning for your project. Only organizations that are ready to commit a specific service, staff time, and so forth, should be listed.

TYPE OF ORGANIZATION	NAME OF ORGANIZATION	TYPE OF SERVICE(S) ORGANIZATION WILL OFFER	NAME AND TELEPHONE NUMBER OF ORGANIZATION KEY CONTACT PERSON
County Social Service	Clay County Social Services	Minor parent case mgmt Education assistance	Janet Tuck (218)299-5200
Juvenile Justice Service	Clay County Joint Powers Collaborative	Restorative Justice Program	Jill Wenger (218)979-8899
Shelters	West Central Regional Juvenile Center	30 day eval-program, shelter, consequential program	Barry Stein (218)299-5150
Local Law Enforcement	Clay County Sheriff's Dept	Linkage to juvenile offender and support	Larry Costello (218)299-5151
Public Health Agency	Clay County Public Health	Referrals, programs and linkage to homeless youth	Becky Hulden (218)299-7187
Chemical Health Agency	Wellness Program	Outpatient Chemical Addiction Program and assessment	Mike Blankedahl (218)233-6398
Business Community	D&M Technologies, Inc	Employment opportunities and training for student ran business	David L. Ormer (218)236-7042
Religious Institutions	F-M Ministerial Association	Lost and Found Ministries-12 Step, Library and Resource	Trinity Lutheran Church (218)236-1333
Community Recreation Agencies	National Guard-Guard our Youth Program	Recreation opportunities and Facility-Armory	Patti Larson (218)291-4340
Academic Institutions of Higher Learning	Northwest Moorhead Technical College	Consultation, Post Secondary Options	Ted Guerrero (218)236-6277
Homeless Advocates	Moorhead Education Program for Homeless	Crisis intervention and following services	Linda Scheet (218)299-6345
Prevention Organizations	Red River Area Learning Center	Extended day- year-round-targeted services	Debra Pender (218)299-6271
Parent Groups	Indian Education Migrant Education	Family Liaison Services and parent support	Pat King (218)299-6257
Neighborhood Organizations	Mujeros Unidos	Programming for youth- art, esteem building	Jill Danielson (218)233-0672
Youth and Youth Serving Organizations	Clay County Children's Mental Health Collaborative	Advisory, Support for Programs and Services	Cynthia Sillers (218)299-7270
attered Women's Organizations	Rape-N-Abuse Crisis Center	Education, Advocacy, Counseling Services	Beth Haseltine (218)293-7273
Sexual Assault Centers	Migrant Health Services	Advocacy for Hispanic Community, Counseling	Maria Garcia (218)236-6502
Mental Health Agency	Lakeland Mental Health	Day Treatment for students with emotional/behavioral issues	Ron Odden (218)233-6314
Community Correction Agency	Truancy Intervention Program-Clay County	Truancy Trackers, Family Advocates	Paul Wralstad (218)299-6278
Alternative School	Moorhead Senior High School	Liaison to Court Services, Independent Study Lab	Gene Boyle (218)299-6301
Area Learning Center	Red River Area Learning Center	Education Services, Advocacy, and follow-up	Jim Thom (218)299-6365
Economic Security	Rural MN CEP	Job/Job Training for Youth At-Risk	Anita Astran (218)287-5060
Wellness-Collaborative Program	Migrant Health Services	Youth Wellness Education and Advocacy	Nancy Tetah (218)236-6502

MEMO #: S-01-015

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent 

DATE: July 20, 2000

RE: Legal Opinion Regarding Open Meeting Requirements for Contract Negotiations

An issue was raised by citizen James Hewitt at the July 17, 2000 School Board meeting regarding the necessity of the principals' contract negotiations being required to be conducted as an open public meeting. The School Board chose to delay consideration and action on the recommendation for approval of tentative agreement for settlement of the principals' contract 2000-2002 until receiving an opinion on the matter from the district's legal counsel.

Please find the attached letter from Mr. James Knutson, Knutson, Flynn, Deans & Olsen. Mr. Knutson's opinion states that "there was no violation of the Open Meeting Law, and no prior public notice of negotiation session was required."

This opinion is based upon statute and significant case law. Essentially, Knutson holds that no violation occurred because, "the superintendent was a single person and not a committee. Moreover, the superintendent was neither capable of exercising decision-making powers of the School Board, nor was he delegated such power by the School Board. He could only reach tentative agreements and recommend such tentative agreements to the full School Board for final action."

According to Mr. Knutson's opinion, Mr. Hewitt's contention is without merit and the district has practiced its negotiation process in a legal fashion.

LPN:jg

KNUTSON, FLYNN, DEANS & OLSEN

PROFESSIONAL ASSOCIATION

JAMES E. KNUTSON
JOSEPH E. FLYNN
THOMAS S. DEANS
PATRICK J. FLYNN
GLORIA BLAINE OLSEN
STEPHEN M. KNUTSON
MARIE C. SKINNER
MAGGIE R. WALLNER
SUSAN E. TORGERSO

1155 CENTRE POINTE DRIVE, SUITE 10
MENDOTA HEIGHTS, MINNESOTA 55120
TELEPHONE (651) 222-2811 FAX (651) 225-0600

July 18, 2000

LAWRENCE J. HAYES
JOHN J. JOHNSON
GREGORY H. MADSEN
CHARLES E. LUND
MICHELLE D. KENNEDY
TIMOTHY R. PALMISTIER
DANIEL J. S. BUCKER
JENNIFER K. ANDERSON
KATHRYN M. PERLINDE

PALL W. HETLAND
1994-1995
MICHAEL J. FLYNN
1991-1992

Dr. Larry P. Nybladh
Superintendent of Schools
Independent School District No. 152
810 - 4th Avenue South
Moorhead, MN 56560

PRIVILEGED AND CONFIDENTIAL
VIA FACSIMILE AND U.S. MAIL

Re: Open Meeting Law

Dear Dr. Nybladh:

You have requested an opinion of our office as to whether the School District violated the Open Meeting Law when the superintendent met and negotiated a collective bargaining agreement ("COB") with a committee of members to the Moorhead Principals' Association ("MPA") without notifying the public of such negotiation sessions.

The Moorhead School Board appointed a committee to negotiate a new COB with a committee appointed by the MPA. In addition, the School Board authorized the superintendent to meet individually with the MPA committee to negotiate and reach tentative agreement on provisions of the COB. However, the superintendent was not authorized to reach a final and binding agreement. The tentative agreement was considered to be a recommendation which would require a majority vote of approval by the School Board.

The superintendent did meet on one or two occasions with the full School Board in a private session to discuss the status of MPA negotiations. Prior public notice was given of such meetings, and they were tape recorded. No meetings were held between the superintendent and the School Board committee. The superintendent did not post prior public notice of his individual negotiation sessions or provide prior notice to the public of such sessions to those members of the public who requested prior notice of School Board meetings.

Minnesota Statutes § 471.705, subd. 1a provides, in part, as follows:

Subdivision 1. **Presumption of openness.** (a) Except as otherwise expressly provided by statute, all meetings, including executive sessions, of a state agency, board, commission, or department, when required or permitted by law to transact public

business in a meeting, and the governing body of a school district however organized, unorganized territory, county, statutory or home rule city, town, or other public body, and of any committee, subcommittee, board, department, or commission of a public body must be open to the public, except meetings of the commissioner of corrections. The votes of the members of the state agency, board, commission, or department or of the governing body, committee, subcommittee, board, department, or commission on an action taken in a meeting required by this subdivision to be open to the public must be recorded in a journal kept for that purpose, and the journal must be open to the public during all normal business hours where records of the public body are kept. The vote of each member must be recorded on each appropriation of money, except for payments of judgments, claims, and amounts fixed by statute. This section does not apply to a state agency, board, or commission when it is exercising quasi-judicial functions involving disciplinary proceedings.

Minnesota Statutes § 471.705, subd. 1c (b) and (d) provides as follows:

Subd. 1c. Notice of meetings.

* * *

(b) Special meetings. For a special meeting, except an emergency meeting or a special meeting for which a notice requirement is otherwise expressly established by statute, the public body shall post written notice of the date, time, place, and purpose of the meeting on the principal bulletin board of the public body, or if the public body has no principal bulletin board, on the door of its usual meeting room. The notice shall also be mailed or otherwise delivered to each person who has filed a written request for notice of special meetings with the public body. This notice shall be posted and mailed or delivered at least three days before the date of the meeting. As an alternative to mailing or otherwise delivering notice to persons who have filed a written request for notice of special meetings, the public body may publish the notice once, at least three days before the meeting, in the official newspaper of the public body or, if there is none, in a qualified newspaper of general circulation within the area of the public body's authority. A person filing a request for notice of special meetings may limit the request to notification of meetings concerning particular subjects, in which case

the public body is required to send notice to that person only concerning special meetings involving those subjects. A public body may establish an expiration date for requests for notices of special meetings pursuant to this paragraph and require refiling of the request once each year. Not more than 60 days before the expiration date of a request for notice, the public body shall send notice of the refiling requirement to each person who filed during the preceding year.

* * *

(d) **Recessed or continued meetings.** If a meeting is a recessed or continued session of a previous meeting, and the time and place of the meeting was established during the previous meeting and recorded in the minutes of that meeting, then no further published or mailed notice is necessary. For purposes of this clause, the term "meeting" includes a public hearing conducted pursuant to chapter 429 or any other law or charter provision requiring a public hearing by a public body.

Minnesota Statutes § 471.705, subd. 1 states that all meetings, including executive sessions of the governing body of any school district and of any committee, subcommittee, board, department or commission thereof, shall be open to the public.

In the case of Sovereign v. Dunn, 498 N.W.2d 62 (Minn. App. 1993), the Court of Appeals thoroughly discussed the application of the Open Meeting Law to meetings which are the subject of this opinion. The Sovereign court cited Moberg v. Independent Sch. Dist. No. 281, 336 N.W.2d 510, 518 (Minn. 1983) as follows:

The test for determining whether a particular meeting is subject to the open meeting law was established in *Moberg v. Independent Sch. Dist. No. 281*, 336 N.W.2d 510, 518 (Minn. 1983). In *Moberg*, members of a school board met privately in groups of less than a quorum on at least 17 different occasions . . . The court held that "the public's right to be informed must be balanced against the * * * effective and efficient administration of public bodies" *Id.* Applying this test, the court found that meetings which must be open are

those gatherings of a quorum or more members of the governing body, or a quorum of a committee, subcommittee, board, department, or commission

thereof, at which members discuss, decide, or receive information * * *.

In Moorhead, as in Moberg, the superintendent was not a quorum of the school board or a quorum of a committee. Furthermore, as in Sovereign, the proposed agreement derived from the negotiation sessions could not be acted upon without full deliberation by the full school board. Moberg at 336 N.W.2d at 517 further stated:

The legislature did not intend to extend the open meeting law to "informal discussions between a few colleagues, or to groups too small to effect a decision on agency business."

Also, in Minnesota Daily v. University of Minnesota, 432 N.W.2d 189, 193 (1988), *per. for rev. denied* (Minn. Jan. 25, 1989), the court stated:

In finding that there was no violation, we noted that the committee had the power to recommend candidates for the position and the obligation to report its findings, "but no power to *decide* who the next president [would] be." *Id.* at 193 (emphasis in original).

Then in Hubbard Broadcasting, Inc. v. City of Afton, 323 N.W.2d 757, 765 (Minn. 1982), the Supreme Court said:

... discussions between two city council members did not violate the open meeting law even when the meeting was related to specific pending matters.

Finally, the court concluded in Sovereign:

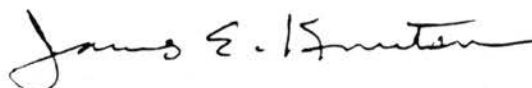
[7][8][9] Accordingly, we hold that a gathering of public officials is not a "committee, subcommittee, board, department or commission" subject to the open meeting law unless the group is capable of exercising decision-making powers of the governing body. The capacity to act on behalf of the governing body is presumed where members of the group comprise a quorum of the body. It could also arise where there has been a delegation of power from the governing body.

As in the cases cited above, the superintendent was a single person and not a committee. Moreover, the superintendent was neither capable of exercising decision-making powers of the School Board, nor was he delegated such power by the School Board. He could only reach

tentative agreements and recommend such tentative agreements to the full School Board for final action.

Therefore, there was no violation of the Open Meeting Law, and no prior public notice of negotiation sessions was required.

Sincerely yours,

A handwritten signature in cursive script, appearing to read "James E. Knutson".

James E. Knutson

JEK:df

MEMO #: P.00.170

TO: Board of Education

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

DATE: August 8, 2000

RE: Principal Association Agreement for two years, 2000-01 and 2001-02

The representatives and I have negotiated for the following terms of the agreement: employees will move one step each year and the schedule will increase 2.45% year one and 3.36% year two.

Each year add a step and delete a step. In 2001-02 renumber the steps from 0 to 14.

<u>Base</u> <u>99.00.</u>	<u>\$ Inc.</u>	<u>% Inc.</u>	<u>Year 1</u> <u>2000-01</u>	<u>\$ Inc.</u>	<u>Year 2</u> <u>% Inc.</u>	<u>2001-02</u>
\$889,158	\$44,444	5.00%	\$933,602	\$51,351	5.50%	\$984,953

Language changes have been agreed to in the following articles:

Article X, Section 7: Insurance Premiums for Retirees

Article XV, Section 3: Formula - Proration

Article VII, Section 3: Work Assignment

Article VIII, Section 2: Vacation

Article VIII, Section 3: Holidays

See attached spreadsheet and language changes.

Suggested Resolution: Approve the Principals' Association agreement for the next two years, 2000-02 with the proposed language changes. The total cost increase is \$95,795 over the two years for the ten principals.

LPN:jg

ARTICLE X

INSURANCE

Section 7. Insurance Premiums for Retirees - The School District will expend funds to pay premiums on hospitalization and major medical insurance coverage for employees covered by this Agreement retiring after May 1, 1974, with ~~ten (10)~~ eight (8) or more years of service with the District and who retire prior to age sixty-five (65), and who are between the ages of fifty-five (55) and sixty-five (65). Dependent coverage at the expense of the individual retiree will be offered as an option for the retiree. The District shall pay the cost of single coverage. The option for retirees age fifty-five through sixty (55-60) to obtain the benefits of this Article shall be renegotiated at the end of this Agreement period.

ARTICLE XV

SEVERANCE PAY/DEFERRED COMPENSATION

Section 3. Formula - Proration - A principal or assistant principal shall be eligible for severance pay based on the highest annual salary of the last five (5) years, ~~on the following proration rate:~~ as follows:

Proration Formula by Age

55 through 57	75%
58 through 60	60%
61	50%
62	40%
63	30%
64	20%
65 through 69	0%

<u>Age 55 through 60</u>	<u>75%</u>
--------------------------	------------

ARTICLE VII

CONDITIONS OF EMPLOYMENT

- Section 3. Subd. 1. Change in Principal Duties - The Board agrees that during the term of the Agreement it will not change the duties of any position within the bargaining unit without conferring with the Association.
- Subd. 2. Work Assignment - It is mutually agreed that the Superintendent will meet and confer with the Association for the purpose of determining extra compensation for work which is beyond that regularly expected under the assignment.

ARTICLE VIII

WORK YEAR ASSIGNMENT

- Section 2. Vacation - Principals will be granted a total of twenty-five (25) vacation days per annum. Vacation ~~cannot be accumulated~~ may be accumulated for one year with the authorization of the Superintendent, and must be scheduled with approval of the Superintendent or his/her delegated assistant. Principals shall be paid for up to 10 days for unused vacation days, if any, at the time of resignation or retirement. The payment shall be an amount based on their daily salary rate, and paid as a lump sum. Vacation and holidays will be provided on a pro-rata basis for those working less than twelve (12) months in a contract year.
- Section 3. Holidays - All Principals shall have the following paid holidays:
- | | |
|--|------------------------|
| New Year's Day | Thanksgiving Day |
| Good Friday | Day after Thanksgiving |
| Memorial Day | Christmas Eve Day |
| Independence Day | Christmas Day |
| Labor Day | New Year's Eve Day |
| <u>President's Day (if teachers and students are not present in the building).</u> | |

STEPS	2000.01 D61	2000.01 D62	2000.01 D63	2000.01 D71	2000.01 D72	2000.01 E81	
0-3	56,354	59,247	65,312	66,548	70,174	77,093	0-3
4	57,661	60,646	66,805	68,181	71,923	79,051	4
5	58,967	62,046	65,312	69,815	73,673	81,012	5
6	60,272	63,445	66,805	71,448	75,423	82,971	6
7	61,534	64,800	68,298	73,034	77,125	85,001	7
8	62,839	66,199	69,791	74,667	78,874	86,961	8
9	64,145	67,599	71,284	76,300	80,624	88,920	9
10	65,452	68,998	72,776	77,933	82,374	90,879	10
11	66,758	70,397	74,269	79,566	84,124	92,839	11
12	68,065	71,798	75,764	81,199	85,873	94,798	12
13	69,371	73,197	77,257	82,832	87,622	96,759	13
14	70,677	74,597	78,749	84,464	89,372	98,718	14
15	71,983	75,996	80,242	86,097	91,122	100,678	15
16	73,290	77,396	81,735	87,730	92,871	102,636	16
17	74,596	78,795	83,227	89,363	94,620	104,595	17
				90,996	96,369	106,554	
Steps	1,306	1,399	1,493	1,633	1,749	1,959	

F1	103.36%	103.36%	103.36%	103.36%	103.36%	103.36%	
STEPS	01.02 D61	01.02 D62	01.02 D63	01.02 D71	01.02 D72	01.02 E81	Renumber
0-4	59,598	62,684	69,049	70,472	74,340	81,708	0-4
5	60,948	64,131	67,506	72,160	76,148	83,734	5
6	62,298	65,577	69,049	73,848	77,957	85,759	6
7	63,601	66,977	70,593	75,487	79,717	87,857	7
8	64,950	68,423	72,136	77,175	81,524	89,882	8
9	66,300	69,870	73,679	78,863	83,333	91,908	9
10	67,651	71,316	75,222	80,551	85,142	93,933	10
11	69,002	72,763	76,765	82,239	86,950	95,959	11
12	70,352	74,210	78,309	83,927	88,758	97,983	12
13	71,702	75,657	79,852	85,615	90,567	100,010	13
14	73,052	77,103	81,395	87,302	92,375	102,035	14
15	74,402	78,550	82,938	88,990	94,184	104,060	15
16	75,752	79,996	84,481	90,678	95,991	106,085	16
17	77,102	81,443	86,024	92,366	97,799	108,110	17
18				94,054	99,607	110,134	18

99 2000

Spread Sheet
Line #

07-Jul-2000

102 4500% 99 00 Schedule Inc

103 3600%

PRINCIPALS NEGOTIATIONS SPREAD SHEET

	99 00	99 00	99 00	99 00	99 00	99 00	99 00	STEPS
	D61	D62	D63	D71	D72	E81		
0-2	53,731	56,463	59,379	63,363	66,788	71,336	0.2	
3	55,006	57,830	60,836	64,957	68,496	75,249		3
4	56,282	59,196	62,293	66,551	70,203	77,161		4
5	57,557	60,562	63,750	68,145	71,911	79,075		5
6	58,831	61,928	65,207	69,739	73,619	80,987		6
7	60,062	63,250	66,665	71,287	75,281	82,968		7
8	61,316	64,616	68,122	72,881	76,988	84,881		8
9	62,611	65,982	69,579	74,475	78,696	86,794		9
10	63,887	67,148	71,036	76,069	80,404	88,706		10
11	65,162	68,714	72,493	77,663	82,112	90,619		11
12	66,437	70,081	73,952	79,257	83,819	92,531		12
13	67,712	71,447	75,409	80,851	85,527	94,445		13
14	68,987	72,813	76,866	82,444	87,235	96,357		14
15	70,262	74,179	78,323	84,038	88,943	98,270		15
16				85,632	90,650	100,182		16
Comp worth	45.31	81.37	135.43	184.53	31.94			
Yearly	544	976	1,625	2,214	383			
	69,718	73,203	76,698	83,418	90,267			

C1	102 45%	102 45%	102 45%	102 45%	102 45%	102 45%		
STEPS	2000 01	2000 01	2000 01	2000 01	2000 01	2000 01		
	D61	D62	D63	D71	D72	E81		
0-3	56,354	59,247	63,312	66,548	70,174	77,093	0.3	
4	57,661	60,646	66,805	68,181	71,923	79,051		4
5	58,967	62,046	65,312	69,815	73,673	81,012		5
6	60,272	63,445	66,805	71,448	75,423	82,971		6
7	61,534	64,800	68,298	73,034	77,125	85,001		7
8	62,839	66,199	69,791	74,667	78,874	86,961		8
9	64,145	67,599	71,284	76,300	80,624	88,920		9
10	65,452	68,998	72,776	77,933	82,374	90,879		10
11	66,758	70,397	74,269	79,566	84,124	92,839		11
12	68,065	71,798	75,764	81,199	85,873	94,798		12
13	69,371	73,197	77,257	82,832	87,622	96,759		13
14	70,677	74,597	78,749	84,464	89,372	98,718		14
15	71,983	75,996	80,242	86,097	91,122	100,678		15
16	73,290	77,396	81,735	87,730	92,871	102,636		16
17	74,596	78,795	83,227	89,363	94,620	104,595		17
				90,996	96,369	106,554		
Steps	1,306	1,399	1,493	1,633	1,749	1,959		

F1	103 36%	103 36%	103 36%	103 36%	103 36%	103 36%		
STEPS	01 02	01 02	01 02	01 02	01 02	01 02		
	D61	D62	D63	D71	D72	E81	Renumber	
0-4	59,598	62,684	69,049	70,472	74,340	81,708	0.4	0
5	60,948	64,131	67,506	72,160	76,148	83,734		1
6	62,298	65,577	69,049	73,848	77,957	85,759		2
7	63,601	66,977	70,593	75,487	79,717	87,857		3
8	64,950	68,423	72,136	77,175	81,524	89,882		4
9	66,300	69,870	73,679	78,863	83,333	91,908		5
10	67,651	71,316	75,222	80,551	85,142	93,933		6
11	69,002	72,763	76,765	82,239	86,950	95,959		7
12	70,352	74,210	78,309	83,927	88,758	97,983		8
13	71,702	75,657	79,852	85,615	90,567	100,010		9
14	73,052	77,103	81,395	87,302	92,375	102,035		10
15	74,402	78,550	82,938	88,990	94,184	104,060		11
16	75,752	79,996	84,481	90,678	95,991	106,085		12
17	77,102	81,443	86,024	92,366	97,799	108,110		13
18				94,054	99,607	110,134		14
Steps	1,350	1,446	1,543	1,688	1,808	2,025		

42

43

44

45

46

47

48

49

50

51

52

53

54

55

56

57

58

59

60

61

62

63

64

65

66

67

68

69

70

71

72

73

74

75

76

77

78

79

80

81

82

83

84

85

86

87

88

89

90

12

	BASE YR COST 99	YEAR 1 COST \$ INC	% INC	TOTAL COST 00 01	YEAR 2 COST \$ INC	% INC	TOTAL COST 01 02
WAQBS SCHEDULE	760,628	33,726	4.43%	794,354	42,291	5.32%	836,646
					0		0
SUB TOTAL	760,628	33,726	4.43%	794,354	42,291	5.32%	836,646
FRINGES							
Travel	5,350	0	0.00%	5,350	0	0.00%	5,350
DEFERRED COMP	9,194	409	4.44%	9,603	512	5.34%	10,115
Retire Health Ins	4,667	3,259	69.83%	7,926	1,982	25.00%	9,908
Work Comp	4,716	209	4.43%	4,925	262	5.32%	5,187
Dues	7,800	780	10.00%	8,580	858	10.00%	9,438
Ltd	3,271	145	4.43%	3,416	182	5.32%	3,598
FICA	42,935	3,741	8.71%	46,676	2,536	5.43%	49,212
SS Medical	11,029	489	4.43%	11,518	613	5.32%	12,131
TRA	38,031	1,686	4.43%	39,718	2,115	5.32%	41,832
Life Ins	1,536	0	0.00%	1,536	0	0.00%	1,536
Sub Total	128,530	10,718	8.34%	139,248	9,059	6.51%	148,307
GRAND TOTAL	889,158	44,444	5.00%	933,602	51,351	5.50%	984,953
AVG WAGE							
YEAR	76,063	3,373	4.43%	79,435	4,229	5.32%	83,665
MONTH	6,339	281	4.43%	6,620	352	5.32%	6,972
DAY	292.55	12.97	4.43%	305.52	16.27	5.32%	321.79
HOUR	36.57	1.62	4.43%	38.19	2.03	5.32%	40.22
AVG FRINGE							
YEAR	12,853	1,072	8.34%	13,925	906	6.51%	14,831
MONTH	1,071	89	8.34%	1,160	75	6.51%	1,236
DAY	49.43	4.12	8.34%	53.56	3.48	6.51%	57.04
HOUR	6.18	0.52	8.34%	6.69	0.44	6.51%	7.13
TOTAL \$							
YEAR	88,916	4,444	5.00%	93,360	5,135	5.50%	98,495
MONTH	7,410	370	5.00%	7,780	428	5.50%	8,208
DAY	341.98	17.09	5.00%	359.08	19.75	5.50%	378.83
HOUR	42.75	2.14	5.00%	44.88	2.47	5.50%	47.35
2 YEAR GRAND TOTAL							
YEAR					95,795		
MONTH					7,979	10.50%	
DAY					798	10.50%	
HOUR					36.84	10.50%	
					4.61	10.50%	

9.76%

90 DISK TCH 2000 SUPPORT SERV NEG, PROGRAM "PRNBRI000"

SCHOOL BOARD COMMITMENT TO BOARD STANDARDS

The Moorhead School Board believes the responsibility for student achievement ultimately rests with the locally elected school board. Students and teachers are being held responsible for meeting standards. The School Board also should strive to meet standards for its outcomes and achievements. We affirm our intent and commitment to accepting this responsibility for our actions and decisions in striving for the best possible district outcomes.

Therefore, the Moorhead School Board resolves that:

The board, in adopting the Minnesota School Boards Association standards for board members, sets high expectations for itself;

The board sets high expectations for its working relationship with the superintendent;

The board is willing to be held accountable for its decisions and how decisions impact student achievement;

The board will evaluate itself annually against these standards;

The board will commit itself to continuous improvement by annually setting goals for itself toward meeting these standards and evaluate its progress in reaching these goals.

Moved by _____ Seconded by _____
Comments _____



TO: Dr. Nybladh

FROM: Beth Astrup *B. Astrup*

DATE: August 8, 2000

SUBJECT: PUBLIC HEARING ON PROPOSED PROPERTY TAXES FOR TAXES
PAYABLE IN 2001

On or before August 15, 2000, the school board must certify to the County Auditor the dates selected for the Truth-in-Taxation hearing and continuation of hearing if necessary. Dates selected must not conflict with dates set for counties, December 7 and 19.

On or before October 2, 2000, we must certify our Proposed Property Tax Levy Payable 2001 to the County Auditor.

One or more days after the public hearing (or immediately following the continuation hearing if one is held) but no later than December 27, 2000, school districts must adopt their final payable 2001 Property Tax Levy.

Suggested Resolution: Move to approve Thursday, November 30, 2000, 7:00 p.m. for initial hearing. Monday, December 11, 2000, 7:00 p.m. for continuation, if necessary.

If hearing is completed on November 30, 2000, will recommend adoption of final levy Monday, December 11, 2000.

BAA/krm



MEMO #: I-01-016

TO: Dr. Larry Nybladh

FROM: Lynne Kovash

SUBJECT: Profile of Learning Vote - YES Program

DATE: August 8, 2000

Attached is the proposal from the Youth Educational Services program dealing with the Profile of Learning vote. As you may remember this proposal needs to be approved by our school board, the district in which the center is located.

SUGGESTED RESOLUTION: Move to approve the Youth Educational Services Profile of Learning proposal to require 24 standards for graduation.

LAK/smw
Attachment

Youth Educational Services
Profile of Learning Proposal

- 24 standards will be required for graduation.
- The staff at Youth Educational Services will develop it's own policies regarding granting student waivers.
- The staff at Youth Educational Services will develop it's own performance assessments. Examples of the assessments will be available on request.
- Youth Educational Services will make it's own standards placement decisions. These placements may or may not coincide with those at Moorhead High School. Information on the courses and content standards will be provided to school counseling staff.

The following standards will be available for students of Youth Educational Services:

Read Listen, and View

Read Complex Information
Technical Reading

Write and Speak

Academic Writing
Technical Writing
Public Speaking
Interpersonal Communications

Arts and Literature

Arts Creation and Performance
Arts Analysis and Interpretation

Mathematical Concepts and Applications

Discrete Mathematics
Chance and Data Handling
Algebraic Patterns
Technical Applications
Shape, Space and Measurement

Inquiry

History of Science
History through Culture
Issue Analysis
Research Process
Social Science Process
Case Study

Scientific Concepts and Applications

Concepts in Biology
Earth and Space Systems
Environmental Systems

People and Cultures

Themes of U. S. History
U. S. Citizenship
Diverse Perspectives
Community Interaction
Institutions and Traditions in Society

Decision Making

Individual and Community Health
Physical Education and Fitness
Career Investigation
Occupational Experience

Resource Management

Economic Systems
Natural and Managed Systems
Personal and Family Resource Management

World Languages

World Language

S-M9-B05
Min
8/28/00

INDEPENDENT SCHOOL DISTRICT #152

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

August 28, 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"

*** The Moorhead School Board has been awarded with a Certificate of Excellence by the Minnesota School Boards Association for adopting board standards. The standards are in four fundamental roles of board members - vision, structure, accountability and advocacy - as well as conduct and ethics. Examples of the standards range from having written policies to recognizing achievement in the district to respecting the majority decisions of the board.

SCHOOL BOARD AGENDA - August 28, 2000

PAGE 2

The standards, along with indicators, will help board members gauge their performance and demonstrate accountability to the public. Adoption of the standards signifies a commitment to productive school district governance.

- 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 Gifts - Page 6
(2) Acceptance of Grants - Pages 7-8
- B. SYSTEM SUPPORT MATTERS - Astrup
(1) Approval of Townsite Centre Leases - Pages 9-10
- C. HUMAN RESOURCE MATTERS- Nielsen
(1) Approval of Change in Contract - Page 11
(2) Acceptance of Resignation - Page 12
(3) Approval of New Employees - Pages 13-14
- 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 - August 28, 2000

PAGE 3

4. **HISPANIC GRADUATION RATES IN THE MOORHEAD SCHOOL DISTRICT:**

Kovash

Pages 15-18

Presentation of research project regarding high school graduation rates of Hispanic students.

5. **MINNESOTA GRADUATION IMPLEMENTATION MANUAL:** Kovash

Page 19

Suggested Resolution: Move to approve the revised implementation manual for the Moorhead Area Public School District reflecting the changes in the Profile of Learning and direct administration to send the revised implementation manual to the Commissioner of Education by September 1.

Moved by _____ Seconded by _____
Comments _____

6. **VENDING CONTRACTS:** Astrup

Pages 20-21

Suggested Resolution: Move to approve contracts with FM Vending, Midwest Coca-Cola Bottling Company, and Pepsi-Cola Company for vending services to begin on September 5, 2000 and continue through August 31, 2004.

Moved by _____ Seconded by _____
Comments _____

SCHOOL BOARD AGENDA - August 28, 2000

PAGE 4

7. **BLEACHER BID AWARD**: Astrup

Pages 22-24

Suggested Resolution: Move to award the Gymnasium Bleacher Project at the Junior High and Robert Asp to Seating and Athletic Facility Enterprises for a total project cost of \$52,212, which includes the Base Bid No. 1 of \$34,870 and Alternate No. 1 of \$17,342.

Moved by _____ Seconded by _____

Comments _____

8. **ELECTRICAL DISTRIBUTION UPGRADE BID AWARD**: Astrup

Pages 25-27

Suggested Resolution: Move to award the Electrical Distribution Upgrade Project at the Senior High to Dakota Electric Construction Co. Inc., for a total project cost of \$76,000, which includes the Base Bid for \$34,000, Alternate No. 1 for \$28,000, and Alternate No. 2 for \$14,000.

Moved by _____ Seconded by _____

Comments _____

9. **FUTURE -FOCUSED INITIATIVES**: Nybladh

Pages 28-32

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

11. **ADJOURNMENT**

SCHOOL BOARD AGENDA - August 28, 2000**PAGE 5****CALENDAR OF EVENTS**

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
K-12 Teacher Workshops	August 29, 30, 31		District-wide
Back to School Night	August 30	6:30 - 8 pm	Robert Asp
Registration	August 30	8 am - 8 pm	RRALC
Back to School Open House	August 30	2 - 8 pm	RRALC
Back to School Night	August 31	5:30 - 6:30 pm	Edison
Book Fair	August 31	5:00 - 7:30 pm	Edison
Back to School Night	August 31	5:30 - 7 pm	Probstfield
Back to School Night	August 31	5:30 - 7 pm	Riverside
Back to School Night	August 31	5:30 - 7 pm	Washington
Back to School Night	August 31	5 - 6:30 pm	Junior High
Back to School Night	August 31	6:30 - 8 pm	Senior High
K-12 Teacher Workshops	September 1		District-wide
K-12 Classes Begin	September 5		
School Board	September 11	7 pm	Townsite
Mhd Healthy Community			
Initiative Annual Meeting	September 14	6:30 pm	HCI Office
Fall Community Ed	September 18		Varies
Classes Begin			
District Student/Staff	September 18	3:45 pm	Board Room
Assistance Com.			
Policy Review Committee	September 18	7 pm	Board Room
Com. Ed. Adv. Council	September 19	7 pm	Board Room
Inst. and Curr. Adv. Com.	September 21	7 am	Board Room
Supt. Adv. Council	September 21	7 pm	Board Room
School Board	September 25	7 pm	Townsite

MEMO #: I-01-021



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *KL*
SUBJECT: Gift Acceptance
DATE: August 17, 2000

Probstfield Elementary has received used children's books and a set of the World Book Encyclopedia from A. Derick Dalhouse. These books will be placed in the library. The books are worth approximately \$100.00.

The American Legion Auxiliary and American Legion Post 21 are donating school supplies to children in grades K-4.

The process of school supply distribution will include maintaining the confidentiality of family names. A voucher containing the school and grade of children will be mailed to each family identified. On August 24, 25, and 26, vouchers may be taken by adults in the families receiving a letter to Legion representatives at the National Guard Armory Building, 1002 15th Avenue North. Unredeemed school supplies will be delivered to elementary schools for further distribution. The total number of children affected by this gift could be as high as 550 students in Moorhead Area Public Schools.

The estimated donation is \$6,000.00.

SUGGESTED RESOLUTION: Move to approve the donation of children's books and World Book Encyclopedia from A. Derick Dalhouse and the donation of school supplies from the American Legion Auxiliary and American Legion Post 21 as presented and direct that letters of thanks be sent to the individual and the organizations.

LAK/smw

MEMO #: I-01-026



TO: Dr. Larry Nybladh
FROM: Lynne Kovash dk
SUBJECT: Phonological Awareness Pre-referral Project
DATE: August 22, 2000

Minnesota State University - Moorhead has received a grant from the Department of Children, Families and Learning. Dr. Olivia Melroe, a school psychology professor will be the director for the project.

The project is a continuation of research work done the past two years with American Indian students in Moorhead Area Public Schools. The project will fund consultation time, graduate students to work in the elementary schools, software and teacher in-service time. Dr. Melroe will be working with the Indian Education Committee, Sarah King, Teaching & Learning Program Manager and Karla Ziemer, Reading Recovery and Literacy Coordinator.

The focus will be on literacy interventions for American Indian students. The total grant is \$25,000.00 with approximately \$18,500.00 for district intervention.

SUGGESTED RESOLUTION: Move to accept the Phonological Awareness Pre-referral project grant from the Department of Children, Families and Learning and Minnesota State University - Moorhead.

LAK/smw

MEMO #: I-01-025



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Indian Education Grant Acceptance
DATE: August 21, 2000

The District has received a grant award in the amount of \$ 42,411.00 for the PL 103-382 Indian Education Program. The grant will be utilized to continue the district's Indian Education Program through June 30, 2001, as a part of Federal funding from 1998 - 2003.

SUGGESTED RESOLUTION: Move to approve acceptance of the Indian Education grant in the amount of \$42,411.00.

LAK/smw

AUG 16 2000

MEMO #: B01016



TO: Dr. Nybladh

FROM: Beth Astrup *B. Astrup*

DATE: August 16, 2000

SUBJECT: Townsite Center Lease - NCTC-Farm Management Program

NCTC-Farm Management Program would like to renew their lease of suites 265 and 301 of Townsite Center. The lease would be for a one year term beginning August 1, 2000, and continuing through July 31, 2001. The annual lease payment would be \$6,000.

Suggested Resolution: Move to approve the lease with NCTC-Farm Management Program beginning August 1, 2000, and continuing through July 31, 2001.

BAA/krm

AUG 16 2000

MEMO #: B01017



TO: Dr. Nybladh

FROM: Beth Astrup *B. Astrup*

DATE: August 16, 2000

SUBJECT: Townsite Center Lease - Tri-Valley Opportunity Council, Inc.

Tri-Valley Opportunity Council, Inc. would like to renew their lease of suite 140 at Townsite Center. The lease would be for a one year term beginning September 1, 2000, and continuing through August 31, 2001. The annual lease payment would be \$9,840.

Suggested Resolution: Move to approve the lease with Tri-Valley Opportunity Council, Inc. beginning September 1, 2000, and continuing through August 31, 2001.

BAA/krm

MEMO #: P.00.183

TO: Dr. Larry P. Nybladh, Superintendent

FROM: Ron Nielsen, Director of Human Resources

DATE: August 21, 2000

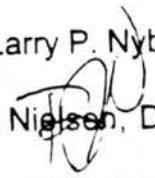
SUBJECT: Change in Employment Contract

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

Jeanne Erickson Health Tech, Edison, B21 (4) \$10.13 per hour, 3.25 hours daily,
to 6.5 hours daily, effective immediately. (Replace Michelle Hartel)

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

Memo #: P.00. 182

TO: Dr. Larry P. Nybladh, Supt.
FROM: Ron  Nielsen, Director of Human Resources
DATE: August 21, 2000
SUBJECT: Resignations

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

Judy Anderson	Food Service, Junior High, effective immediately.
Jana Bakke	Paraprofessional, Junior High, effective August 9, 2000.
Janice Kreps	Paraprofessional, Washington, effective August 21, 2000.
Kathryn Olson	Paraprofessional, Senior High, effective August 4, 2000.
Julie Hardmeyer	Title I Paraprofessional, St. Joseph School, effective immediately.
Rosario Weckler	Paraprofessional - Spanish Immersion, Probstfield, effective immediately.
Lisa Timm	Paraprofessional, RRALC, effective immediately.
Connie O'Leary	Paraprofessional, Riverside, effective immediately.
Mary Jo Gaugler	Paraprofessional, Riverside, effective immediately.
Tori Goldade	Paraprofessional, Riverside, effective immediately.
Jena Witkowski Oconitrillo	ESL Paraprofessional, effective August 22, 2000.

Suggested Resolution: Move to accept the resignation as presented.

MEMO #: P.00.181

TO: Dr. Larry P. Nybladh, Superintendent
FROM: Ron Nielsen, Director of Human Resources
DATE: August 21, 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:

Dale Cary	Computer Technician, Probstfield, B22 (11) \$11.53 per hour, 8 hours daily. (Replace Iris Biaocchi)
Jolene Pfingsten	EBD Teacher, Robert Asp, .5 FTE, BA (1) \$13,420, effective for the 2000-2001 school year. (Replace .5 Sara Lundwall)
Carrie Scanlon	ECSE Paraprofessional, Probstfield, B21 (2) \$9.98 per hour, 6.5 hours daily. (Replace Stacia Erdmann)
Lynne Mohler	Laundry/Server/Cashier, Senior High, \$6.20 per hour, 2.75 hours daily. (Replace Paulette Haakenson)
Jeffrey Offutt	Grade 5 Teacher, Robert Asp, BA+45 (0) \$29,320, effective for the 2000-2001 school year. (Replace Terri Haugtvedt)
Jill Fillipi	EBD Teacher, Junior High, BA (1) \$26,840, effective for the 2000-2001 school year. (Replace Ruth Christianson)
Jason Bergman	Custodian, Robert Asp, A12 (3) \$9.41 per hour, 8 hours daily, effective August 21, 2000. (Replace Eric Hofstrand)
Samuel Scott	Custodian, Robert Asp, A12 (3) \$9.41 per hour, 8 hours daily, effective August 28, 2000. (Replace Mitch Brandon)
Pam Bakke	AU Paraprofessional, Probstfield, B21 (0) \$9.83 per hour, 6.5 hours daily. (Replace Jessica Christmann)
Lea Rodriguez	LD/PI Paraprofessional, Probstfield, B21 (0) \$9.83 per hour, 6.5 hours daily. (Replace Mary Krumheuer)

Dar Gulsvig	LD/EBD Paraprofessional, Probstfield, B21 (0) \$9.83 per hour, 6.5 hours daily. (Replace Candy Thompson)
Genoveva Zamarron	EBD Paraprofessional, Probstfield, B21 (0) \$9.83 per hour, 6.5 hours daily. (Replace Ann Kallod)
Ellen Moore	PI Paraprofessional, Probstfield, B21 (0) \$9.83 per hour, 6.5 hours daily. (Replace Laurie Thomas)
Gerald Stuhr	Custodian, Senior High, A12 (3) \$9.41 per hour, 8 hours daily, effective August 29, 2000. (Replace Stephanie Counts)
Patricia Evans	Hearing Impaired Teacher, Jr. High, BA +15 (2) \$29,060, effective for the 2000-2001 school year. (Replace Astrid Brenny)

Suggested Resolution: Move to approved the employments as presented.

MEMO #: I-01-024



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Hispanic Graduation Rates in the Moorhead School District
DATE: August 21, 2000

Sylvia Steinert, a Moorhead High School graduate, and a group of students will present information regarding high school graduation rates of Hispanic students. This is a part of a research grant project Sylvia has been involved with through Augsburg College. A presentation to the school board was a part of the project. The administration will share this information with appropriate staff members.

LAK/smw
Attachment

1 ☐ *Hispanic Graduation Rates in the Moorhead School District*

A study of barriers to high school graduation

2 ☐ *Process of this study*

- Met with Principal Boyle to discuss the study
- Conducted one on one interviews with 15 students ranging from 9th to 12th grade, mainstream and alternative students
- Formed a focus group of six students to put together this presentation

3 ☐ *Current Population Statistics*

- According to the ethnic demographics of Independent School District #152; there should be an average of 30 to 40 Hispanic students graduating.
- In the Spring of 2000, 10 Hispanic students graduated.

4 ☐ *Background Research*

- 53% of Hispanics complete high school
- 83% of non-Hispanics complete high school
- 9% of Hispanics are college graduates
- 21% of non-Hispanics are college graduates

According to the 1994 Census

5 ☐ *Ways to build better relationships with Hispanic families*

- We need to assure that schools work to establish solid relationships with ethnic minority parents
- Need to implement strategies that will make school more meaningful to students and make them feel more engaged in school
- Need to create bridges to parents and children in order to develop trusting relationships

6 ☐ *Additional ways to build better relationships*

- Implement ways to educate parents, increase shared decision making with parents
- Encourage parental involvement
- Employ ethnically diverse role models

7 ☐ *Classroom behavior toward Hispanic students*

- Teachers need to look at students as those who have unique strengths instead of an at-risk population
- Teachers affirm diversity when they expect children of color to achieve and when they use their culture in teaching.

8 ☐ *Positive aspects of the Moorhead School District as voiced by Hispanic students*

- The majority of the teachers are very respectful and helpful

- Spacious school building
 - Being able to learn about many different subjects
 - Classes are very diverse in content
- 9 ☐ *Policies that work within the school*
- If you are tardy to class you spend the rest of the class in the in-school suspension room
 - The no hat rule is followed very closely
- 10 ☐ *Negative things about the school they attend*
- Classroom sizes are too large, they are unable to keep up with the pace of the class
 - Counselors are not presenting them with all of their options, no talk about college
 - Other students give them "ugly" looks when they are speaking Spanish
 - Teachers will not help them much in class, due to the numbers in the classroom
- 11 ☐ *Proposed solutions for these problem areas*
- There is a need to focus on hiring ethnically diverse teachers in the high school.
 - There is still only one full-time Hispanic licensed teacher in the school district.
 - These minority teachers would provide a vital role model for these students
- 12 ☐ *Additional solutions*
- Have one counselor focus specifically with the Hispanic students, bilingual is a necessity.
 - This will create a necessary bridge between the Spanish-speaking family and the school.
 - If there is a strong connection between family and school, graduation rates will increase
- 13 ☐ *Why a Hispanic counselor would be beneficial to the school*
- Language is a tool that can be used to bring the family and the school together.
 - Feelings of intimidation would decrease.
 - Students would feel more connected with a member of the administration
 - Parents can communicate with the counselor in their native language to keep their children on track to graduation.
- 14 ☐ *Tutoring Program*
- Bilingual college tutors that come to the school
 - Flexible hours for the students
 - Students can relate better to college students
 - Tutors are funded by work study funds
- 15 ☐ *Goals for the future*
- Increase the graduation rate of Hispanic students within the school district
 - Reduce the number of Hispanic students in the RRALC program

- Hire minority teachers and administrators.
- Have a counselor that works specifically with the Hispanic students

16 ☐ *The End*

Thank you for your time!

MEMO #: I-01-023



TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
SUBJECT: Minnesota Graduation Implementation Manual
DATE: August 21, 2000

Attached is the revised implementation manual for Moorhead Area Public Schools.

This manual needs to be revised yearly and approved by the board, with a copy sent to the commissioner of education by September 1. The changes to the Minnesota Graduation Rule are now reflected in the revised implementation manual. This manual contains the policies and procedures for the implementation of the graduation standards for the Moorhead Area Public School District.

The revised copies of the manual will be sent to each principal and school to be available for staff and families.

The entire revised manual will be available at www.moorhead.k12.mn.us/www/district/teaching_learning on the school district website.

SUGGESTED RESOLUTION: Approve the revised implementation manual for the Moorhead Area Public School District reflecting the changes in the profile of learning and direct administration to send the revised implementation manual to the commissioner of education by September 1.

LAK/smw
Attachment

MEMO #: B01021



To: Dr. Nybladh
From: Beth Astrup *BA*
Subject: Vending Contracts
Date: August 21, 2000

FM Vending has provided the vending machines throughout the District for the past five years. The annual revenue generated from commissions received from vending sales, beverage and snack food, has been approximately \$27,000 annually.

Vending service proposals were received from three vendors on April 11, 2000. FM Vending, the District's current service provider, submitted the only proposal for snack food vending. Midwest Coca-Cola Bottling Company, Pepsi-Cola Company, and FM Vending submitted proposals for beverage vending rights.

FM Vending has served the District well over the past five years. I recommend the District accept FM Vending's proposal to provide the snack food vending in the District. The District will receive between 26.5% and 31% of the snack food sales depending on the products sold.

The original proposals from Coke and Pepsi included an exclusive proposal and a shared proposal. After researching the idea of an exclusive contract, it is my opinion that the District will see more benefit in reaching a consensus with Coke and Pepsi and offering both brands in the District's buildings. Pepsi's shared proposal provided higher up front funding and lower monthly commissions than Coke's proposal. Through a negotiations process Coke and Pepsi agreed to a higher commission rate with no up front funding. If the School Board agrees to the contracts, the District will receive 50% of the the carbonated beverage sales and 35% of the non carbonated beverage sales. Commissions will be paid to the District monthly. With the increase in product choice and higher commission rate the District could possibly see the vending revenue increase to \$50,000. Coke and Pepsi will have equal opportunity for food service and concession sales according to the contracts. Coke will match the prices currently offered by Pepsi for products purchased for sale by Food Service in the Ala Carte line.

There are vending machines located in the staff lounges of each building. In addition there are machines at the Senior High, Junior High, Townsite, Lincoln, and the Maintenance Garage that are used by District staff, students, and the public. The machines located in the hallways of the Senior High will be off during the lunch hour to comply with state law and the machines at the Junior High will be unavailable until the end of the school day. Representatives from Coke and Pepsi will meet with the principals of each building to reach consensus prior to placement of the machines in the buildings. The machines placed in the elementary schools will not be accessible to students.

Suggested Resolution: Move to approve contracts with FM Vending, Midwest Coca-Cola Bottling Company, and Pepsi-Cola Company for vending services to begin on September 5, 2000 and continue through August 31, 2004.

BAA/krm

MEMO #: B01022



To: Dr. Nybladh
From: Beth Astrup BA
Subject: Junior High and Robert Asp Bleachers
Date: August 23, 2000

In an effort to comply with the bleacher safety requirements that were enacted in 1999, the District has received approval for \$75,000 in Health and Safety funding for replacement of the bleachers at the Junior High and Robert Asp. The 2000 legislation changed the date for certifying compliance with the safety requirements from January 1, 2001, to January 1, 2002.

Bids were received for the bleacher project on August 22, 2000. A copy of the recommendation from Foss Associates and the bid tabulation are attached. The base bid included bleachers for one side of each of the gymnasiums. Alternate 1 would put an additional set of bleachers on the opposite side of each gymnasium. The low bid meeting qualifications was received from Seating and Athletic Facility Enterprises. The total bid, which includes the base and alternate 1, is \$52,212.

No bids were received on alternate 2 which called for repair of the tiles located on the wall behind the bleachers. The District will secure quotes from masons for the repair work that needs to be done.

Suggested Resolution: Move to award the Gymnasium Bleacher Project at the Junior High and Robert Asp to Seating and Athletic Facility Enterprises for a total project cost of \$52,212, which includes the Base Bid No. 1 of \$34,870 and Alternate No. 1 of \$17,342.

BAA/krm

Foss Associates

Architecture &
Interiors

August 23, 2000

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

Re: Gymnasium Bleachers
Robert Asp Middle School and
South Junior High School
Independent School District No. 152
Moorhead, Minnesota #0010.08 and #0010.09

Dear Ms. Astrup:

Bids were received for the subject project at 2:00 p.m., August 22, 2000, opened and read publicly aloud.
A copy of the Tabulation of Bids is attached.

We recommend a contract be awarded to Seating and Athletic Facility Enterprises, Ellendale, Minnesota,
as follows:

Base Bid No. 1 – All Work	\$ 34,870.00
Interkal Bleachers – Junior High and Robert Asp	
Alternate No. 1 – Additional Bleachers,	+ 17,342.00
Junior High and Robert Asp	<hr/>
Total Contract Amount	\$ 52,212.00

Interkal Bleachers are the same as installed at the High School.

Completion of the installation is January 15, 2001.

Sincerely,

Foss Associates

By 

William Cowman
Architect

WC/lr
Attachment

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

GYMNASIUM BLEACHERS – ROBERT ASP MIDDLE SCHOOL
AND SOUTH JUNIOR HIGH SCHOOL
INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

FOSS ASSOCIATES
Architecture & Interiors
Moorhead, Minnesota

Bid Opening: August 22, 2000

Project No's. 0010.08 and 0010.09

Contractors	A d d e n d u m	S e c u r i t y	Substan- tial Compl. Date	Base Bid No. 1 - All Work – Interkal Bleachers		Base Bid No. 2 – All Work - Hussey Bleachers		Base Bid. No. 3 – All Work – Kodiak Bleachers		Base Bid No. 4 – All Work – Universal Bleachers	
				A. Base Bid - Junior High	B. Base Bid – Robert Asp	A. Base Bid – Junior High	B. Base Bid – Robert Asp	A. Base Bid- Junior High	B. Base Bid – Robert Asp	A. Base Bid – Junior High	B. Base Bid – Robert Asp
School Specialty Cedar Falls, Iowa	X	X	10-12 Wks. after Shop Drawings	No Bid	No Bid	No Bid	No Bid	\$18,717.15	\$18,098.50	No Bid	No Bid
Seating & Athletic Facility Enterprises Ellendale, Minnesota	X	X	Jan. 15, 2001	\$17,435.00	\$17,435.00	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid

Contractors	Base Bid No. 5 - All Work – Folding Bleachers		Alternate No. 1 – Additional Bleachers		Alternate No. 2 – Wall Repair at Structural Glazed Tile	
	A. Base Bid - Junior High	B. Base Bid – Robert Asp	A. Junior High (Add)	B. Robert Asp (Add)	A. Junior High (Add)	B. Robert Asp (Add)
School Specialty Cedar Falls, Iowa	No Bid	No Bid	+\$15,643.75	+\$15,643.75	No Bid	No Bid
Seating & Athletic Facility Enterprises Ellendale, Minnesota	No Bid	No Bid	+\$8,671.00	+\$8,671.00	No Bid	No Bid

MEMO #: B01023



To: Dr. Nybladh
From: Beth Astrup ²⁵
Subject: Electrical Distribution Upgrade
Date: August 23, 2000

For the past several years the Senior High School has experienced a number of problems relating to the flow of electricity throughout the building. A few months ago Ulteig Engineers, Inc. performed an evaluation of the Senior High's power distribution system. The complete results of the evaluation are available in the Business Office.

At the meeting held June 26, 2000, the School Board directed administration to proceed with the HVAC and electrical upgrades necessary to support the needs of the Senior High School. Bids were received on August 22, 2000, for the the Senior High Electrical Distribution Upgrade Project. Five bids were received for the project. The base bid included the work for the main level, alternate 1 for the lower level, and alternate 2 the second level. After consulting with Foss Associates and Ulteig Engineers, the recommendation is to move ahead with the entire project at this time. Dakota Electric Construction Co. Inc. provided the low bid and met all qualifications. This project is an amendment to the preliminary budget approved last March.

Suggested Resolution: Move to award the Electrical Distribution Upgrade Project at the Senior High to Dakota Electric Construction Co. Inc., for a total project cost of \$76,000, which includes the Base Bid for \$34,000, Alternate No. 1 for \$28,000, and Alternate No. 2 for \$14,000.

BAA/krm

Foss Associates

Architecture &
Interiors

August 23, 2000

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

Re: Electrical Distribution Upgrade
Senior High School
Independent School District No. 152
Moorhead, Minnesota #9900.07

Dear Ms. Astrup:

Bids were received for the subject project at 2:30 p.m., August 22, 2000, opened and read publicly aloud.
A copy of the Tabulation of Bids is attached.

We recommend a contract be awarded to the apparent low bidder, Dakota Electric Construction Co.
Inc., Fargo, North Dakota, as follows:

Base Bid - All Work	\$ 34,000.00
Alternate No. 1 - Panel Boards, Lower Level	+ 28,000.00
Alternate No. 2 - Panel Boards, Second Level	+ <u>14,000.00</u>
Total Contract Amount	\$ 76,000.00

Completion is 150 calendar days from award of contract.

Sincerely,

Foss Associates

By 

William Cowman
Architect

WC/lr

Attachment

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

ELECTRICAL DISTRIBUTION SYSTEM UPGRADE
SENIOR HIGH SCHOOL
INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

FOSS ASSOCIATES
Architecture & Interiors
Moorhead, Minnesota

Project No. 9900.07

Bid Opening: August 22, 2000

Contractors	A d d e n d u m	S e c u r i t y	Cal. Days	Base Bid	Alt. No. 1 – Panelboards at Lower Level (Add)	Alt. No. 2 – Panelboards at 2nd Level (Add)
CB & Sons Electric, Inc. Moorhead, Minnesota	X	X	90	\$35,675.00	+\$35,055.00	+\$16,785.00
Dakota Electric Construction Co., Inc. Fargo, North Dakota	X	X	150	\$34,000.00	+\$28,000.00	+\$14,000.00
Fritz Electric, Inc. Fargo, North Dakota	X	X	With General	\$39,800.00	+\$39,500.00	+\$22,000.00
Magnum Electric, Inc. Moorhead, Minnesota	X	X	120	\$38,929.00	+\$41,882.00	+\$17,216.00
Rick Electric, Inc. Moorhead, Minnesota	X	X	100	\$32,195.00	+\$31,249.00	+\$16,493.00

MEMO #: S-01-019

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent

DATE: August 24, 2000

RE: Future-Focused Initiatives

At the session held to conduct the Superintendent's mid-year assessment I shared with the School Board some thoughts I had for responding to our district's current conditions and for developing a vision for the future. Attached you will find a pamphlet entitled, "Future-Focused Initiatives." This document encapsulates five major initiatives I hope to embrace with my leadership. At the August 28, 2000 School Board meeting I will provide an overview presentation describing these initiatives.

LPN:mdm
Attachment

Invent the Future Instead of Trying to Redesign the Past

*The best way to predict the future is to invent it.
This suggests that the best way to know what's coming is to put
yourself in charge of creating the situation you want.*

Be purposeful.

*Look at what's needed now, and set about doing it.
Action works like a powerful drug to relieve feelings of fear,
helplessness, anger, uncertainty, or depression.*

*Mobilize yourself, because you will be
the primary architect of your future.*

One of the keys to being successful in your efforts is to anticipate.

Accept the past, focus on the future, and anticipate.

*Consider what's coming, what needs to happen,
and how you can rise to the occasion.*

Stay loose.

Remain flexible.

Be light on your feet.

*Instead of changing with the times,
make a habit of changing just a little ahead of the times.*

Author Unknown

Moorhead *School District*



*Dr. Larry P. Nybladh
Superintendent*

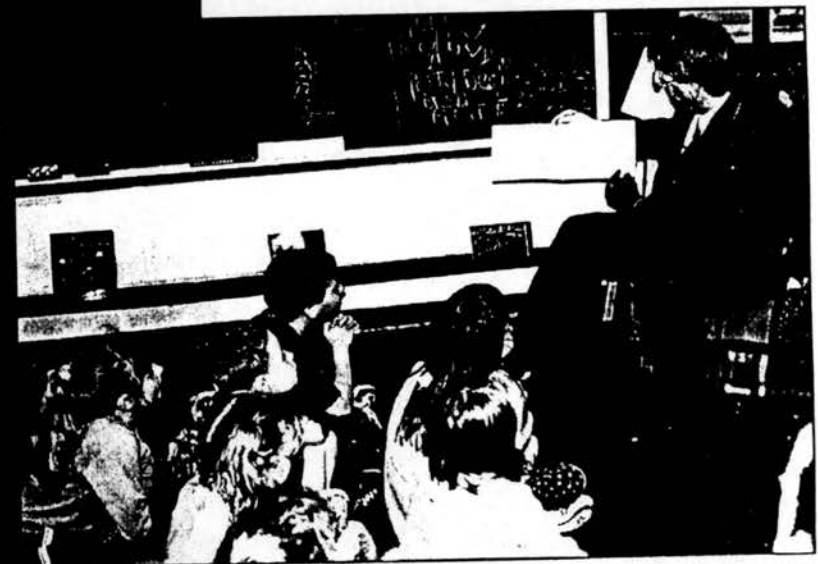
*District Administration
810 4th Ave. S.
Moorhead, MN 56560*

www.moorhead.k12.mn.us

*A vision for the
future of the
Moorhead
School District*



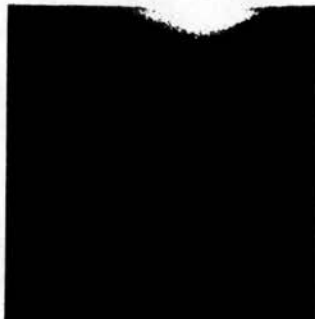
Future-Focused Initiatives



*The mission of
the Moorhead
School District
is to develop
the maximum
potential of every
learner to thrive in
a changing world.*

*"We must look beyond yesterday and
today. We must address our problems,
but more importantly, we must seek to find
the opportunities of tomorrow. We must
be future-focused. I have held the belief
for some time that the best way to predict
the future is to invent it."*

*— Dr. Larry P. Nybladh
Superintendent of Schools*

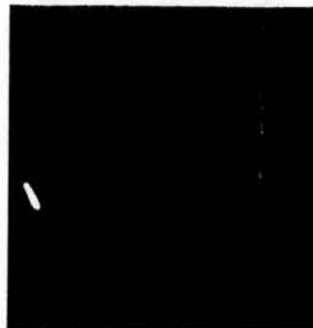
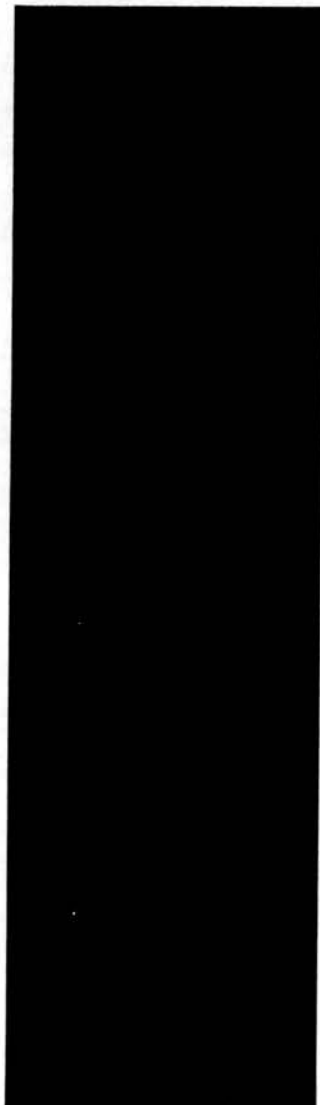


Future-Focused Initiatives

The following future-focused leadership initiatives are built upon the principles of educational effectiveness and economic efficiency.

They are a proactive response to the current condition of declining student enrollment, the associated negative budget consequence, and the concern for the maintenance and/or enhancement of educational excellence within our school district.

They represent a philosophical belief in our organization's ability to invent a more positive future based upon rational decision-making, strategic planning, visionary leadership, and collaborative effort.

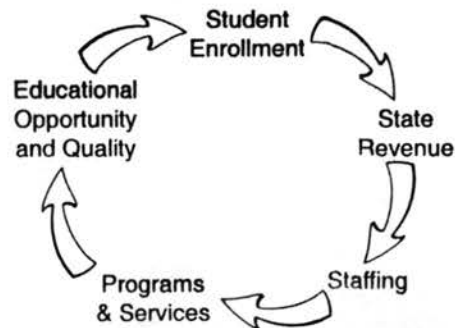


School/Community Partnership

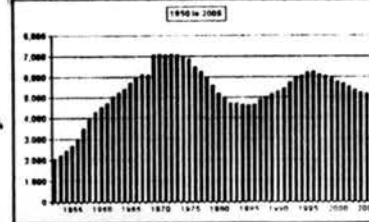
We need to continue to embrace and further develop the partnership between our district and the larger community in promoting the growth and development of the community. We need to examine ways our schools, our personnel, and our students can be useful in driving the economic redevelopment of Moorhead and the surrounding area.



Cycle of the Force of Enrollment



Moorhead Enrollment Cycles



Enrollment Study

We need to conduct a comprehensive study of our enrollment patterns. This study needs to be both quantitative and qualitative. It needs to focus on the demographic trends which are impacting our enrollment and also upon the increasing competitive forces which appear to be eroding our enrollment. This study should provide valuable baseline data which will go beyond anecdotal evidence in understanding our enrollment decline and in developing a response plan.



Review of Funding Options

We need to fully analyze the various options for funding which exist for generating revenue for our programs. We need to explore all federal, state and local options for their potential use. We need to be proactive in educating the state legislature of our predicament and needs and assisting them in creating new options which might provide the necessary support.





Program/Grade Configuration/ Facility Study

We need to conduct a comprehensive study of our current program and grade configuration and of our facility usage. We need to compare what we are currently doing with other models and best practices. Particular focus needs to be given to our organizational structure and delivery method at the secondary level. Our goal needs to be to maximize both educational effectiveness and economic efficiency.



Culture/Climate Study

Definitions

Culture

Deeply embedded patterns of organizational behavior and the shared values, assumptions, beliefs, or ideologies that members have about their organization or its work.

Climate

The current common patterns of important dimensions of organizational life or its members' perceptions of and attitudes toward those dimensions.

— Marvin Peterson

We need to conduct a study of our district's organizational culture and climate.

This study should provide focus on the developing concern for staff morale. The scientific collection of valid and reliable data can provide a baseline from which to understand this complex issue. The outcome of this study should be to facilitate the development of a collaborative culture which will embrace change and innovation in a professional, positive manner which respects the dignity of people and yet provides assurances of productivity in meeting the needs of the children we serve.