



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

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S-M-A-B-O-S
9 Oct 2006

INDEPENDENT SCHOOL DISTRICT #152

School Board Meeting
Board Room 224 - Probstfield Center for Education
2410 14th Street South
Moorhead, Minnesota

October 9, 2006

7:00 p.m.

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

ATTENDANCE:

Karin Dulski _____	Mike Siggerud _____
Lisa Erickson _____	Kristine Thompson _____
Cindy Fagerlie _____	Bill Tomhave _____
Carol Ladwig _____	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 Kim Koeck, adaptive physical education teacher at S.G. Reinertsen Elementary, for being selected as the recipient of the 2006 Allen Burton DAPE Leadership Award from the Minnesota DAPE Leadership Committee. The award honors and recognizes the outstanding efforts and contributions given to students with disabilities in the area of developmental adapted physical education by a teacher of elementary, secondary or higher education.

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Koeck was honored for her contributions to students as well as her commitment to her colleagues and future professionals by providing in-service training at state conferences and regional workshops. Koeck was recognized Sept. 28 at the annual DAPE conference.

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

2. CONSENT AGENDA

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

- A. TEACHING/LEARNING MATTERS - Kovash
(1) Acceptance of Gift - Page 8
- B. BUSINESS SERVICE MATTERS - Weston
- C. HUMAN RESOURCE MATTERS - Nielsen
(1) Acceptance of Resignations - Page 9
(2) Acceptance of Retirement - Page 10
(3) Approval of Family/Medical Leaves - Page 11
(4) Approval of New Employees - Page 12
- D. SUPERINTENDENT MATTERS - Nybladh
(1) Approval of September 11 and 25, 2006 Regular Meeting Minutes - Pages 13-22
(2) Approval of October Claims

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

Moved by _____ Seconded by _____
Comments _____

SCHOOL BOARD AGENDA - October 9, 2006
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3. **SCHOOL BOARD/STAFF DIALOGUE:** Kovash

(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.)

Service Learning - Kovash

Pages 23-32

4. **APPROVAL OF POLICY:** Nybladh

Pages 33-35

Suggested Resolution: Move to approve the policy, School Board Conflict of Interest (205), as presented.

Moved by _____ Seconded by _____
Comments _____

5. **APPROVAL OF POLICY:** Nybladh

Pages 36-38

Suggested Resolution: Move to approve the policy, School Board Code of Ethics (206), as presented.

Moved by _____ Seconded by _____
Comments _____

6. **APPROVAL OF POLICY:** Nybladh

Pages 39-40

Suggested Resolution: Move to approve the policy, "We Are Proud" Guidelines (215), as presented.

Moved by _____ Seconded by _____
Comments _____

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7. **APPROVAL OF POLICY:** Nybladh

Pages 41-42

Suggested Resolution: Move to approve the policy, School District Administration (301), as presented.

Moved by _____ Seconded by _____
Comments _____

8. **APPROVAL OF POLICY:** Weston

Pages 43-44

Suggested Resolution: Move to approve the policy, Employees as Vendors of School Supplies (445), as presented.

Moved by _____ Seconded by _____
Comments _____

9. **APPROVAL OF POLICY:** Weston

Pages 45-46

Suggested Resolution: Move to approve the policy, Facility and Site Improvement and/or Development (701), as presented.

Moved by _____ Seconded by _____
Comments _____

10. **APPROVAL OF POLICY:** Nybladh

Pages 47-48

Suggested Resolution: Move to approve the policy, Severe Weather Related School Closings (711), as presented.

Moved by _____ Seconded by _____
Comments _____

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11. **APPROVAL OF POLICY:** Weston

Pages 49-50

Suggested Resolution: Move to approve the policy, School District Owned Vehicle Reservation (722), as presented.

Moved by _____ Seconded by _____
Comments _____

12. **REQUEST FOR ANNEXATION OF PROPERTY:** Weston

Pages 51-52

Suggested Resolution: Move to approve the request for annexation of said property into the City of Moorhead as presented.

Moved by _____ Seconded by _____
Comments _____

13. **COMMITTEE REPORTS**

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

15. **ADJOURNMENT**

SCHOOL BOARD AGENDA - October 9, 2006**PAGE 6****CALENDAR OF EVENTS**

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
EHS PTAC	October 10	6:30 pm	Media Center
Instr and Curr Adv Com	October 12	7 am	PCE
RRALC Open House and Resource Fair	October 12	5-8:30 pm	RRALC
Early Chldhd Advisory Com	October 12	7 pm	PCE
K-12 P/T Conferences	October 12	5-8:30 pm	
Kind P/T Confs (Day-No Kind)	October 13		
Kind P/T Conf (Day-No Kind)	October 16		
K-12 P/T Conferences	October 16	5-8:30 pm	
K-12 No School	October 17		
K-8 P/T Conferences	October 17	8-11 am, 12-4 pm	
Com Educ Advisory Council	October 17	7 pm	PCE
Early Childhood Screening	October 17-20	Varies	PCE
No School/Tchr Comp Day	October 18		
Interagency Early Interv Com	October 18	12 pm	FSC
Health/Safety/Wellness Com	October 19	9:30 am	PCE
No Schl/ Educ MN Conf	October 19		
No Schl/Educ MN Conf	October 20		
School Board	October 23	7 pm	PCE
TEAEM, TEAELS Field Tests	October 23-27		
Activities Council	October 24	7 am	MHS Conf Rm
Technology Committee	October 24	3:45 pm	PCE
K-12 Prof Dev Before/After Schl	October 25		
Parent/Child Literacy Night	October 26	6-7:30 pm	PCE
Grades 7-8 Orchestra Concert	October 26	7:30 pm	HMS Cafetorium
K-12 Prof Dev Before/After Schl	November 1		
Indian Education Parent Com	November 1	5 pm	PCE
Clay County Joint Powers Com	November 2	7 am	PCE
HMS PTAC	November 2	7 pm	Media Center
MHS/HMS Orchestra Concert	November 2	7:30 pm	HMS Cafetorium
RAS PTAC	November 6	6:30 pm	Media Center
MHS PTAC	November 6	7 pm	Conf Rm

SCHOOL BOARD AGENDA - October 9, 2006**PAGE 7****CALENDAR OF EVENTS (Continued)**

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
SGR PTAC	November 6	7 pm	Media Center
Election Day (No schl activities 6-8 pm)	November 7		
Continuing Educ Com	November 7	3:30 pm	PCE
K-12 Prof Dev Before/After Schl	November 8		
MHS End of First Quarter	November 8		
Instr and Curr Adv Com	November 9	7 am	PCE
Elementary Parent FYI Night	November 9	7 pm	SGR
HMS Grade 7 Band Concert	November 9	7 pm	Cafetorium
Early Chldhd Advisory Com	November 9	7 pm	PCE
HMS Grade 8 Band Concert	November 9	8 pm	Cafetorium
MHS Fall Play	November 10-12	7:30 pm	Auditorium
School Board	November 13	7 pm	PCE
HMS Grade 6 Choir Concert	November 13	7:30 pm	Cafetorium
American Education Week	November 13-17		
EHS PTAC	November 14	6:30 pm	Media Center
HMS Grade 7 Choir Concert	November 14	7:30 pm	Cafetorium
Interagency Early Interv Com	November 15	12 pm	FSC
K-12 Prof Dev Before/After Schl	November 15		



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.042

TO: Dr. Larry Nybladh

FROM: Lynne Kovash *LK*

DATE: October 3, 2006

RE: Donation

Moorhead High School orchestra has received a donation of a cello valued at \$1,700.00 from Thomas Garrity.

SUGGESTED RESOLUTION: Move to approve the donation of a cello valued at \$1700.00 and direct administration to send a thank you card to Thomas Garrity 5227 Zenith Ave South Minneapolis, MN 55410.

LAK/kmr



Department of Human Resources
Moorhead Area Public Schools

Memo **HR.07.042**

TO: Dr. Larry Nybladh, Superintendent
FROM: Ron Nielsen, Director of Human Resources
DATE: October 3, 2006
RE: Resignations

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

Valeria Zamarron Paraprofessional, Partners in Learning, effective October 12, 2006

Lorraine Dukart Food & Nutrition Server, High School, effective September 28, 2006.

SUGGESTED RESOLUTION: Move to approve the resignation of Valeria Zamarron and Lorraine Dukart as presented.



Department of Human Resources
Moorhead Area Public Schools

Memo **HR.07.043**

TO: Dr. Larry Nybladh, Superintendent
FROM: Ron Nielsen, Director of Human Resources
DATE: October 3, 2006
RE: Retirement

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

Linda Nistler Paraprofessional, Hopkins Elementary, effective December 23, 2006.

SUGGESTED RESOLUTION: Move to accept the retirement of Linda Nistler as presented.

RN:smw



Department of Human Resources
Moorhead Area Public Schools

Memo **HR.07.044**

TO: Dr. Larry Nybladh, Superintendent
FROM: Ron Nielsen, Director of Human Resources
DATE: October 3, 2006
RE: Family/Medical Leave

The administration request Family/Medical Leave for the following people:

Bethany Schwab Paraprofessional, High School, effective approximately October 28, 2006 for six weeks.

Grace Lopez Paraprofessional, EIS, effective approximately, November 10, 2006 until December 18, 2006.

SUGGESTED RESOLUTION: Move to approve the Family/Medial Leave for Bethany Schwab and Grace Lopez pursuant to Section 3, Subd 1 of the Paraprofessional Master Agreement.



Department of Human Resources
Moorhead Area Public Schools

Memo HR.07.041

TO: Dr. Larry Nybladh, Superintendent

FROM: Ron Nielsen, Director of Human Resources

DATE: October 3, 2006

RE: New Employees

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

Michelle Knutson	Cafeteria Supervisor, S.G. Reinertsen Elementary, \$8.22 per hour, 2.08 hours per day, effective October 2, 2006. (Replaces LaRayne Schanz)
Angela Reed	Food & Nutrition Server, High School, \$8.22 per hour, 2.75 hours per day, effective October 2, 2006. (Replaces Lorraine Dukart)
Julie Hestera	Food & Nutrition Server, Horizon Middle School, \$8.22 per hour, 2.75 hours per day, effective October 2, 2006. (Replaces Lorae Hecker)
Kipper Rowland	Assistant Server, Robert Asp Elementary, \$9.32 per hour, 2.75 hours per day, effective October 2, 2006. (Replaces Marlys Winter)
Todd Lunde	Food & Nutrition Server, Hopkins Elementary, \$8.22 per hour, 2.75 hours per day, effective October 2, 2006. (Replaces Eng Nguyen)
Jose Rodriguez	Bus Driver, \$11.77 per hour, 4 hours per day, effective August 22, 2006. (Replaces 1/2 of Eileen Johnson)
Patrick Cassidy	Paraprofessional, High School, B21 (3) \$12.84 per hour, 6.5 hours per day, effective September 26, 2006. (Replaces Jennifer Peterson)

SUGGESTED RESOLUTION: Move to approve the employment of Michelle Knutson, Angela Reed, Julie Hestera, Kipper Rowland, Todd Lunde, Jose Rodriguez and Patrick Cassidy as presented.

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
PROBSTFIELD CENTER FOR EDUCATION
SEPTEMBER 11, 2006
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MEMBERS PRESENT: Karin Dulski, Lisa Erickson, Cindy Fagerlie, Carol A. Ladwig, Mike Siggerud, Kristine Thompson, Bill Tomhave, and Dr. Larry P. Nybladh.

MEMBERS ABSENT: None.

CALL TO ORDER: Chairwoman Erickson 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: Siggerud moved, seconded by Tomhave, to approve the agenda as presented. Motion carried 7-0.

WE ARE PROUD:

*** **We Are Proud** of Angela Schulz, parent of students at Ellen Hopkins Elementary School, for winning the National Anthem Project Performance Contest at the Redhawks baseball game in Fargo on June 16, 2006. The National Association for Music Education (MENC) awards a \$1,000 donation in the name of each contest winner to the local music program of their choice. Schulz selected Hopkins Elementary's music program to receive the \$1,000 donation as her reward for winning.

The National Anthem Project is an effort by MENC and other organizations to re-teach Americans to sing "The Star-Spangled Banner" and spotlight school music programs, which are where most Americans learn the anthem and other patriotic songs. Contestants in the local singing contests sing "The Star-Spangled Banner" on stage without accompaniment and are judged on their vocals skills such as pitch and range, their ability to engage the crowd, stage presence, and if they sang the correct words to the song.

SINGING OF THE "NATIONAL ANTHEM": - Angela Schulz sang acappella the "National Anthem" for the School Board, administration and audience.

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: Dan Jenny, 1213 12th Street South, stated his concern for increased supervision and fencing at school playgrounds and would like revision of district policy related to student transportation eligibility guidelines.

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CONSENT AGENDA: Tomhave moved, seconded by Dulski, to approve the following items on the Consent Agenda:

Gift

Accept donations from the following businesses for the August 30 All Staff Breakfast: RD Offutt Company and RDO Equipment Company - \$1,307 to purchase rolls, bagels and fruit; SunMart - 20 gallons of orange juice; Hornbacher's Foods - coffee and creamer; Wells Fargo - beverage cups; and American Crystal Sugar - sugar packets.

Grant - Accept the Learn and Serve America grant funding from Lakes Country Service Cooperative in the amount of \$2,000. Funds will be used to engage sixth and eighth grade students at Horizon Middle School in Service-Learning through the Start Curriculum.

Lease - Approve the one-year lease of space agreement with the City of Moorhead for the 2006-07 school year. This agreement includes current language and provides a three percent increase for said use of facilities over the 2005-06 rental amounts.

Resignations

Michelle Swanson - Food & Nutrition Server, Ellen Hopkins Elementary, effective September 11, 2006.

Jerilyn Neameyer - Cafeteria Supervisor, S.G. Reinertsen Elementary, effective August 29, 2006.

Carol Boerner - Paraprofessional, High School, effective August 30, 2006.

Change in Contract

Nicole Saum - Kindergarten Teacher, Ellen Hopkins Elementary, from .50 FTE to 1.0 FTE, BA (.5), \$30,108.50, effective August 29, 2006. (New according to Annual Operating Plan)

Rebecca Lee-Hunt - Adult Basic Education Teacher, Probstfield Center for Education, 2 days per week, 7.2 hours per day, \$23.69 per hour, from Adult Basic Education Paraprofessional, 2 days per week, 6.5 hours per day, effective September 5, 2006. (Replaces Sara Johnson)

Family/Medical Leaves

Rachel Horan - Music Teacher, Horizon Middle School, effective approximately December 1, 2006 for approximately 12 weeks.

Monica Peterson - Math Teacher, High School effective August 29, 2006 until approximately January, 2007.

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New Employees

Deanna Monson - Home School Liaison, Red River Area Learning Center, 1.0 FTE, 8 hours per day, B21 (0-3) \$14.15 per hour, effective August 29, 2006. (Replaces Jennifer Carlson)
Jill Perryman - Cafeteria Supervisor, S.G. Reinertsen Elementary, 2 hours per day, 3 times per week, \$8.22 per hour, effective September 5, 2006. (Replaces Jeri Neameyer)
Toni McCauley - Food & Nutrition Server, S.G. Reinertsen Elementary, 2.75 hours per day, \$8.22 per hour, effective September 5, 2006. (Replaces Kathleen Sams)
Katie Dahley - Food & Nutrition Server, Horizon Middle School, 2.75 hours per day, \$8.22 per hour, effective September 5, 2006. (Replaces Nichole Sanders)

Minutes - Approve the August 14 and 28, 2006 regular meeting minutes as presented.

Claims - Approve the June Claims, subject to audit, in the amount of \$1,076,619.34.

General:	\$1,047,420.11
Food:	\$18,326.48
Community Service:	\$10,872.75
TOTAL	\$1,076,619.34

Motion carried 7-0.

SCHOOL BOARD/STAFF DIALOGUE

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

Primary EXTRA Pilot Program (PEP) Action Research Project - Dr. Mary Jo Schmid, Brenda Krueger, Sally Doran and Faye Smiley Aakre provided information regarding the Primary EXTRA Pilot Program (PEP) Action Research Project at Ellen Hopkins Elementary School. The project will research ways to provide additional academic support for primary students, specifically kindergarten. The PEP project will provide research data regarding programming for primary students, valuable information regarding funding, and other items as the district continues to explore ways to enhance educational opportunities for all students.

MOORHEAD HIGH SCHOOL HALL OF HONOR: Kovash reported the Moorhead High School (MHS) Hall of Honor was established to recognize alumni, faculty, staff and other

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community members who have demonstrated notable accomplishments or provided significant contributions to their school, community or society.

Alumni are recognized for their outstanding accomplishments while at MHS as well as achievements following graduation. In 2004, eight inaugural members were inducted and last fall six members were inducted. This fall the 2006 members to the Hall of Honor will be recognized at an induction ceremony on September 16. The MHS Hall of Honor 2006 inductees are Matt Cullen, George R. Hanson, Fred B. Scheel, and Jeremy R. Torstveit, M.D.

The Hall of Honor Committee reviewed nominations and conducted research of records to select outstanding candidates. The Hall of Honor Committee members are Gene Boyle, Beth Dille, Pam Gibb, Don Hulbert, Kay Peterson, Phil Seljevold, Margaret Stene, Ken Tangen, and Jay Wentzell. Corporate sponsors of the MHS Hall of Honor are Moorhead Public Service, State Bank and Trust, and Gate City Bank. It was added that nominations are continuously accepted.

APPROVAL OF POLICY: Ladwig moved, seconded by Fagerlie, to approve the policy, School District Crisis Management (710), as presented. Motion carried 7-0.

OPENING ENROLLMENT: Kovash provided information on opening day enrollment for elementary and secondary schools and also information regarding off-site educational programs. Preliminary figures for K-12 opening day enrollment totaled 5,357. Last year opening day enrollment was 5,255. Opening day enrollment was expected to be 5,246, which represents 111 more students than projected. The largest class is ninth grade at 465 with the smallest class in third grade at 360. This year's kindergarten class is 415 students and 390 was projected. Kindergarten, Grade 1 and Grade 2 classes are at about 400 students which shows a growth in the primary grades. The increase in enrollment signals an end to the trend of declining enrollment.

COMMITTEE REPORTS: Ladwig thanked district staff for the wonderful article regarding the MHS Hall of Honor in the September 11th issue of *The Forum*. Brief reports were heard regarding the Early Childhood Family Education Committee, Clay County Joint Powers Committee and Ellen Hopkins School PTAC meetings.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Nybladh noted the Homecoming Parade was scheduled for October 6. Nybladh requested School Board members let Michelle know by September 14 their interest in attending the September 16 MHS Hall of Honor

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Ceremony. Nybladh highlighted MSBA information regarding no Fall Area meetings and that the deadline for submitting resolutions for the 2006 Legislative Session was September 27. Nybladh reminded Board members to contact Chair Erickson if interested in attending NSBA's Annual Conference in San Francisco, April 14-17, 2007.

Dr. Nybladh and Chair Erickson presented Certificates of Training honoring Karin Dulski and Mike Siggerud for completing the Minnesota School Boards Association Leadership Development Program Phases I, II and III Orientation Workshops.

ADJOURNMENT: Hearing no objections, the Chair adjourned the meeting at 8:04 p.m.

Carol Ladwig, Clerk

**REGULAR MEETING
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MEMBERS PRESENT: Karin Dulski, Lisa Erickson, Cindy Fagerlie, Carol A. Ladwig, Mike Siggerud, Kristine Thompson, Bill Tomhave, and Dr. Larry P. Nybladh.

MEMBERS ABSENT: None.

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

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

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

WE ARE PROUD:

*** **We Are Proud** of Vicki Breneman for being selected as a 2006 Local Wal-Mart Teacher of the Year. Breneman was a fourth-grade teacher at Ellen Hopkins Elementary School and is now an instructional math coach. Each year, Wal-Mart and Sam's Club nationwide honor great teachers at each of their stores based on nominations from the community. As a Local Wal-Mart Teacher of the Year, Breneman received a \$1,000 grant from the Wal-Mart/Sam's Club Foundation to benefit Ellen Hopkins Elementary School. She also received a Wal-Mart gift card for herself.

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: None.

CONSENT AGENDA: Tomhave moved, seconded by Dulski, to approve the following items on the Consent Agenda:

Gift - Accept the \$170 donation from Microsoft Matching Gifts Program. Daniel Specht, Microsoft employee, volunteered 10 hours as a classroom volunteer and Microsoft matched his volunteer time. The funding will be used to purchase math manipulatives.

Field Trip - Approve the revised Major Magnitude Field Trip for MHS French Program students to travel to France in June 2008 instead of June 2007.

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Resignations

Lorae Hecker - Food & Nutrition Server, Horizon Middle School, effective September 11, 2006.
Jessica Swanson - Paraprofessional, S.G. Reinertsen Elementary, effective August 29, 2006.

Change in Contract

Andrew Theis - Paraprofessional, Red River Area Learning Center, from 26 hours per week to 32.5 hours per week, effective August 29, 2006. (Replaces Delores Morse reduction in hours)
Delores Morse - Paraprofessional, Red River Area Learning Center, from 32.5 hours per week to 26 hours per week, effective August 29, 2006. (Voluntary reduction in hours)

Family/Medical Leaves

Sandy Kortan - Instructional Coach, Probstfield Center for Education, effective August 28, 2006 for an undetermined amount of time.
Kathi Salvevold - Business Teacher, High School, to begin approximately October 7, 2006, for six to eight weeks.
Jamie York - Grade 5 Teacher, Ellen Hopkins Elementary, to begin approximately October 2, 2006 for 6 weeks.

Other Leave

Gloria Crosby - Paraprofessional, High School, effective September 25, 2006 through December 22, 2006.

New Employees

Kathy Evert - Breakfast Cafeteria Supervisor, S.G. Reinertsen Elementary, \$8.22 per hour, .75 hours per day, effective September 11, 2006. (Replaces Amy Miller)
Mike Perius - Paraprofessional, High School, B21 (0-2) \$12.65 per hour, 6.5 hours per day, effective September 6, 2006. (Replaces Katie LeSage)
Matthew Retzer - Paraprofessional, Horizon Middle School, B21 (3) \$12.84 per hour, 6.5 hours per day, effective September 18, 2006. (Replaces Jane Schnabel)
Ronda Adrian - Paraprofessional, Horizon Middle School, B21 (0-2) \$12.65 per hour, 6.5 hours per day, effective September 18, 2006. (Replaces Pam Beyer)
Tanya Lee Smith - Food & Nutrition Server, Hopkins Elementary, \$9.32 per hour, 2.75 hours per day, effective September 11, 2006. (Replaces Lori Wenner)
Stephany Smith - Food & Nutrition Server, Hopkins Elementary, \$8.22 per hour, 2.75 hours per day, effective September 20, 2006. (Replaces Michelle Swanson)

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Tanya De Montigny - Noon Supervisor, Ellen Hopkins, \$8.22 per hour, 2.5 hours per day, effective September 7, 2006. (Replaces Terri Messelt)

Bethany Schwab - Paraprofessional, High School, B21 (3) \$12.84 per hours, 6.5 hours per day, effective September 18, 2006. (Replaces Cheryl Adams)

Tania Molden - Teacher, Red River Area Learning Center, .286 FTE, MA (2) \$10,196.40, effective September 12, 2006. (Replaces Kelsy Jenkins)

Tania Molden - Paraprofessional, Red River Area Learning Center, B21 (0-2) \$12.65 per hour, 3.5 hours per day, effective September 12, 2006. (Replaces Nadine Moon)

Joshua St. Louis - Teacher, Robert Asp Elementary, BA+20 (2) \$34,626.00, effective August 29, 2006. (Replaces Rochelle Walswick)

Paul Hoefer - 8th Grade Football, Horizon Middle School, .050% Step 0, \$1,609.00 beginning with the 2006-2007 season. (Replaces Kyle Kopacek)

Sarah Heimdahl - 7th Grade Volleyball, Horizon Middle School, .050% Step 0, \$1,609.00 beginning with the 2006-2007 season. (Replaces Jen Carlson)

Jill Carney - 7th Grade Volleyball, Horizon Middle School, .050% Step 7, \$2,038.00 beginning with the 2006-2007 season. (Replaces Kim Pladson)

Angela Cassidy - Head Speech Coach, High School, .100%, Step 0, \$3,218.00 beginning with the 2006-2007 season. (Replaces Rebecca Meyer-Larson)

Will Hailer - Head Debate Coach, High School, .100%, Step 4, \$3,708.00 beginning with the 2006-2007 season. (Replaces Michelle Mogen)

Chris Lien - Student Newspaper, High School, .100%, Step 0, \$3,218.00 beginning with the 2006-2007 season. (Replaces Amy Jorgenson)

Britta Dwyer - Math League Coach, High School, .050%, Step 0, \$1,609.00 beginning with the 2006-2007 season. (Replaces Missy Eidsness)

Lauren Rood - Automotive Youth Education System (AYES), High School, .060%, Step 0, \$1,931.00 beginning with the 2006-2007 season. (New Position)

Kay Nomeland - Adult Basic Education Paraprofessional, \$9.18 per hour, 13 hours per week, effective October 2, 2006. (Replaces Rebecca Lee-Hunt)

Colleen Hillstad - Paraprofessional, High School, B21 (0-2) \$12.65 per hour, 6.5 hours per day, effective September 19, 2006. (Replaces Carol Boerner)

Gloria Vega - Cafeteria Supervisor, Horizon Middle School, \$8.22 per hour, 2 hours per day, effective September 19, 2006. (Replaces Cheryl Reller)

Robert Korczak - Cafeteria Supervisor, Horizon Middle School, \$8.22 per hour, 2 hours per day, effective September 7, 2006. (Replaces Sadmir Rzafic)

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Motion carried 7-0.

FIRST READING OF POLICIES: The School Board conducted a first reading of the following policies: School Board Conflict of Interest (205), School Board Code of Ethics (206), "We Are Proud" Guidelines (215), School District Administration (301), Employees as Vendors of School Supplies (445), Facility and Site Improvement and/or Development (701), Severe Weather Related School Closings (711), School District Owned Vehicle Reservation (722), Purchase Order Management (821), and Payroll Employment (822).

2005-2006 ANNUAL REPORT ON CURRICULUM, INSTRUCTION AND STUDENT ACHIEVEMENT: Thompson moved, seconded by Ladwig, to direct administration to print and prepare the final copies of the 2005-2006 Annual Report on Curriculum, Instruction and Student Achievement for electronic distribution to the Minnesota Department of Education and print and prepare a summary report for mailing to all district households by October 15, 2006. Motion carried 7-0.

PROPOSED LEVY FOR 2006 PAYABLE 2007: Fagerlie moved, seconded by Dulski, to certify the "Maximum" for the 2006 Payable 2007 Proposed Levy. Motion carried 7-0.

COMMITTEE REPORTS: Brief reports were heard regarding the S.G. Reinertsen PTAC, Instruction and Curriculum Advisory Committee, Health/Safety/Wellness Committee, District Student Assistance Committee, Community Education Advisory Council, Staff Development Committee, Superintendent's Advisory Council, Moorhead High School PTAC, and Ellen Hopkins School PTAC meetings. Siggerud noted he had attended the 2006 Minnesota Education Summit in Minneapolis on September 22.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Erickson asked School Board members to contact her or the Superintendent's office if interested in attending the 2007 NSBA Annual Conference in San Francisco in April. Erickson noted Board members would discuss participation in the October 6 Homecoming Parade after the meeting. Thompson reminded Board members of the September 27 deadline to submit resolutions for MSBA's legislative agenda.

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
PROBSTFIELD CENTER FOR EDUCATION
SEPTEMBER 25, 2006
PAGE 5**

ADJOURNMENT: Hearing no objections, the Chair adjourned the meeting at 7:40 p.m.

Carol Ladwig, Clerk



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.041

TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
DATE: October 2, 2006
RE: Service Learning

Anne Larson, Service Learning Coordinator will present a brief background of service learning. Anne will also provide information on the projects in the district that are using service learning strategies as a way to deepen understanding and learning in content subject areas.

LAK/kmr

Minnesota
Department
of Education



an introduction to

Service Learning

Minnesota
Department
of Education



**“Through service learning,
one is able to contribute, produce,
and become an accountable learner
and major contributor.”**

- Alex, Student, Saint Paul Public Schools

definition

Service learning is a form of experiential learning whereby students apply content knowledge, critical thinking and good judgment to address genuine community needs.

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Minnesota Department of Education


Cleaning up a river bank is
service.


Sitting in a classroom
looking at water samples
under a microscope is
learning.


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Adapted by MDE from the Saint Paul Public Schools Plan for District-wide Service-Learning, prepared by the National Youth Leadership Council

	<p>Science students meeting state standards by taking samples from local water sources, then analyzing the samples, documenting the results, presenting the scientific information to a pollution control agency, and reflecting on the impact these results may have on future pollution control issues and our own behaviors is <u>service learning</u>.</p> <p>Adapted by MDE from the Saint Paul Public Schools Plan for District-wide Service-Learning, prepared by the National Youth Leadership Council</p>
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	<h2 data-bbox="602 1300 1238 1380">key components</h2> <p data-bbox="597 1440 1209 1537">Service learning is a teaching and learning strategy in which students learn through active participation in high quality service that:</p> <ul data-bbox="597 1579 1209 1809" style="list-style-type: none"> • Meets the needs of a community • Integrates into and enhances the rigorous academic curriculum • Is aligned with the state standards • Fosters civic responsibility • Provides structured time for student reflection
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	<p>it is</p> <p>integrated with curriculum and graduation standards.</p> <p>a way to foster civic responsibility.</p>
--	--

	<p>it is not</p> <p>community service.</p> <p>youth service.</p> <p>mandated service.</p>
---	--

it is not

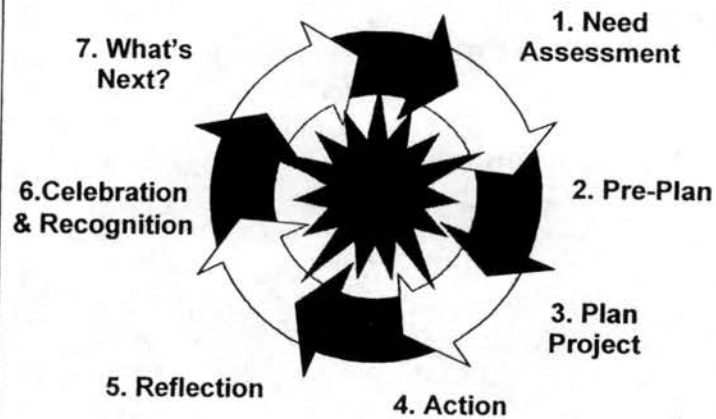
more work.

less work.


but rather a different way to teach.


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the cycle




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of Education

	<h2 data-bbox="604 460 941 526">research</h2> <h3 data-bbox="604 570 1209 614">Improves Academic Achievement</h3> <ul data-bbox="604 674 1265 990" style="list-style-type: none"> •Students who participate in service learning have higher grade point averages. •Students score higher on basic skills tests. •Students are less likely to drop out. •Students are better able to apply what they learn. •83% of principals in schools that provide service learning opportunities perceive service learning as having a very or somewhat positive impact on students' academic achievement <p data-bbox="577 1046 854 1068">Research available upon request</p>
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	<h2 data-bbox="599 1307 935 1373">research</h2> <h3 data-bbox="599 1417 1146 1462">Improves School Environment</h3> <ul data-bbox="599 1521 1231 1831" style="list-style-type: none"> •88% of principals in schools that offer service learning programs perceive service learning as having a very or somewhat positive impact on students' school engagement. •Service learning creates a more positive school environment. •Students are more likely to graduate. •Schools have higher attendance rates. <p data-bbox="570 1891 848 1913">Research available upon request</p>
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	<h2 data-bbox="611 460 946 530">research</h2> <h3 data-bbox="611 570 1079 614">Decreases Risk Behaviors</h3> <ul data-bbox="611 681 1192 946" style="list-style-type: none"> •Ninth-graders showed more positive scores on all measures of resilience. •Middle and high school students are less likely to engage in behaviors that lead to pregnancy or arrest. •Students are less likely to be referred to the school office for disciplinary measures. <p data-bbox="577 1048 855 1070">Research available upon request</p>
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	<h2 data-bbox="601 1316 935 1386">research</h2> <h3 data-bbox="601 1426 1123 1470">Enhances Civic Development</h3> <ul data-bbox="601 1537 1216 1869" style="list-style-type: none"> •92% of principals in schools that offer service learning programs perceive service learning as having a very or somewhat positive impact on students' citizenship/civic engagement. •Students have a greater acceptance of cultural diversity. •Students increase their understanding of how the government works. •Students are more likely to vote. <p data-bbox="567 1897 845 1920">Research available upon request</p>
---	--

get started

"Connections that Work"

An in-depth publication just released by the Minnesota Department of Education detailing how service learning helps students meet academic standards.

To receive a copy, please email
michelle.kamenov@state.mn.us

Minnesota
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of Education

get started

Web Sites

education.state.mn.us – Click on Learning Support, Service Learning – for state initiatives and workshop opportunities

www.nylc.org – for project examples

www.servicelearning.org – for research and best practices

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get started

Contact

Michelle Kamenov

Minnesota Department of Education

Service Learning Specialist

michelle.kamenov@state.mn.us

(651) 582-8434

Minnesota
Department
of Education



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.022

TO: School Board

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

DATE: September 28, 2006

RE: Approval of Policy

Attached please find the policy, School Board Conflict of Interest (205).

Suggested Resolution: Move to approve the policy, School Board Conflict of Interest (205), as presented.

LPN:mde
Attachment

Board Policies

School Board Conflict of Interest

School Board Policy: 205

Section: 200 SCHOOL BOARD

Date Adopted: 9/23/2002

Date Revised:

Dates Reviewed:

I. PURPOSE

The purpose of this policy is to observe state statutes regarding conflict of interest and to engage in school district business activities in a fashion designed to avoid any conflict of interest or the appearance of impropriety.

II. GENERAL STATEMENT OF POLICY

It is the policy of the Moorhead Area School Board to contract for goods and services in conformance with statutory conflict of interest laws and do so in a manner that will avoid any conflict of interest or the appearance thereof. Accordingly, the Moorhead Area School Board will contract under the statutory exception provisions only when it is clearly in the best interest of the school district because of limitations which may exist on goods and services otherwise available to the school district.

III. GENERAL PROHIBITIONS AND RECOGNIZED STATUTORY EXCEPTIONS

A. A sSchool bBoard member who is authorized to take part in any manner in making any sale, lease or contract in his or her official capacity shall not voluntarily have personal financial interest in that sale, lease, or contract or personally benefit financially.

B. In the following circumstances, however, the sSchool bBoard may as an exception, by unanimous vote, contract for goods or services with a sSchool bBoard member of the school district:

1. In the designation of a bank or savings association, in which a sSchool bBoard member is interested, as an authorized depository for school district funds and as a source of borrowing, provided such deposited funds are protected in accordance with MN Statute Ch. 118A. Any School Board member having said interest shall disclose that interest and the interest shall be entered in the minutes of the sSchool bBoard. Disclosure should be made when a bank or savings association is first designated as a depository or source of borrowing, or when such a sSchool bBoard member is elected, whichever is later. Disclosure serves as notice of the interest and must only ~~needs to~~ be made once;

2. The designation of an official newspaper or publication of matters therein, in which the sSchool bBoard member is interested when it is the only newspaper complying with statutory requirements relating to the designation or publication;

3. A contract with a cooperative association of which the sSchool bBoard member is a shareholder or stockholder, but not an officer or manager;

4. A contract in which competitive bids are not required by law;

5. A sSchool bBoard member may rent space in a public facility at a rate commensurate with that paid by other members of the public.

6. A sSchool bBoard member may be newly employed or may continue to be employed by the school district as an employee where there is a reasonable expectation on July 1, or at the time the contract is entered into or extended, that the amount to be earned by that sSchool bBoard member under that contract or employment relationship, will not exceed \$58,000 in that fiscal year. If the sSchool bBoard member does not receive majority approval to be initially employed or to continue in employment at a meeting where all sSchool bBoard members are present, that employment must be immediately terminated and the sSchool bBoard member will have no further rights to employment while serving as a sSchool bBoard member in the school district.

C. A contract made pursuant to the aforementioned exceptions will be void unless the following procedure is observed.

1. The sSchool bBoard must authorize the contract in advance of its performance by adopting a resolution setting out the essential facts and determining that the contract price is as low as or lower than the price at which the goods or services could be obtained elsewhere.

2. In the case of an emergency when the contract cannot be authorized in advance, payment of the claims must be authorized by a like resolution when the facts of the emergency are also stated.

3. Before a claim is paid, the interested sSchool bBoard member must file with the clerk of the sSchool bBoard an affidavit stating:

- a. The name of the sSchool bBoard member and office held;
- b. An itemization of the goods or services furnished;
- c. The contract price;
- d. The reasonable value;
- e. The interest of the sSchool bBoard member in the contract; and
- f. That to the best of the sSchool bBoard member's knowledge and belief, the contract price is as low as, or lower than, the price at which the goods or services could be obtained from other sources.

IV. LIMITATIONS ON RELATED EMPLOYEES

A. The Moorhead School Board can hire or dismiss teachers only at duly called meetings. Where a husband and wife, brother and sister, or two brothers or sisters, constitute a quorum, no contract employing a teacher may be made or authorized except upon the unanimous vote of the full sSchool bBoard.

B. The sSchool bBoard may not employ any teacher related by blood or marriage, within the fourth degree, computed by the civil law, to a sSchool bBoard member except by a unanimous vote of the full sSchool bBoard.

V. CONFLICTS PRIOR TO TAKING OFFICE

A Moorhead School Board member with personal financial interest in the sale, lease or contract with the school district which was entered before the sSchool bBoard member took office and presents an actual or potential conflict of interest, shall immediately notify the sSchool bBoard of such interest. It shall thereafter be the responsibility of the sSchool bBoard member to refrain from participating in any action relating to the sale, lease, or contract. At the time of renewal of any such sale, lease, or contract, the sSchool bBoard may enter into or renew such sale, lease or contract only if it falls within on the enumerated exceptions for contracts relating to goods or services provided above and if the procedures provided in this policy are followed.

VI. DETERMINATION AS TO WHETHER A CONFLICT OF INTEREST EXISTS

The determination as to whether a conflict of interest exists is to be made by the Moorhead School Board. Any sSchool bBoard member who has an actual or potential conflict shall notify the sSchool bBoard of such conflict immediately. The sSchool bBoard member shall thereafter cooperate with the sSchool bBoard as necessary for the sSchool bBoard to make its determination.

Legal References:

Minnesota Statute 122A.40, Subd. 3 (Teacher Hiring, Dismissal)
Minnesota Statute 123B.195 (Board Member's Right to Employment)
Minnesota Statute 471.87 (Public Officers: Interest in Contract; Penalty)
Minnesota Statute 471.88 Subds. 2, 3, 4, 5, 12, and 13 (Exceptions)
Minnesota Statute 471.89 (Contract, When Void)
Op. Atty. Gen. 437-A-4, March 15, 1935
Op. Atty. Gen. 90-C-5, July 30, 1940
Op. Atty. Gen. 90-A, August 14, 1957

Cross References:

Moorhead School Board Policy 201: School Board Legal Status
Moorhead School Board Policy 206: School Board Code of Ethics
MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.023

TO: School Board

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

DATE: September 28, 2006

RE: Approval of Policy

Attached please find the policy, School Board Code of Ethics (206).

Suggested Resolution: Move to approve the policy, School Board Code of Ethics (206), as presented.

LPN:mde
Attachment

Board Policies

School Board Code of Ethics

School Board Policy: 206

Section: 200 SCHOOL BOARD

Date Adopted: 8/12/2002

Date Revised:

Dates Reviewed:

I. PURPOSE

The purpose of this policy is to assist the Moorhead Area School Board members in recognizing the role of individual sSchool bBoard members and the contribution that each must make to develop an effective and responsible sSchool bBoard.

II. GENERAL STATEMENT OF POLICY

Each sSchool bBoard member shall follow the code of ethics stated in this policy.

A. AS A MEMBER OF THE MOORHEAD SCHOOL BOARD I WILL:

1. Listen--to students, parents, employees, administrators, and community stakeholders, as well as to my colleagues on the sSchool bBoard.
2. Recognize the integrity of my predecessors and associates.
3. Appreciate the merit of their work.
4. Be motivated only by a desire to serve the pupils of this district.
5. Attempt to inform myself on the proper duties and functions of a sSchool bBoard member.
6. Recognize that it is my responsibility, together with other sSchool bBoard members to see that the schools are properly run, not to run them myself.
7. Work through administration employees of the sSchool bBoard--not over or around them.
8. Recognize that school business may be legally transacted only in an open meeting of the sSchool bBoard.
9. With opportunity to express my opinion during a meeting, I will support the results of a majority vote taken by the School bBoard.

B. IN PERFORMING THE PROPER FUNCTIONS OF A SCHOOL BOARD MEMBER I WILL:

1. Perform under education policies unless necessity requires otherwise.
2. Function in meeting the legal responsibility that is mine as part of a policy-forming body--not as an administrative officer.
3. Consider myself a trustee of public education and do my best to protect, conserve, and advance its progress.

C. TO MAINTAIN RELATIONS WITH OTHER MEMBERS OF THE SCHOOL BOARD, I WILL:

1. Respect the right of others to have and express opinions.
2. Recognize that authority rests with the sSchool bBoard in legal session--not with the individual members of the sSchool bBoard except as authorized by law.
3. Make no disparaging remarks, in or out of sSchool bBoard meetings, about other members of the sSchool bBoard or their opinions.
4. Recognize that to promise in advance of a meeting how I will vote on any proposition is to close my mind and agree not to think through other points of view which may be presented to the meeting.
5. Make decisions in sSchool bBoard meetings only after all sides of debatable questions have been presented.
6. Delegate details of sSchool bBoard action to administrative employees.
7. Insist that special committees be appointed as necessary which will serve only in an advisory capacity to the sSchool bBoard.

D. IN MEETING MY RESPONSIBILITIES TO MY COMMUNITY; I WILL:

1. Attempt to appraise both the present and future educational needs of the school district.

2. Attempt to obtain adequate financial support for the school program.
3. Interpret the needs and attitudes of the community and do my best to translate them into the educational program of the school district.
4. Consider it an important responsibility to interpret the educational program of the school as it relates to the needs of the community.
5. Insist that business transactions of the school district be on an ethical, open, and above board basis.

E. IN WORKING WITH THE SUPERINTENDENT OF SCHOOLS AND STAFF, I WILL:

1. Hold the sSuperintendent responsible for the administration of the school district.
2. Give the sSuperintendent authority commensurate with the responsibility.
3. Assure that the school district will be administered by the best professional personnel available.
4. Consider the recommendation of the sSuperintendent in the appointment of all employees.
5. Participate in sSchool bBoard action after considering the recommendation of sSuperintendent and only after the sSuperintendent has furnished adequate information supporting the recommendation.
6. Expect the sSuperintendent to keep the School bBoard adequately informed at all times through both oral and written reports.
7. Spend adequate time in sSchool bBoard meetings on educational policies.
8. Give the sSuperintendent counsel and advice.
9. Recognize the status of the sSuperintendent as an ex-officio member of the sSchool bBoard.
10. Refer all complaints to the proper administrative officer or insist that they be presented in writing to the whole sSchool bBoard.
11. Present any personal criticisms of employees to the sSuperintendent.
12. Provide support for the sSuperintendent and employees of the school district so they may perform their proper functions on a professional level.

F. IN FULFILLING MY LEGAL OPERATIONS AS A SCHOOL BOARD MEMBER, I WILL:

1. Comply with all federal, state, and local laws relating to my function as a sSchool bBoard member.
2. Comply with all school district policies as adopted by the sSchool bBoard.
3. Abide by all rules and regulations as promulgated by the Minnesota Department of ~~Children, Families and Learning~~ Education and other federal and state agencies with jurisdiction over school districts.

Legal References:

Minnesota Statute 123B.02 Subd. 1 (School District Powers)
 Minnesota Statute 123B.09 (School Board Powers)
 Minnesota Statute 123B.143 Subd. 1 (Superintendent)

Cross Reference:

Moorhead School Board Policy 201: School Board Legal Status
 Moorhead School Board Policy 310: School Superintendent
MSBA Service Manual, Chapter 1, School Board Member Code of Ethics



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.024

TO: School Board

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

DATE: September 28, 2006

RE: Approval of Policy

Attached please find the policy, "We Are Proud" Guidelines (215).

Suggested Resolution: Move to approve the policy, "We Are Proud" Guidelines (215), as presented.

LPN:mde
Attachment

Board Policies

'We Are Proud' Guidelines

School Board Policy: 215

Section: 200 SCHOOL BOARD

Date Adopted: 5/27/2003

Date Revised:

Dates Reviewed:

I. PURPOSE

The purpose of this policy is to establish guidelines for the "We Are Proud" portion of the Moorhead School Board meeting agenda.

II. GENERAL STATEMENT OF POLICY

In order to recognize the accomplishments of the students and adults associated with Moorhead Area Public Schools, all suggestions of recipients should be forwarded to the District Communications Coordinator and/or the Superintendent's office for approval.

The following will serve as guidelines for recognition:

A. Students - Advisor(s)/coach(es)/teacher(s) will identify:

1. First place finishers at local or regional competitions.
2. State level qualifiers following the completion of the final competition, thus permitting state honors to also be recognized; and
3. Individual and/or student groups recognized for various regional or national awards or achievements.

B. Adults:

1. Peers identified by staff members, coaches, advisors, or School Board members that receive local, regional, state or national levels of achievement; or
2. Parents or community members that contribute significantly to the school district and the educational process.

Cross Reference:

Moorhead School Board Policy 213: School Board Meeting Agendas



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.025

TO: School Board

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

DATE: September 28, 2006

RE: Approval of Policy

Attached please find the policy, School District Administration (301).

Suggested Resolution: Move to approve the policy, School District Administration (301), as presented.

LPN:mde
Attachment

Board Policies

School District Administration

School Board Policy: 301

Section: 300 DISTRICT ADMINISTRATION

Date Adopted: 8/27/2001

Date Revised: 9/9/2002

Dates Reviewed: 09/09/02

I. PURPOSE

The purpose of this policy is to clarify the role of the school district administration and its relationship with the Moorhead ~~s~~School ~~b~~Board.

II. GENERAL STATEMENT OF POLICY

A. Effective administration and sound management practices are essential to realizing educational excellence. It is the responsibility of the school district administration to provide leadership and management which promotes quality educational programs and services within the context of the school ~~D~~district's goals and budget.

B. The ~~s~~School ~~b~~Board expects all activities related to the operation of the school district to be administered in a well-planned manner, ~~carried out~~ conducted in an orderly fashion, consistent with the policies of the ~~s~~School ~~b~~Board, and conducted in an honest, respectful, and ethical tone.

C. The ~~s~~School ~~b~~Board shall seek specific recommendations, background information and professional advice from the school district administration, and will hold the administration accountable for sound management of the schools.

D. Although the ~~s~~School ~~b~~Board holds the ~~s~~Superintendent ultimately responsible for administration of the school district, the ~~s~~School ~~b~~Board also recognizes the ~~s~~Superintendent's authority to delegate responsibility to subordinate administrators. The ~~s~~School ~~b~~Board also recognizes the direct responsibility of principals building administrators and administrators for the educational results and effective leadership at the school building level.

E. The ~~s~~School ~~b~~Board and school administration shall work together to share information and decisions that best serve the needs of Moorhead Area Public Schools' students within the financial and facility constraints that may exist.

Legal References:

Minnesota Statute 123B.143 (Superintendent)

Minnesota Statute 123B.147 (Principals)

Cross Reference:

Moorhead School Board Policy 310: School Superintendent

MSBA Service Manual, Chapter 3, Superintendent of Schools



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.026

TO: School Board

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

DATE: September 28, 2006

RE: Approval of Policy

Attached please find the policy, Employees as Vendors of School Supplies (445).

Suggested Resolution: Move to approve the policy, Employees as Vendors of School Supplies (445), as presented.

LPN:mde
Attachment

Board Policies

Employees as Vendors of School Supplies

School Board Policy: 445

Section: 400 EMPLOYEE/PERSONNEL

Date Adopted: 11/28/1989

Date Revised: 1/27/2003

Dates Reviewed: 4/26/1994
11/24/1997
1/27/2003

I. PURPOSE

The Moorhead Area Public Schools will be in compliance with state statutes regarding the sale, proceeds or profits of any school supplies sold to the school district by school district employees and/or persons connected with the school district. Also, school district personnel will monitor that student purchases of textbooks, supplies, materials, tools or equipment for instructional purposes shall be made from a vendor, through a school store, parts department or school district purchase order and not from school district employees.

II. GENERAL STATEMENT OF POLICY

Except as provided for under Minnesota ~~S~~statute, no teacher, district school officer, including the ~~s~~Superintendent, member of the Moorhead ~~s~~School ~~b~~Board, nor any person connected with the Moorhead Area Public School system in any capacity, shall be interested directly or indirectly in the sale, proceeds or profits of any book, apparatus or furniture used, or to be used in the school district. Nothing in this policy or the statute prohibit the spouse of an employee or officer of the school district from contracting with the school district for the sale or lease of books, apparatus, furniture or other supplies to be used in the school district as long as the employee's or officer's position does not involve approving contracts for supplies and the ~~s~~School ~~b~~Board unanimously approves the transaction.

School district employees shall not become involved in making purchases from public or private vendors and then selling those items to students. Any exceptions to this policy must be approved in advance by the building ~~principal~~ administrator or appropriate supervisor and the ~~s~~Superintendent or designee.

Violators of this policy shall suffer the consequences of the applicable Minnesota ~~S~~statutes and may also be considered insubordinate by the school district and dealt with accordingly.

Legal References:

Minnesota Statute 123B.20 (Dealing in School Supplies)
Minnesota Statute 471.87 (Public Officers, Interest in Contract; Penalty)
Minnesota Statute 471.88 (Exceptions)

Cross Reference:

Moorhead School Board Policy 205: School Board Conflict of Interest



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.027

TO: School Board

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

DATE: September 28, 2006

RE: Approval of Policy

Attached please find the policy, Facility and Site Improvement and/or Development (701).

Suggested Resolution: Move to approve the policy, Facility and Site Improvement and/or Development (701), as presented.

LPN:mde
Attachment

Board Policies

Facility and Site Improvement and/or Development

School Board Policy: 701

Section: 700 NON-INSTRUCTIONAL

Date Adopted: 3/23/1987

Date Revised: 1/27/2003

Dates Reviewed: 2/7/1997
1/27/2003

I. PURPOSE

The intent of this policy is to ensure that the facilities of Moorhead Area Public Schools do not inhibit the ability of any child to reach their maximum potential as a learner, while using said facilities in the most economical manner possible.

II. GENERAL STATEMENT OF POLICY

The school district shall:

- A. Ensure long range needs are considered when facility changes are made.
- B. Determine impact on other buildings.
- C. Consider short/long range implications.
- D. Determine economic impact on all facilities.
- E. Analyze the impact on instruction.

All facility/site improvement work must be approved by the Moorhead Area Public Schools' District-Wide Facility Improvement Committee. This committee is made up of the Assistant Superintendent of Teaching and Learning, Assistant Superintendent of Business Services, and the Director of Buildings and Grounds. Prior to review, ~~Form~~ Administrative Procedure 701.1: Facility/Site Improvements Request must be completed. The committee shall submit their recommendation to the Superintendent for consideration in the context of the School District's Annual Operating Plan, Capital Budget, and Long Range Facility Plan.

In accordance with Minnesota Statute 123B.52, capital improvements exceeding \$50,000 must be competitively bid as authorized by the Moorhead School Board.

Legal Reference:
Minnesota Statute 123B.52 (Contracts)



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.028

TO: School Board

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

DATE: September 28, 2006

RE: Approval of Policy

Attached please find the policy, Severe Weather Related School Closings (711).

Suggested Resolution: Move to approve the policy, Severe Weather Related School Closings (711), as presented.

LPN:mde
Attachment

Board Policies

Severe Weather Related School Closings

School Board Policy: 711

Section: 700 NON-INSTRUCTIONAL

Date Adopted: 12/9/2002

Date Revised:

Dates Reviewed:

PURPOSE

The Moorhead School Board recognizes that severe weather conditions may impact operations of the school district. The purpose of this policy is to provide information regarding severe weather related school closings.

GENERAL STATEMENTS OF POLICY

A. When conditions prevail at the school which a ~~principal~~ building administrator considers to be of an emergency nature or hazardous to staff and students, he/she shall notify the ~~s~~Superintendent or designee of the circumstances.

Building administrators will follow individual building action plans as outlined in the School District Crisis Management Policy (710) and Crisis Management Emergency Plan. The ~~s~~Superintendent or designee may determine an alternate plan of action. Once the plan is determined, school district staff will contact the media, other public and nonpublic schools, and others which may be necessary.

Emergency or hazardous conditions are defined as those situations which make it impossible to carry on the normal teaching activities in the school and/or create a situation which could be harmful to the safety of the students and staff. Examples include, but are not restricted to, bomb threats, weather and utility failures.

B. Weather Emergencies

~~The s~~School district officials will work jointly with the U.S. Weather Bureau in monitoring conditions during times of inclement weather.

The Superintendent (or designee), with consultation from the ~~d~~Director of ~~t~~Transportation, will determine appropriate actions to be taken relating to early dismissal, late start or the closing of school. Once a decision has been made, all local radio and television stations will be notified of the action.

There may be times when weather conditions are not severe enough to justify the closing of schools but bus schedules may have to be modified or canceled.

C. After-School Activities

In the event schools are closed due to severe weather conditions, all after-school activities, including practices and non-school events, will be canceled and the building completely vacated of all but custodial personnel.

Cross References:

Moorhead School Board Policy 710: School District Crisis Management Policy



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.029

TO: School Board

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

DATE: September 28, 2006

RE: Approval of Policy

Attached please find the policy, School District Owned Vehicle Reservation (722).

Suggested Resolution: Move to approve the policy, School District Owned Vehicle Reservation (722), as presented.

LPN:mde
Attachment

Board Policies

School District Owned Vehicle Reservation

School Board Policy: 722

Section: 700 NON-INSTRUCTIONAL

Date Adopted: 1/27/2003

Date Revised:

Dates Reviewed:

I. PURPOSE

The intent of this policy is to ensure the proper and legal utilization of school owned vehicles.

II. GENERAL STATEMENT OF POLICY

The school district shall:

- A. Provide as safe as possible, a means of transportation for employees and other passengers.
- B. Provide a procedure that is equitable to all users.
- C. Allow the school district a methodology for monitoring usage of district vehicles.

All Moorhead Area Public Schools' employees and students are required to adhere to ~~Administrative~~ Procedures 722.1: School District Owned Vehicle Reservation Procedures and 722.2: Drivers of School District Owned Vehicles related to the School District Owned Vehicle Reservation Policy this policy.
(~~See Administrative Procedure 722.1: School District Owned Vehicle Reservation Procedures.~~)

Legal Reference:
Minnesota Statute 471.666 (Personal Use of Publicly Owned Automobiles Prohibited)



Department of Business Services
Moorhead Area Public Schools

Memo B.07.015

TO: Dr. Larry P. Nybladh, Superintendent

FROM: Mark Weston, Assistant Superintendent of Business Services *MW*

DATE: October 5, 2006

RE: Request for Annexation of Property

The school district has acquired legal possession of the property described as follows:

Description: 40.0 Acres – The SW1/4NE1/4 of Section 14, Township 139 North, Range 48 West of the Fifth Principal Meridian, Clay County, Minnesota.

The previous owner, R.D. Offutt, had petitioned the City of Moorhead for annexation of this property. To complete the annexation process, the school district, as new legal owner, must request continuation of the annexation process.

Attached is a copy of the formal request for annexation of said property.

Suggested Resolution: Move to approve the request for annexation of said property into the City of Moorhead as presented.

MLW *inde*
Attachment



Moorhead Area Public Schools

Independent School District 152

Probstfield Center for Education • 2410 14th St. S. • Moorhead, Minnesota 56560
Fax: (218) 284-3333 • www.moorhead.k12.mn.us

Superintendent's Office: (218) 284-3330 • Teaching and Learning: (218) 284-3310
Business Services: (218) 284-3370 • Human Resources: (218) 284-3350

October 9, 2006

Scott Hutchins
Director of Community and
Economic Development
City of Moorhead
500 Center Avenue
Moorhead, MN 56561

RE: Request for Annexation

Dear Scott:

Please accept this letter as our formal request for annexation of property described as follows:

DESCRIPTION – PROPOSED ANNEXATION – 40.0 ACRES:

The SW1/4NE1/4 of Section 14, Township 139 North, Range 48 West of the Fifth Principal Meridian, Clay County, Minnesota.

Moorhead Area Public Schools is the legal owner of the above-referenced property and request annexation into the City of Moorhead.

Please contact me if you have questions.

Sincerely,

Mark Weston
Assistant Superintendent of Business Services

MLW:mde

S-M 9-BOS
23 Oct 2006

INDEPENDENT SCHOOL DISTRICT #152

School Board Meeting
Board Room 224 - Probstfield Center for Education
2410 14th Street South
Moorhead, Minnesota

October 23, 2006

7:00 p.m.

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

ATTENDANCE:

Karin Dulski _____	Mike Siggerud _____
Lisa Erickson _____	Kristine Thompson _____
Cindy Fagerlie _____	Bill Tomhave _____
Carol Ladwig _____	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 students Andrew Chen, Nicholas Holschuh and Paul Lillehaugen for being named semifinalists in the National Merit Scholarship Program. Approximately 16,000 semifinalists were recognized this year. The nationwide pool of semifinalists, which represents less than one percent of U.S. high school seniors, includes the highest scoring entrants in each state. More than 1.4 million juniors in nearly 21,000 high schools entered the 2007 National Merit

SCHOOL BOARD AGENDA - October 23, 2006

PAGE 2

Program by taking the 2005 Preliminary SAT/National Merit Scholarship Qualifying Test.

Scholastically talented high school seniors named as semifinalists have an opportunity to continue in the competition for more than 8,000 Merit Scholarships awards that will be offered next spring. To continue, semifinalists must fulfill several requirements and advance to finalist standing, a prerequisite to being considered for a Merit Scholarship.

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

2. CONSENT AGENDA

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

- A. TEACHING/LEARNING MATTERS - Kovash
- B. BUSINESS SERVICE MATTERS - Weston
 - (1) Approval of RRALC Lease Agreement - Pages 7-13
- C. HUMAN RESOURCE MATTERS - Nielsen
 - (1) Approval of Family/Medical Leaves - Page 14
 - (2) Approval of New Employees - Pages 15
 - (3) Approval of Statement of Assurance of Compliance - Pages 16-17
- D. SUPERINTENDENT MATTERS - Nybladh

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

SCHOOL BOARD AGENDA - October 23, 2006

PAGE 3

Moved by _____ Seconded by _____

Comments _____

3. **APPROVAL OF POLICY:** Weston

Pages 18-19

Suggested Resolution: Move to approve the policy, Purchase Order Management (821), as presented.

Moved by _____ Seconded by _____

Comments _____

4. **APPROVAL OF POLICY:** Weston

Pages 20-21

Suggested Resolution: Move to approve the policy, Move to approve the policy, Payroll Employment (822), as presented.

Moved by _____ Seconded by _____

Comments _____

5. **LAKES COUNTRY SERVICE COOPERATIVE (LCSC) ELECTION**

NOMINATION: Nybladh

Pages 22-24

Suggested Resolution: Move to approve the nomination of Bill Tomhave to run for a position on the Lakes Country Service Cooperative Board of Directors.

Moved by _____ Seconded by _____

Comments _____

6. **CLAY COUNTY COLLABORATIVE AGREEMENT:** Nybladh

Pages 25-30

Suggested Resolution: Move to approve the Clay County Collaborative Agreement as presented.

SCHOOL BOARD AGENDA - October 23, 2006

PAGE 4

Moved by _____ Seconded by _____
Comments _____

7. **CHAINSAW PLANNING**: Nybladh
Page 31

8. **2005-2006 AUDIT REPORT**: Weston
Page 32

Suggested Resolution: Move to accept the 2005-2006 Comprehensive Annual Financial Report as presented.

Moved by _____ Seconded by _____
Comments _____

9. **COMMITTEE REPORTS**

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

11. **ADJOURNMENT**

SCHOOL BOARD AGENDA - October 23, 2006**PAGE 5****CALENDAR OF EVENTS**

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
TEAEM, TEAELS Field Tests	October 23-27		
Activities Council	October 24	7 am	MHS Conf Rm
Technology Committee	October 24	3:45 pm	PCE
K-12 Prof Dev Before/After Schl	October 25		
Parent/Child Literacy Night	October 26	6-7:30 pm	PCE
Grades 7-8 Orchestra Concert	October 26	7:30 pm	HMS Cafetorium
K-12 Prof Dev Before/After Schl	November 1		
Indian Education Parent Com	November 1	5 pm	PCE
Clay County Joint Powers Com	November 2	7 am	PCE
HMS PTAC	November 2	7 pm	Media Center
MHS/HMS Orchestra Concert	November 2	7:30 pm	HMS Cafetorium
RAS PTAC	November 6	6:30 pm	Media Center
MHS PTAC	November 6	7 pm	Conf Rm
SGR PTAC	November 6	7 pm	Media Center
Election Day	November 7		
(No schl activities 6-8 pm)			
Continuing Educ Com	November 7	3:30 pm	PCE
K-12 Prof Dev Before/After Schl	November 8		
MHS End of First Quarter	November 8		
Instr and Curr Adv Com	November 9	7 am	PCE
Elementary Parent FYI Night	November 9	7 pm	SGR
HMS Grade 7 Band Concert	November 9	7 pm	Cafetorium
Early Chldhd Advisory Com	November 9	7 pm	PCE
HMS Grade 8 Band Concert	November 9	8 pm	Cafetorium
MHS Fall Play	November 10-12	7:30 pm	Auditorium
School Board	November 13	7 pm	PCE
HMS Grade 6 Choir Concert	November 13	7:30 pm	Cafetorium
American Education Week	November 13-17		
EHS PTAC	November 14	6:30 pm	Media Center
HMS Grade 7 Choir Concert	November 14	7:30 pm	Cafetorium
Interagency Early Interv Com	November 15	12 pm	FSC
K-12 Prof Dev Before/After Schl	November 15		

SCHOOL BOARD AGENDA - October 23, 2006**PAGE 6****CALENDAR OF EVENTS (Continued)**

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Health/Safety/Wellness Com	November 16	9:30 am	PCE
HMS Grade 8 Choir Concert	November 16	7:30 pm	Cafetorium
Supt's Advisory Council	November 16	7 pm	PCE
MHS Fall Play	November 16-19	7:30 pm	Auditorium
EHS School Musical	November 17-18		EHS
Staff Development Com	November 20	3:30 pm	PCE
Policy Review Committee	November 20	7 pm	PCE
No School/Teacher Comp Day	November 22		
Com Ed Advisory Council	November 21	7 pm	PCE
No School/Holiday Break	November 23-24		
Student/Staff Asstnce Adv Com	November 27	3 pm	PCE
School Board	November 27	7 pm	PCE
Technology Committee	November 28	3:45 pm	PCE



Department of Business Services
Moorhead Area Public Schools

Memo B.07.018

TO: Dr. Larry P. Nybladh, Superintendent

FROM: Mark Weston, Assistant Superintendent of Business Services *MLW*

DATE: October 16, 2006

RE: RRALC Lease Agreement

Enclosed with this memo please find a lease agreement between La Famiglia LTD and ISD #152. This lease relates to the space that the school district is currently using for the Red River Area Learning Center. It is my recommendation that we continue the arrangement that we have had for the past several years.

Suggested Resolution: Move to approve the four-year lease agreement with La Famiglia as presented.

MLW:mde
Attachment

Lease Agreement

This Lease Agreement made this 1st day of September 2006, by and between La Famiglia LTD with its place of business at 1100 32nd Avenue South, Moorhead, MN 56560 hereinafter referred to as "Landlord" and Minnesota Independent School District No. 152 aka MOORHEAD PUBLIC SCHOOLS, hereinafter referred to as "Tenant" whose address is 810 4th Ave. South, Moorhead, MN 56560.

WITNESSETH:

In consideration of the mutual covenants and agreements given and exchanged hereunder, the parties hereto declare, covenant and agree as follows:

1. **PREMISES:** Landlord hereby leases and demises to Tenant, and Tenant hereby leases from Landlord for the Lease Term as hereinafter defined the following described premises: approximately 10990 square feet of ground floor (approximately 6600 SF of Warehouse area and 4390 SF of Office area) located at 1100 32nd Avenue South, Moorhead, MN 56560 (shown on Exhibit A).

Tenant shall also be allowed non-exclusive use of outdoor yard/green space on the north and west portions Of property as shown in Exhibit A-1.

2. **TERM:** The term of this Lease Agreement shall commence on September 1, 2006, and shall continue to August 31, 2010. Tenant shall have (3) options to renew this lease for whatever space is occupied prior to the renewal date, for a term of 2 years each. Tenant must provide Landlord one hundred eighty (180) day advance written notice indicating intention to exercise. All terms and conditions to remain the same with a negotiation of rents. This Lease Agreement may be terminated by either party by giving written notice thirty (30) days prior to the end of lease period. If neither party gives notice, lease will convert to a month to month tenancy.
3. **RENT:** From September 1, 2006 to August 31, 2010, Tenant shall pay, without demand, \$8242.50 per month (\$9.00 per SF) as the total and complete rental for the premises. Rent for periods of occupancy of less than one month shall be prorated in proportion to number of days of occupancy in that month. Tenant has Paid \$0.00 upon lease execution to be held by owner as security deposit. Rent payments can be made payable to Landlord at the address as provided in Section 20, Notices.
4. **USE:** Tenant agrees that the leased premises shall be used and occupied for public education. Tenant agrees at its own cost and expense to obtain any and all licenses and permits necessary to effect such use. Tenant agrees to occupy said premises in a careful manner and to surrender the same at the termination of this Lease, or any extension thereof in as good condition as when received, normal wear and tear excepted.

5. **UTILITIES AND SERVICES:**

	Heat	A/C	Electricity	W/S/G	Janitor	Repair/Maint. Bldg./Grounds
Tenant Expense:					X	
Landlord Expense:	X	X	X	X		X

Tenant shall provide janitorial and material supply service for the demised space as well as for the ground floor rest rooms and common hallway (if any). If Landlord secures a tenant (separate from the Moorhead Public Schools) for any portion of the ground floor note leased by Tenant, Tenant will remain responsible for janitorial and material cost of the ground floor rest rooms and common areas.

6. **COMMON AREA MAINTENANCE CHARGES:** Landlord shall be responsible for common area maintenance charges which include, but not limited to heating, ventilating and cooling, real estate taxes and special assessments, parking lots, lighting, maintenance, snow removal, grounds maintenance and cleaning, sprinkling and alarm, repair & maintenance, and property and liability insurance. Common areas are defined as all property not occupied by a tenant but providing common access and benefit to all

Lease Agreement

tenants and customers of the property. Common areas include, but are not necessarily limited to, parking lots, yards, and entry areas.

7. REPAIRS AND MAINTENANCE: Tenant shall, at its expense, keep the interior of the Premises, including all partitions, interior doors, trade fixtures, and appurtenances thereof in clean, neat and good order, condition and repair, damage by unavoidable casualty expected, but not including structural portions of the Leased Premises such as the foundation, outer walls, windows, exterior doors, exterior plate glass, and roof of the Leased Premises, and all major plumbing maintenance and repairs, including water heaters and water/sewer lines from the building to the street, and electrical heating and air conditioning systems which shall be maintained by the Landlord. Landlord shall keep the common areas in good order and repair, and shall be responsible for the removal of snow and ice from the parking lot. Tenant will be responsible for snow removal in front of the west doorway.

Tenant will also be responsible to keep the designated north and west yard/green space areas in good condition and free of excessive trash. Tenant shall be responsible for the satisfactory repair or replacement (determined solely by Landlord) of any damage to the grass, trees or other landscaping feature.

8. TAXES: Landlord shall pay the general real estate taxes and installments of special assessments and assessments for special improvements and all other taxes, fees, assessments and other governmental charges of every kind and nature arising during the term of this lease with respect to the property and its improvements
9. PARKING: Tenant has use of the west parking lot. In the south parking Landlord reserves the right to further designate and enforce customer and employee parking areas should it become necessary in Landlord's sole judgment to do so. Tenant may not leave any vehicle, including any type of recreational vehicle, in the designated parking areas for more than 48 hours unless prior written consent is given by Landlord.
10. SIGNAGE: Subject to Landlord's written approval, all signage fabrication and installation shall be at the expense of the Tenant unless otherwise specifically agreed to in writing by both parties.
11. GOVERNMENTAL REGULATIONS: Tenant shall, at Tenant's sole cost and expense, comply with and faithfully observe all of the rules, regulations, ordinances, laws and requirements of county, municipal, state, federal and other applicable governmental authorities, present or future ("Governmental Regulations") which effect the occupancy of use of, or carrying on of Tenant's business in the Leased Premises. Landlord shall, at Landlord's expense, make and comply with all Governmental Regulations which pertain to the common areas and those portions of the Premises, including the exterior, exterior, doors, and structural portions which Landlord is required to repair hereunder.
12. INSURANCE:
- a.) Public Liability Insurance. Prior to entry into the premises to begin Tenant's work and thereafter during the term of this Lease, Tenant shall keep in full force and effect at its expense, a policy or policies of public liability insurance with respect to the premises and the business of Tenant and any approved subtenant, licensee, or concessionaire, with companies licensed to do business in Minnesota, and approved by Landlord, in which both Tenant and Landlord and any person, firm or corporation designated by Landlord, shall be adequately covered under reasonable limits of liability not less than statutory requirement established by the State of Minnesota for said use. Tenant shall furnish Landlord with certificates or other evidence acceptable to Landlord that such insurance is in effect which cancellation. evidence shall state that Landlord shall be notified in writing thirty (30) days prior to
- b.) Fire Insurance. The Landlord agrees to carry public liability insurance and insurance against fire and such other risks as are, from time to time, included in a standard extended coverage endorsement for the subject building.

Lease Agreement

c.) Waiver of Subrogation. The parties hereto each mutually agree to waive any cause action which either may have against the other or the agents of the other for damage or harm to the leased premises, the common areas, or the contents of either, on the leased premises to the extent that such damage or harm is required to be insured against casualty insurance under the terms of this lease, whether such damage or harm is caused by the negligence or fault of either party or its agent or not; and each party hereto agrees, that, to the extent it actually obtains casualty insurance coverage, such policy shall contain a waiver of subrogation rights on the part of such insurance company as against the other party to this Lease.

13. IMPROVEMENTS: Tenant agrees to lease space in "as is" condition. Any work shall be performed by the Tenant at its own cost and expense.

Tenant agrees that it will not alter the leased premises or construct any improvements therein without prior written consent of the Landlord, which consent shall not be unreasonably withheld. Tenant agrees and understands that all improvements or alterations which shall be made pursuant to this paragraph, with the exception of the trade fixtures, shall be deemed to be fixtures and shall, at the expiration of this Lease, become part of the realty and the property of the Landlord. Landlord agrees that Tenant may remove any of its trade fixtures at the expiration of this Lease. Tenant agrees to repair any damage to the leased premises which may be caused by the removal of trade fixtures.

14. ACCESS: Tenant agrees that the Landlord may enter the leased premises either upon providing Tenant notice or during business hours to check for or perform routine maintenance required to be performed hereunder, and for all other purposes for which such an entry is desirable under the terms of this Lease. Landlord agrees that its entry into the premises to engage in any repairs will be done at such times and in such manner as to minimize interference with Tenant's business.

15. DEFAULT: Landlord shall give notice to Tenant of any default under this Lease in the payment of rent or otherwise, and Tenant shall have the right for ten (10) days after receipt of such notice to cure any default with respect to the payment of rent and, with respect to any other default, shall have such time as may be reasonably necessary to cure such default.

In the event the Landlord shall default in the performance of any covenants agreed to be performed by Landlord, Tenant may give written notice to Landlord specifying the default and Landlord shall have 30 days after receipt of notice to cure the default. Tenant agrees that, in the event notice is given to the Landlord as aforesaid and Landlord is unable to complete performance of such breached covenant within the thirty-day period specified but is nevertheless proceeding with due diligence to perform such covenant at the expiration of such period, the period within which the foregoing remedies may be exercised, shall be extended to whatever reasonable time is necessary for the Landlord to reasonably complete such performance, after which time such remedies shall be applicable.

16. DAMAGE TO BUILDING: In the event of damage by fire or other casualty to the building in which the leased premises are located, if the damage is so extensive as to amount practically to the total destruction of the leased premises or of such building, this lease shall cease, and the rent shall be apportioned to the time of the damage. In all other cases where the leased property is damaged by fire or other casualty, Landlord may repair the damage with reasonable dispatch, and if the damage has rendered the leased property untenable, in whole or in part, there shall be apportionment of the rent until the damage has been repaired. The Landlord shall have the right to cancel this lease by giving Tenant written notice of its intention so to do within 30 days of the time of damage. This thirty (30) day notice shall be applicable only to circumstances where the premises has been substantially destroyed.

17. CONDEMNATION: In the event any part of the lease premises or common facilities servicing such premises is taken by public authority through the power of eminent domain, or conveyed by Landlord in lieu of an actual condemnation to any public authority, the Tenant or Landlord may, at its option, declare this Lease terminated without further obligation shall cease as the day possession of such condemned or conveyed portion is given to public authority.

Lease Agreement

If Tenant elects to remain in possession of that portion of the leased premises which remains after the condemnation, it is agreed that the rent shall be reduced thereafter by an amount proportionate to the actual portion of the leased premises taken or, in the event no part of the leased premises is taken, but part of the common facilities is taken, the rent shall be reduced by an equitable amount to be agreed upon by the parties. In the event the Tenant elects to continue possession of the leased premises to an architecturally whole unit.

The parties agree that each shall retain whatever portion of the condemnation award is made to either by the condemning authority and that neither shall have claim to that portion of the award made to the other.

18. ASSIGNMENT, SUBLETTING, or TRANSFER: Landlord agrees that the Tenant may assign this Lease or sublease the premises at any time with the prior written consent of the Landlord which consent will not be unreasonably withheld, but it is understood that Tenant specifically agrees that such assignment or subletting shall not release it from any of the obligations assumed by it under this Lease and that it shall continue to be liable hereunder throughout the term of any such assignment or sublease.

In the event the Landlord shall assign his rights under this Lease or shall transfer his interest in said leased premises, it is understood that the assignee shall be bound by all the terms and conditions of this Lease and that the Landlord shall do all that is necessary to protect the rights of the Tenant in the event of any such assignment.

19. HOLDING OVER: Any holding over of the leased premises after the expiration or other termination of this Lease or any renewal or extension thereof shall operate and be construed as a tenancy from month to month at the same monthly rental rate that applied to the last preceding month and subject to all the other terms and conditions herein provided, and in no event shall the tenancy be deemed to be one from year to year or longer period. However, nothing contained herein shall be construed as consent by the Landlord to the holding over of the leased premises by Tenant.

20. NOTICES: For purposes of this Lease, it is agreed that any notices that are required to be given by the terms hereof shall be given by mail, certified with a return receipt requested, sent to the following addresses:

Landlord: John Hough, La Famiglia LTD 1100 32nd Ave So Suite A Moorhead, MN 56560

Tenant: Moorhead Area Public Schools
2410 14th St. S
Moorhead, MN 56560

and any notices sent in such manner shall be conclusively presumed to be sent correctly whether actually received by the party hereto or not, unless the party shall hereafter notify the other in writing of an address change.

21. ARBITRATION: The parties hereto agree to make a good faith effort to reach agreement on all matters in dispute under this Lease agreement. In the event of any inability to reach agreement on any matter or controversies arising hereunder (including but not limited to) controversies with respect to plans and specifications to be prepared as provided herein, construction on the building, rental rates with respect to options exercised hereunder, the same shall be submitted, at the election of either party, to arbitration and presented for resolution to the American Arbitration Association under its rules then in effect. The decision of the American Arbitration Association shall bind the parties hereto and their successors or assigns, and such decision shall have the same force and effect as a decree of a court having competent

Lease Agreement

22. **SUCCESSORS:** The conditions, covenants, and agreement in the foregoing Lease agreement to be kept and performed by the parties hereto shall be binding upon said parties, their heirs, executors, administrators, successors, and assigns.
23. **ENTIRE AGREEMENT:** This agreement constitutes the entire agreement between the parties, and each party understands that there are no other oral understandings or agreements other than those set out herein. This agreement cannot be added to, altered, or amended in any way except by a written agreement signed by both of the parties hereto.
24. **NO SMOKING:** Smoking is not permitted anywhere in or on the entire property.
25. **DOOR LOCKS AND KEYS:** Landlord shall provide Tenant two sets of keys to the demised space. Any changes to the existing door lock mechanisms done by the Tenant must be with the consent of the Landlord and must conform to the master key system of the property. If Tenant makes changes to the door lock or key mechanism, Tenant shall provide Landlord keys for the new lock mechanism. Upon vacation of the property, Tenant must return the locking mechanism back to its original system and/or condition at its own expense.

IN WITNESS WHEREOF, the parties have hereto set their hands and seals this ____ day of _____, 2006.

LANDLORD
La Famiglia LTD

Date 10-11-06-

By: _____

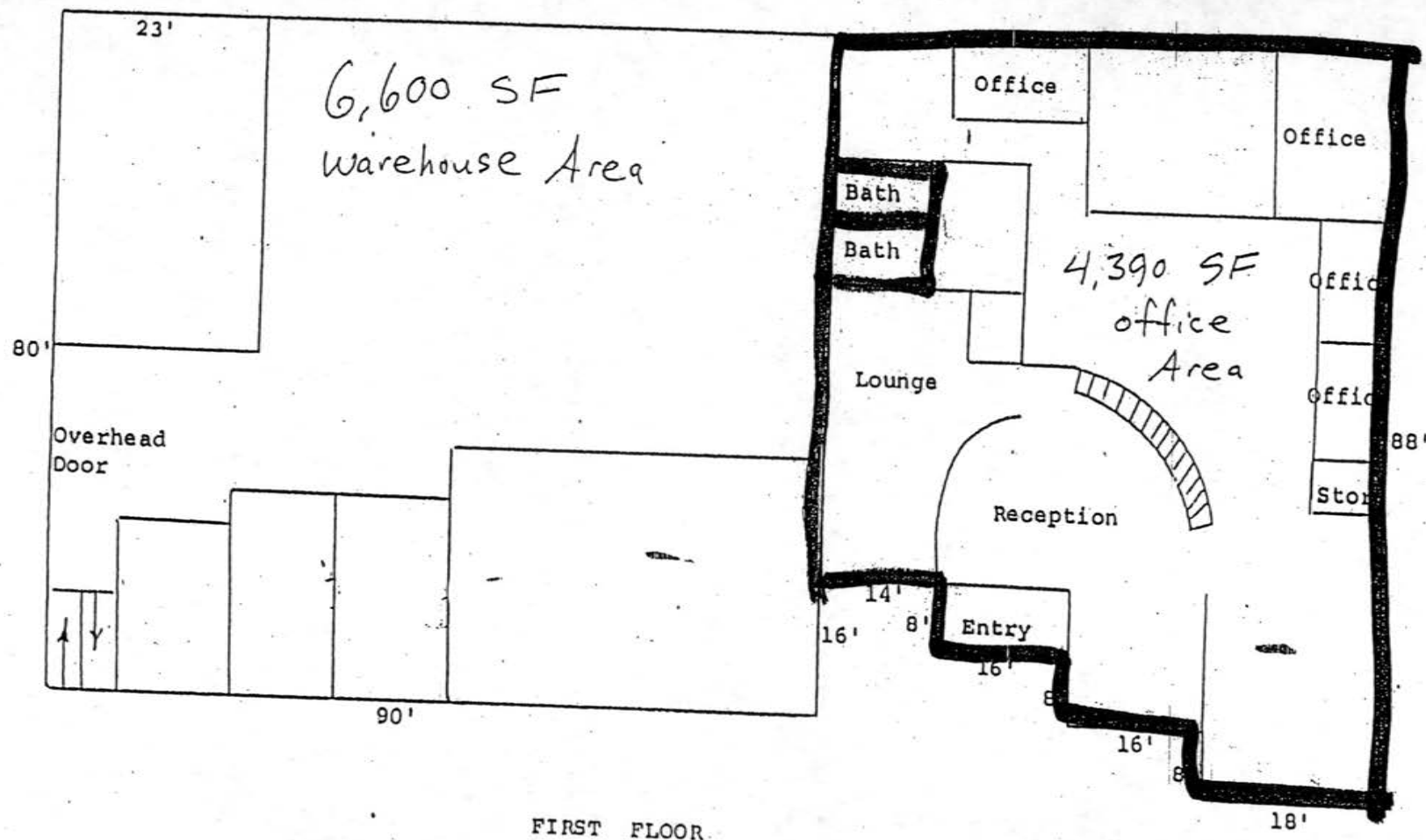
Its: _____

TENANT
Moorhead Public Schools

Date _____

By: _____

Its: _____



FIRST FLOOR

Floor Plan

Exh. b, + A



Department of Human Resources
Moorhead Area Public Schools

Memo HR.07.047

TO: Dr. Larry Nybladh, Superintendent
FROM: Ron Nielsen, Director of Human Resources
DATE: October 17, 2006
RE: Family/Medical Leave

The administration request Family Medical/Leave for the following people:

Vicki Krenz	COTA, District wide, effective approximately February 12, 2007 to April 10, 2007.
Jeana Krabbenhoft	Paraprofessional, West Central Regional Juvenile Center, effective approximately March 28, 2006 for the rest of the school year.
Eric Stenehem	Teacher, High School, to begin approximately January 22, 2007 and ending February 2, 2007.

SUGGESTED RESOLUTION: Move to approve the Family/Medical Leave for Vicki Krenz, Jeanna Krabbenhoft and Eric Stenehem pursuant to Section 3, Subd 1 of the T.C.I contract, Section 3, Subd 1 of the Paraprofessional Master Agreement and Section IV, Article 38 of the Teachers' Master Agreement.



Department of Human Resources
Moorhead Area Public Schools

Memo HR.07.046

TO: Dr. Larry Nybladh, Superintendent
FROM: Ron Nilsen, Director of Human Resources
DATE: October 17, 2006
RE: New Employees

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

Bryan Wirries	Food & Nutrition Server, High School/RRALC, \$8.22 per hour, 2.75 hours per day, effective October 9, 2006. (Replaces Angela Williams)
Armando Amaya	Food & Nutrition Server, Horizon Middle School, \$8.22 per hour, 2.75 hours per day, effective October 9, 2006. (Replaces Sheryl Emery)
Carlos Rada	Cafeteria Supervisor, Horizon Middle School, \$8.22 per hour, 2 hours per day, effective October 10, 2006. (Replaces Carlos Rada)
Kfayah Alniemy	Cafeteria Supervisor, Partners in Learning, \$8.22 per hour, 2 hours per day, effective October 3, 2006. (Replaces Maryam Yousif)
Diane Sistad	Cafeteria Supervisor, Ellen Hopkins Elementary, \$8.22 per hour, 2 hours per day, effective October 16, 2006. (Replaces Tanya deMontigny)

SUGGESTED RESOLUTION: Move to approve the employment of Bryan Wirries, Armando Amaya, Carlos Rada, Kfayah Alniemy and Diane Sistad as presented.



Department of Human Resources
Moorhead Area Public Schools

Memo HR.07.045

TO: Dr. Larry Nybladh, Superintendent

FROM: Ron Nielsen, Director of Human Resources

DATE: October 16, 2006

RE: Statement of Assurance of Compliance with State and Federal Law Prohibiting
Discrimination

Attached please find the statement of compliance with state and federal law prohibiting discrimination.
The second part of the assurance is completed on the Department of Education web site.

The Assurance of Compliance with State and Federal Law Prohibiting Discrimination needs to be
submitted annually by November 15.

Suggested Resolution: Move to approve the Statement of Assurance of Compliance with State and Federal
Law Prohibiting Discrimination.

RN/jal

Attachment

GENERAL INFORMATION AND INSTRUCTIONS: Pursuant to Minnesota Statutes, section 127A.42, subd. 3, each school board shall annually submit to the Commissioner of Education a statement of compliance with state and federal laws prohibiting discrimination and provide the designated supporting information to assure that statement. Complete this form as directed and return it to the above address by November 5. Retain a copy for your files.

IDENTIFICATION INFORMATION

School District Name Lorhead Area Public Schools			District Number 152
Name of District Contact Person Donald Nielsen	Title Director of Human Resources	Telephone Number (218) 284 -3355	FAX Number (218) 284 -3333

STATEMENT OF ASSURANCE

I, the undersigned hereby affirm that the above named school district is in compliance with the following state and federal laws prohibiting discrimination:

Minnesota Statute, section 363.03, Minnesota Human Rights Act, which prohibits discrimination in education programs and activities on grounds of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, sexual orientation, disability or age.

Title VI of the Civil Rights Act of 1964 (42 USC 2000d, et. seq.; 34 CFR Part 100), which provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the district receives federal financial assistance.

Title VII of the Civil Rights Act of 1964 (42 USC 2000e, et. seq.; P.L. 88-352), as amended by the Equal Employment Opportunity Act of 1972 (P.L. 92-261), which prohibits discrimination in employment because of an individual's race, color, religion, sex, or national origin.

Title IX of the Education Amendments of 1972 (20 USC, Section 1681; 34 CFR Part 106), which prohibits discrimination on the basis of sex in education programs and activities receiving or benefiting from federal financial assistance.

The Age Discrimination in Employment Act of 1967 (29 USC, Section 621; 42 USC Section 6101; 29 CFR Part 860), which prohibits discrimination on the basis of age (over 40 years).

Minnesota Statute, section 121A.04, which prohibits sex discrimination in athletic programs.

Minnesota Statute, section 121A.03, which requires school districts to have a policy prohibiting sexual/racial/religion harassment and violence which applies to students, teachers, administrators and other school personnel.

Minnesota Rules, Chapter 3535, relating to equality of educational opportunity and school desegregation, and prohibition of discriminatory practices.

Section 504 of the Rehabilitation Act of 1973 34 C.F.R. part 104, prohibiting discrimination on the basis of disability.

American with Disabilities Act 42 U.S.C. § 12101, et seq., also prohibiting discrimination on the basis of disability.

Minnesota Rules, part 3500.0550 relating to Inclusive Educational Program Plan.

Equal Education Opportunities and Transportation of Students (20 U.S.C. § 1703).

Title VII of the Civil Rights Act of 1964 Pregnancy Discrimination Act (within Title VII) 42 U.S.C. § 2000 e(k).

Fair Housing Act 42 U.S.C. § 3601 et seq. 24 C.F.R. part 100.

Age Discrimination Act 42 U.S.C. § 6101, 6102; 45 C.F.R. part 100.

Prohibition of Discrimination Based on Blindness (20 U.S.C. § 1684).

May 25, 1970, Office of Civil Rights Memorandum, "Identification of Discrimination and Denial of Service on the Basis of National Origin".

August 1975, Office of Civil Rights Memorandum, "Identification of Discrimination in the Assignment of Children to Special Education Programs".

This assurance is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts, or other federal and state financial assistance extended after the date hereof to the district by the U.S. Department of Education and the Minnesota Department of Education (MDE), including allment payments after such date of application for federal financial assistance and state aid allotments which were approved before such date. The district recognizes and agrees that such federal and state financial assistance will be extended in reliance on the representations, supporting information required by Minnesota Statute, section 127A.42, subd. 3 and agreements made in this assurance. This assurance is binding on the district and the persons whose signatures appear below and are authorized to sign on behalf of the district.

Furthermore, the undersigned hereby affirm that there is a copy of each of these laws in each building in the district and that the information given on page two and three of this form is accurate and complete.

Signature - School District Superintendent

Date

Signature - President or Chairperson of School Board

Date

Signature - Clerk of School Board


Date



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.030

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent 

DATE: September 28, 2006

RE: Approval of Policy

Attached please find the policy, Purchase Order Management (821).

Suggested Resolution: Move to approve the policy, Purchase Order Management (821), as presented.

LPN:mde
Attachment

Board Policies

Purchase Order Management

School Board Policy: 821

Section: 800 BUSINESS SERVICES

Date Adopted: 8/26/2002

Date Revised:

Dates Reviewed:

I. PURPOSE

The purpose of this policy is to acknowledge and support the need for the Moorhead Area Public Schools' District's ~~Business Office (Office of System Support - 284-3370)~~ to transact school district financial business in an effective manner and as required by state and federal statutes.

II. GENERAL STATEMENT OF POLICY

The Moorhead School Board acknowledges the need for effective management regarding the school District's purchasing process (Administrative Procedure 821.1). The School Board directs the School District administration to maintain an effective purchase order management system. Procedures shall be in accordance with Minnesota statutes and approved accounting practices as described by the State of Minnesota.

Legal Reference:

Minnesota Statute 375.73 (Duties of Purchasing Department)



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.031

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent

DATE: September 28, 2006

RE: Approval of Policy

Attached please find the policy, Payroll Employment (822).

Suggested Resolution: Move to approve the policy, Payroll Employment (822), as presented.

LPN:mde

Attachment

Board Policies

Payroll Employment

School Board Policy: 822

Date Adopted: 8/26/2002

Dates Reviewed:

Section: 800 BUSINESS SERVICES

Date Revised:

I. PURPOSE

The purpose of this policy is to acknowledge and support the need for the Moorhead Area Public Schools' district's ~~Business Office~~ to transact school district financial business in an effective manner so school district employees receive their earnings as ~~quickly as possible~~ appropriate and after proper forms have been filed as required by state and federal statutes. (Refer to Administrative Procedure 822.1: Payroll/Employment Forms.)

II. GENERAL STATEMENT OF POLICY

The Moorhead School Board acknowledges the need for effective management regarding the school district's payroll employment policies. The School Board directs the school district administration to maintain an effective payroll employment system. ~~Procedures shall be in accordance with Minnesota Statutes.~~

Legal References:

8 U.S.C. 1101

26 U.S.C. 3402

Minnesota Statute 122A.18, Subd. 8


Minnesota Statute 290.92



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.034

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent 

DATE: October 13, 2006

RE: LCSC Board Nomination

Attached please find information regarding the Lakes Country Service Cooperative (LSCS) annual board election nomination process.

Bill Tomhave has stated his desire to run for a position on the LCSC Board of Directors.

Suggested Resolution: Move to approve the nomination of Bill Tomhave to run for a position on the Lakes Country Service Cooperative Board of Directors.

LPN:mde
Attachment



Lakes Country Service Cooperative

Jeremy Kovash, Executive Director

1001 E. Mount Faith | Fergus Falls, MN 56537

Phone: (218) 739-3273 | Fax: (218) 739-2459 | www.lcsc.org

OCT 2 - 2006

September 28, 2006

TO: Superintendent of Schools
Clerk of the Board

FR: Jeremy Kovash, Executive Director

RE: Annual LCSC Board Election

Enclosed is the nomination notice for the Lakes Country Service Cooperative (LCSC) annual board election.

If your district wishes to nominate one of your board members to run for a position on the Lakes Country Service Cooperative Board of Directors, please take the appropriate action on the petition and return the petition to the LCSC office, **along with a resume of the candidate**, on or before October 31, 2006.

There are four (4) four-year school district board member positions to be filled.
There is one (1) two-year school district board member position to be filled.

It should be noted that the LCSC Board meets the second Thursday of each month at 11:30 a.m. Meetings are held at LCSC in Fergus Falls.

If you have any questions regarding the enclosed nomination form or the election, please contact Lyn Pletta at lpletta@lcsc.org or 800.739.3273.

Thank you.

23

Service Cooperative Board of Directors

Chairperson • David Schomack, Perham
Mike Boen, At Large
Barry Bergern, Battle Lake

Vice Chairperson • Norman Kolstad, Underwood
Robert Block, Otter Tail County
Nancy Dashner, Frazee - Vergas

Clerk • Jim Fish, City of Fergus Falls
Rachel Grieger, New York Mills
Supt. Kent Baldry, Pelican Rapids

Treasurer • Tom Kummrow, Fergus Falls
Roger Peterson, At Large
Supt. Dave Pace, Breckenridge

AN EQUAL OPPORTUNITY EMPLOYER

Serving the Counties of: Becker • Clay • Douglas • Grant • Otter Tail • Pope • Stevens • Traverse • Wilkin

To provide and promote the development of quality services that are sensitive and responsive to customers' needs

LAKES COUNTRY SERVICE COOPERATIVE

Nomination Petition

PLEASE RETURN BY OCTOBER 31, 2006

Be it hereby resolved that:

The Board of _____
(School District Name)
nominates _____
(Name of current board member)

to serve as a board of directors nominee of the Lakes Country Service Cooperative and authorizes this individual's name to be placed on the ballot to be submitted to LCSC voting members. Members voting in favor of this nomination are:

_____	_____
_____	_____
_____	_____

Date of Resolution Passage

Official Signature for the Board

Send this petition and a **RESUME** from the candidate to:

Lyn Pletta
Lakes Country Service Cooperative
1001 E. Mt. Faith
Fergus Falls, MN 56537

24






Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.035

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent 

DATE: October 13, 2006

RE: Clay County Collaborative Agreement

As you are aware, the Clay County Collaborative has experienced restructuring in the past two years. After the first year of operating within the restructured organizational model, collaborative officials have worked to update and amend the Clay County Collaborative Agreement. All collaborative partners are being asked to approve the updated agreement.

Attached please find the Clay County Collaborative Agreement for your review and approval.

Suggested Resolution: Move to approve the Clay County Collaborative Agreement as presented.

LPN:mde
Attachment

**CLAY COUNTY COLLABORATIVE
AGREEMENT
AMENDED OCTOBER 4, 2006**

This Collaborative Agreement made and entered into this 4th Day of March 1997, and amended on 15 December 1999, 16-21 May 2003, August 2003, 17 November 2004, 30 November 2005 and 4 October 2006 by and between Clay County, Minnesota, Clay County Public Schools, Cities, and Non-profit and other Partners as set out in this Agreement in Section 2 collectively referred to as "Partner Organizations" is as follows:

WHEREAS, there is a recognized need for coordinated planning and integration of service systems for children and families in Clay County; and

WHEREAS, Minnesota Statute Section 124D.23 provides for the establishment of a Family Services Collaborative to provide services designed to enhance opportunities for children or youth to improve child health and development, reduce barriers to adequate school performance, improve family functioning, provide community service, enhance self esteem and develop general employment skills; and

WHEREAS, Minnesota Statute Section 245.491 to 245.495 provides for the establishment of a Children's Mental Health Collaborative to provide for the establishment of a local system of care including mental health services, social services, correctional services, educational services, health services, and vocational services for the purposes of developing and governing an integrated service system; and

WHEREAS, Minnesota Statutes Section 125A.023 and 125A.027 provide for the establishment of an interagency governance structure to coordinate local services for children with disabilities through the Interagency Services for Children with Disabilities ACT; and

WHEREAS, the Partner Organizations desire to make such services readily available to their residents in conformance with the provisions of Minnesota 124D.23; and

WHEREAS, the Partner Organizations recognize that such services can be appropriately financed, supported and managed by a multi-organization joint venture;

NOW THEREFORE, in consideration of the mutual agreements set forth herein and pursuant to the foregoing and to Minnesota Statutes Section 471.59, the Partner Organizations, do hereby establish the Clay County Collaborative; hereinafter referred to as the Collaborative; having the composition, powers, and duties provided in this Agreement as follows:

SECTION 1 PURPOSE

Partner Organizations enter into this Agreement for the purpose of improving the social, emotional, educational, and economic outcomes of Clay County children, adolescents and their families by mitigating risk factors and enhancing protective factors. Partner Organizations come together in the Collaborative to create an integrated service delivery system for children, adolescents, and their families with multiple and special needs. The Collaborative shall not function as a service provider but shall perform activities that coordinate supports and services such as common intake, common assessment, common care planning, care coordination, standard setting, and outcome evaluation. The Collaborative shall carry out its duties as required in Minnesota Statute Section 124D.23 Subdivision 2, Section 125A.023, and Section 245.293 Subdivision 2.

A. Clay County Collaborative Core Values:

- We care about children and families
- We believe in collaboration and partnership
- We believe in early prevention, identification and intervention

- We believe in strength-based family-centered services
- We believe in partnering with and supporting families
- We believe in accessible services
- We value education and training

B. Clay County Collaborative Vision:

"Successful partnerships building successful families "

C. Clay County Collaborative Mission Statement:

"Our mission is to work in partnership and collaboration to empower and provide opportunities for children and families."

SECTION 2 MEMBERSHIP

Membership in the Collaborative shall consist of Partner Organizations mandated by State Statutes (Clay County, a Clay County Public School District, a federal grantee for the Head Start Program in Clay County, a Mental Health Professional who serves children and families in Clay County, Clay County Court Services/Department of Corrections, Clay County Public Health, and Consumers/parents of children with special needs who are participating partners of the Collaborative and residents of Clay County) as well as other non-profit and other Partner Organizations which serve the Collaborative's target population in Clay County.

New members may join the Collaborative at any time by resolution of the Governance Board, signing this Agreement, and payment of partnership fees.

SECTION 3 THE COLLABORATIVE'S DECISION-MAKING BODIES

A. COLLABORATIVE GOVERNANCE BOARD

The legal authority of the Collaborative shall be exercised by the Collaborative Governance Board as set forth under Minnesota Statute 471.59 and as necessary in the creation and operation of a Family Services Collaboration provided under Minnesota Statute Section 124D.23, Children's Mental Health Collaborative as provided for under Minnesota Statute Sections 125A.023 and 125A.027 and as provided for by this Clay County Collaborative Agreement and Bylaws.

The Governance Board shall exercise revenue authority. This Agreement authorizes the Clay County Collaborative to receive and expend any funds received from Partner Organizations, from the State of Minnesota, and from any other lawful source, including any governmental source, gifts, or donations in order to fulfill the purposes and mission as described in this Agreement.

The Governance Board shall approve the collaborative plan which describes how the Collaborative will carry out its duties and implement the integrated local services delivery system required by the governing statutes.

The Governance Board shall be composed of a representative and an alternate from the governing board/committee/council/commission of each Partner Organization as well as parent/consumer representatives.

B. BOARD OF DIRECTORS

The Board of Directors shall act on behalf of the Governance Board between meetings of the Governance Board. The Board of Directors shall be composed of four (five) sector representatives selected by each of the following bodies: the Governance Board and the Administrative Group.

C. ADMINISTRATIVE GROUP

Responsibility for the design of and policy oversight for the integrated service system to be operated by the Collaborative shall reside in the Administrative Group. The Administrative Group shall also exercise

expenditure authority. The Administrative Group shall be composed of agency directors, administrators or executive directors/officers of Partner Organizations as well as parent/consumer representatives.

D. WORK GROUPS

Work Groups shall work with families to design and fund programming which fills identified gaps in services and/or leads to systems change that benefits children and their families. The Work Groups shall be composed of supervisors and direct service providers from Partner Organizations as well as parent/consumer representatives.

E. COLLABORATIVE COORDINATOR

Operational authority shall reside in the Collaborative Coordinator. Operational authority is defined as the day-to-day management of the Collaborative's activities. The Coordinator shall be an independent contractor selected by the Board of Directors and approved by the Governance Board.

F. OTHER CONTRACTORS

Other independent contractors may be hired by the Governance Board for specific purposes within the organization.

SECTION 4 BYLAWS & OPERATING POLICIES AND PROCEDURES

The Collaborative Governance Board shall adopt Bylaws which shall provide for the operation and administration of the Collaborative. The Governance Board may adopt Operating Policies and Procedures to direct and document the specific activities of the Collaborative.

SECTION 5 COLLABORATIVE FINANCES AND INTEGRATED FUND

A. The Partner Organizations agree to establish an integrated fund for the purpose of meeting the objectives of the Collaborative and increasing the flexibility of funding sources. The integrated fund will be used to support interventions, services and programs for children and families in Clay County.

B. The integrated fund shall be under the direct control of the Governance Board and shall be administered, under the Board of Director's supervision, by a Fiscal Agent the Board of Directors shall choose and the Governance Board shall approve.

C. Partner Organizations will pay an annual partnership fee to the integrated fund. Partner Organizations except for Clay County will commit a minimum of \$100 annually. Clay County will commit a minimum of \$250 annually. Consumers/Parents have no financial obligation to the integrated fund.

D. In-kind contributions and approved grants shall also be committed to the integrated fund by Partner Organizations in conformance with the provision of Minnesota Statute Chapter 124D.23 Subdivision 6.

SECTION 6 COMMITMENT AND TERMINATION

Each Partner Organization shall have the right to annually review its participation and financial commitment when and if there is change in the existing funding mechanisms and legislation as it relates to the mission of the Collaborative. The term of this Agreement is for the period of time from the date signed until rescinded, unless amended as provided herein.

Any Partner Organization shall have the right to withdraw from this Agreement in a manner described as follows:

A. The Partner Organization withdrawing shall pass a resolution declaring its intent to withdraw and forward a certified copy of the resolution to the Chair of the Governance Board not later than June 30th.

B. Each Partner Organization acknowledges that withdrawal may mean that the Collaborative could cease to meet the statutory requirements for continued existence as a collaborative under Federal, State and/or local law.

C. Notwithstanding each Partner Organization's right to withdraw from this Agreement, the Collaborative, created hereby, shall continue in full force and effect until all Governance Board members mutually agree to terminate this Agreement by a joint resolution.

D. After the effective date of termination of the Collaborative, the Governance Board shall continue to exist for the limited purpose of discharging the Board's debts and liabilities, settling its affairs and disposing of its property, if any.

SECTION 7 AMENDMENTS TO THE AGREEMENT

This Agreement may be amended only by a majority of the members of the Governance Board. Notice of any proposed amendment must be provided in writing to all Partner Organizations at least 30 days prior to voting for approval by the Governance Board. The effective date of amendments will be thirty (30) days after Governance Board approval.

SECTION 8 DISPOSAL OF SURPLUS PROPERTY:

A. Disposal of Collaborative property will be conducted according to public law and approval of the Collaborative Governance Board.

B. Upon termination of this Agreement all remaining personal and real property of the Collaborative shall be distributed by resolution of the Governance Board in accordance with the law and in a manner to best accomplish the continuing purpose of the Collaborative. As provided by law, any surplus monies, or property shall be returned to the Partner Organizations in proportion to their contributions after the purpose of the Agreement has been completed.

SECTION 9 INSURANCE AND INDEMINIFICATION

A. Insurance: Each Partner Organization agrees that in order to protect itself and other Partner Organizations under the indemnity provision set forth below, that it will at all times while a member of the Collaborative keep in force policies of insurance, or an adequately funded program of self-insurance, the minimum amounts of which shall not be less than the limits of liability established for local units of government in Section 466.04 of the Minnesota Statutes.

B. Indemnification: Each Partner Organization shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the others for any and all liability arising out of any act or omission of the Partner Organization, its agents or employees.

C. Coverage of parent/ consumer representatives: Parent/consumer representatives will be covered under the Collaborative's liability insurance.

SECTION 10 SEVERABILITY

The provisions of this Agreement are severable. If any section, paragraph, subdivision, sentence, clause or phrase of the Agreement is held contrary to law, rule or regulation having force and effect of law, such decision shall not affect the remaining portions of this agreement.

SECTION 11 EFFECTIVE DATE

This Agreement shall be effective when adopted by those parties necessary to establish a collaborative pursuant to Section 121.8355 of the Minnesota Statutes. This Agreement shall remain in force so long as there are parties to the Collaborative as required by Minnesota Statutes or unless otherwise amended or rescinded.

The effective date of this amended agreement shall be October 31, 2006.


IN WITNESS WHEREOF, the Partner Organizations, by official actions, have caused this Agreement to be executed by their respective officers:



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.036

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent 

DATE: October 13, 2006

RE: Chainsaw Planning

The School Board adopted goal, "Goal 1: The School Board will work with the school district's central administration to develop and conduct a process, inclusive of stakeholders, to create a strategic plan, which includes a focus on student achievement, for the school district to be completed by June 30, 2006." is being pursued through efforts coordinated by School Board retained consultant, Dr. Bruce C. Miles, Big River Consulting. The approach being utilized is a strategic planning model called "Chainsaw Planning."

In the past months, Dr. Miles has been working with school district officials. At the October 23rd School Board meeting, I will provide an update regarding the status of the planning project.

LPN:mde



Department of Business Services
Moorhead Area Public Schools

Memo B.07.017

TO: Dr. Larry P. Nybladh, Superintendent

FROM: Mark Weston, Assistant Superintendent of Business Services *MW*

DATE: October 16, 2006

RE: 2005-2006 Audit Report

Brian Stavenger, Eide Bailly LLP, will present the District's Comprehensive Annual Financial Report for the year ending June 30, 2006.

Suggested Resolution: Move to accept the 2005-2006 Comprehensive Annual Financial Report as presented.

MHW:mde
Attachment



CPAs & BUSINESS ADVISORS

To the Board of Education
Independent School District No. 152
Moorhead, Minnesota

We have audited the financial statements of **Independent School District No. 152, Moorhead, Minnesota** for the year ended June 30, 2006, and have issued our report thereon dated September 27, 2006. Professional standards require that we provide you with the following information related to our audit.

OUR RESPONSIBILITY UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES OF AMERICA, GOVERNMENT AUDITING STANDARDS, AND OMB CIRCULAR A-133

As stated in our engagement letter, our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement and are fairly presented in accordance with accounting principles generally accepted in the United States of America. Because an audit is designed to provide reasonable, but not absolute, assurance and because we did not perform a detailed examination of all transactions, there is a risk that material errors, fraud, or other illegal acts may exist and not be detected by us.

In planning and performing our audit of the financial statements of **Independent School District No. 152, Moorhead, Minnesota**, we considered its internal control in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control.

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determinations of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit. Also, in accordance with OMB Circular A-133, we examined, on a test basis, evidence about the District's compliance with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* applicable to each of its major federal programs for the purpose of expressing an opinion on the District's compliance with those requirements. While our audit provides a reasonable basis for our opinion, it does not provide a legal determination on the District's compliance with those requirements.

SIGNIFICANT ACCOUNTING POLICIES

Management has the responsibility for selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by **Independent School District No. 152, Moorhead, Minnesota** are described in Note 1 to the financial statements. The District implemented no new accounting standards during the current year. We noted no transactions entered into by the District during the year that were both significant and unusual, and of which, under professional standards, we are required to inform you, or transactions for which there is a lack of authoritative guidance or consensus.

ACCOUNTING ESTIMATES

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements was:

Management's estimate of the state aid receivable and related revenue is based on projected student counts for the district as of year-end. We evaluated the key factors and assumptions used to develop the state aid receivable and related revenue in determining that it is reasonable in relation to the financial statements taken as a whole.

AUDIT ADJUSTMENTS

For purposes of this letter, professional standards define an audit adjustment as a proposed correction of the financial statements that, in our judgment, may not have been detected except through our auditing procedures. An audit adjustment may or may not indicate matters that could have a significant effect on the District's financial reporting process (that is, cause future financial statements to be materially misstated). In our judgment, none of the adjustments we proposed, whether recorded or unrecorded by the District, either individually or in the aggregate, indicate matters that could have a significant effect on the District's financial reporting process.

In 2006, there were no financial statement misstatements.

DISAGREEMENTS WITH MANAGEMENT

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

CONSULTATIONS WITH OTHER INDEPENDENT ACCOUNTANTS

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

ISSUES DISCUSSED PRIOR TO RETENTION OF INDEPENDENT AUDITORS

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Districts' auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

DIFFICULTIES ENCOUNTERED IN PERFORMING THE AUDIT

We encountered no significant difficulties in dealing with management in performing and completing our audit.

OTHER MATTERS

Issued But Not-Effective Accounting Pronouncement

The Governmental Accounting Standards Board (GASB) has issued statement No. 45 *Accounting and Financial Reporting by Employers for Postemployment benefits other than Pensions* which has not been implemented by the District. This statement will significantly affect the way the District accounts for and reports their postemployment healthcare and other non-pension benefits. This statement will be implemented at the District in fiscal year June 30, 2009.

Proposed Changes to Government Auditing Standards

The Government Accountability Office has issued an exposure draft on *Government Auditing Standards*. The purpose of this standard is to move the current auditing and reporting standards closer to the auditing and reporting standards of public companies. This standard will change and expand the definition of a material weakness resulting in more findings being reported as a material weakness. This standard will also remove the term "reportable condition" and use "significant deficiencies." The standard will also define a significant deficiency to include more findings than what a reportable condition would have defined.

This exposure draft has not been issued and does not apply to the current fiscal year. Final guidance and interpretation will occur after the standard has been issued. We estimate this standard will be effective for the June 30, 2007 fiscal year.

This information is intended solely for the information and use of the Board of Education and management of **Independent School District No. 152, Moorhead, Minnesota** and is not intended to be and should not be used by anyone other than these specified parties.

As always, we will be happy to discuss these or any other topics at your convenience. We would like to take this opportunity to express our appreciation to you and your staff for the fine cooperation we received during the course of the audit. We look forward to many years of continued service to **Independent School District No. 152, Moorhead, Minnesota**.

Eide Bailly LLP

Fargo, North Dakota
September 27, 2006

FINANCIAL STATEMENTS
JUNE 30, 2006



**INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA**

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**INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA**

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INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA
OFFICIAL DIRECTORY
YEAR ENDED JUNE 30, 2006

<u>Name</u>	<u>Position</u>	<u>Term Expires</u>
Lisa Erickson	Chairperson	2008
Bill Tomhave	Vice Chairperson	2010
Cindy Fagerlie	Treasurer	2008
Carol Ladwig	Clerk	2008
Karin Dulski	Director	2010
Michael Siggerud	Director	2008
Kristine Thompson	Director	2010
Dr. Larry P. Nybladh	Superintendent	
Lynne Kovash	Assistant Superintendent of Teaching and Learning	
Mark Weston	Assistant Superintendent of Business Services	
Ron Nielsen	Director of Human Resources	
Jill Skarvold	Director of Special Education and Federal Programs	
Denice Sinner	District Accountant	



CPAs & BUSINESS ADVISORS

INDEPENDENT AUDITOR'S REPORT

Members of the School Board
Independent School District No. 152
Moorhead, Minnesota

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of **Independent School District No. 152, Moorhead, Minnesota**, as of and for the year ended June 30, 2006, which collectively comprise the School's basic financial statements as listed in the table of contents. These financial statements are the responsibility of **Independent School District No. 152, Moorhead, Minnesota's** management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the government activities, each major fund, and the aggregate remaining fund information of the **Independent School District No. 152, Moorhead, Minnesota**, as of June 30, 2006, and the respective changes in financial position and the respective budgetary comparison for the general fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our reports dated September 27, 2006 on our consideration of the School's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

The management's discussion and analysis on pages 4 through 9 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was performed for the purpose of forming an opinion of the financial statements that collectively comprise the School's basic financial statements. The combining and individual nonmajor fund financial statements and schedules are presented for purpose of additional analysis and are not a required part of the basic financial statements. The combining and individual nonmajor fund financial statements and schedules have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Our audit was performed for the purpose of forming an opinion of the financial statements that collectively comprise the School's basic financial statements. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations* and is not a required part of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole. In addition, in our opinion, the statement of changes in student activity cash balances (Exhibit C-1) presents fairly the changes in the cash balances of the student activity funds for the year ended June 30, 2006.

Eide Bailly LLP

Fargo, North Dakota
September 27, 2006

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2006

This section of Independent School District No. 152 – Moorhead Area Public Schools' annual financial report presents our discussion and analysis of the District's financial performance during the fiscal year that ended on June 30, 2006. Please read it in conjunction with the District's financial statements, which immediately follow this section.

FINANCIAL HIGHLIGHTS

Key financial highlights for the 2005-2006 fiscal year include the following:

- General Fund 01: - The overall revenues were \$45,204,143 while the overall expenditures were \$47,595,982 decreasing the fund balance by \$2,391,839.
- Food Service Fund 02: - The revenues were \$1,802,668 and the expenditures were \$1,641,356 increasing the fund balance by \$161,312.
- Community Service Fund 04: - The revenues were \$1,317,462 while the expenditures were \$1,420,903 decreasing the fund balance by \$103,441.
- Building Construction Fund 06: - The revenues were \$8,719 and the expenditures were \$483,370 decreasing the fund balance by \$474,651. This fund has been closed as of year-end as all monies from the bonds issued in 2002 have been spent.
- Debt Service Fund 07: - The revenues were \$8,113,467 and expenditures of \$7,882,679 increasing the fund balance by \$258,736. This increase in the fund balance is due to the refinancing of the bonds. In 2012 when the bonds cross over the expenditures will be increased causing the reserved fund balance to go back down.

OVERVIEW OF THE FINANCIAL STATEMENTS

District-wide Statements

The district-wide statements report information about the District as a whole using accounting methods similar to those used by private-sector companies. The statement of net assets includes all of the District's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

The two district-wide statements, report the District's net assets and how they have changed. Net assets - the difference between the District's assets and liabilities - is one way to measure the District's financial health or position.

- Over time, increases or decreases in the District's net assets are an indicator of whether its financial position is improving or deteriorating, respectively.
- To assess the overall health of the District you need to consider additional non-financial factors such as changes in the District's property tax base and the condition of school buildings and other facilities.

MANAGEMENT'S DISCUSSION AND ANALYSIS

In the district-wide financial statement the District's activities are shown in one category:

- Governmental activities – Most of the District's basic services are included here, such as regular and special education, transportation, administration, food service, and community education. Property taxes and state aids finance most of these activities.

Fund Financial Statements

The fund financial statements provide more detailed information about the District's funds—focusing on its most significant or “major” funds—not the District as a whole. Funds are accounting devices the District uses to keep track of specific sources of funding and spending on particular programs:

- Some funds are required by State law and by bond covenants.
- The District establishes other funds to control and manage money for particular purposes (e.g., repaying its long-term debts) or to show that it is properly using revenues (e.g., federal grants).

The District has two kinds of funds:

- Governmental funds – Most of the District's basic services are included in governmental funds, which generally focus on (1) how cash and other financial assets that can readily be converted to cash flow in and out and (2) the balances at year-end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps to determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. Because this information does not encompass the additional long-term focus of the district-wide statements, we provide additional information following the governmental funds statements that explains the relationship (or differences) between them.
- Fiduciary funds – The District is the trustee, or fiduciary, for assets that belong to others. The District is responsible for ensuring that the assets reported in these funds are used only by those to whom the assets belong. The District's fiduciary activities (consisting only of trust funds held for others) are reported in the governmental funds

MANAGEMENT'S DISCUSSION AND ANALYSIS

Net Assets

A summary of assets, liabilities, and net assets is presented in Table A-1 below.

Table A-1

STATEMENT OF NET ASSETS JUNE 30, 2006 AND 2005

	2006	2005
ASSETS		
Current assets	\$ 22,067,426	\$ 23,227,361
Capital assets	78,419,238	80,219,547
Total assets	<u>\$ 100,486,664</u>	<u>\$ 103,446,908</u>
 LIABILITIES AND NET ASSETS		
LIABILITIES		
Other liabilities	\$ 12,737,373	\$ 11,461,412
Long-term liabilities	65,623,175	68,143,039
Total liabilities	<u>78,360,548</u>	<u>79,604,451</u>
 NET ASSETS		
Invested in capital assets, net of related debt	16,044,238	15,489,198
Restricted for specific purposes	2,672,387	3,464,815
Unrestricted	3,409,491	4,888,444
Total net assets	<u>22,126,116</u>	<u>23,842,457</u>
Total liabilities and net assets	<u>\$ 100,486,664</u>	<u>\$ 103,446,908</u>

(continued on next page)

MANAGEMENT'S DISCUSSION AND ANALYSIS

Change in Net Assets

A summary of the revenues and expenses is presented in Table A-2 below.

Table A-2

STATEMENT OF ACTIVITIES YEARS ENDED JUNE 30, 2006 AND 2005

	2006	2005
REVENUES		
Program revenues		
Charges for service	\$ 2,480,568	\$ 2,820,945
Operating grants and contributions	9,955,916	15,840,309
Capital grants and contributions	1,425,718	1,643,358
General		
Property taxes	3,809,957	3,642,050
Aids and payments from state and other	35,291,836	27,695,756
Federal aids and payments	811,808	860,711
Unrestricted investment earnings	457,637	206,621
Loss on disposal of capital assets	-	(1,282,767)
Miscellaneous revenues	504,499	249,832
Total revenues	54,737,939	51,676,815
EXPENSES		
District and school administration	2,176,262	2,190,242
District support services	993,597	874,625
Regular instruction	21,118,131	18,994,034
Vocational instruction	462,603	441,540
Exceptional instruction	11,656,259	10,836,426
Community education and services	1,424,892	1,490,672
Instructional support services	2,883,570	2,674,520
Pupil support services	5,384,846	5,193,922
Site, buildings and equipment	6,909,084	4,705,510
Fiscal and other fixed-cost programs	3,445,036	3,657,752
Total expenses	56,454,280	51,059,243
CHANGE IN NET ASSETS	(1,716,341)	617,572
NET ASSETS - BEGINNING	23,842,457	23,224,885
NET ASSETS - END	\$ 22,126,116	\$ 23,842,457

(continued on next page)

MANAGEMENT'S DISCUSSION AND ANALYSIS

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

Note 7 to the financial statements presents an analysis of capital asset transactions occurring during the year ended June 30, 2006. A decrease in net capital assets consisted primarily of the Building Construction sites being completed and now depreciated.

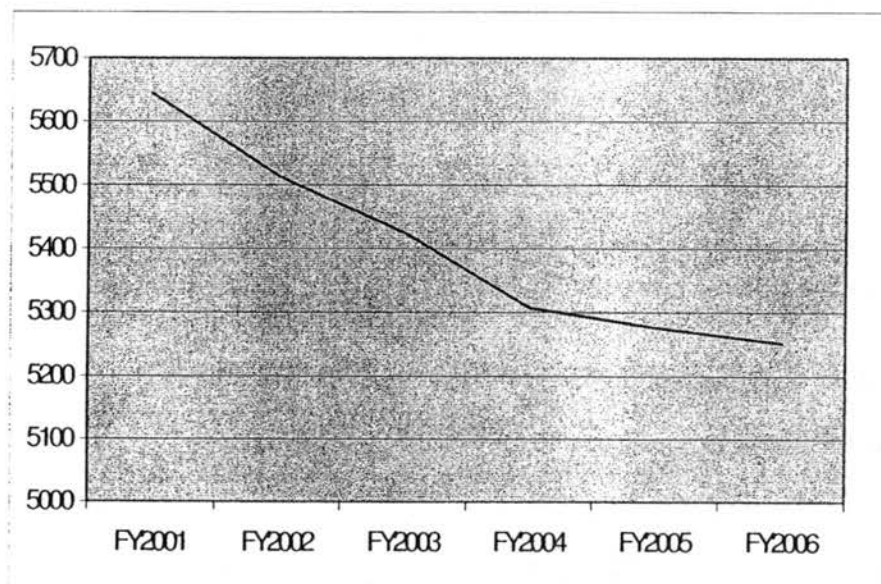
Long-Term Debt

At year end the District had \$65,623,175 of long term debt. This consisted of bonded indebtedness of \$62,375,000, an EPA Loan of \$30,374, and post employment benefits and sick leave of \$3,217,801. Footnote 9 presents the detail of the districts long-term debt.

FACTORS BEARING ON THE DISTRICT FUTURE

- Declining enrollment continues to be a source of stress on the District's financial future. Since Minnesota school districts are paid based on pupil units served, a decline in enrollment results in less revenue being received for operations. The District's ADM (average daily membership = pupil units served) for the past three years illustrates this trend. Table A-2 below presents this information.

Enrollment – Table A-3



MANAGEMENT'S DISCUSSION AND ANALYSIS

CONTACTING THE DISTRICT FINANCIAL MANAGEMENT

This financial report is designed to provide the District's citizens, taxpayers, customers and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. If you have any questions about this report or would like additional information, contact Mark Weston, Assistant Superintendent of Business Services, at the District offices at 2410 14th Street South, Moorhead, MN 56560.

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA
STATEMENT OF NET ASSETS
JUNE 30, 2006

Exhibit A-1

ASSETS

Cash and cash equivalents		\$ 10,551,019
Current property taxes receivable		4,631,511
Delinquent property taxes receivable		51,872
Accounts receivable		49,910
Due from other governments		6,744,622
Prepaid expenses		1,510
Inventories		36,982
		<u>22,067,426</u>
Capital assets		
Land	\$ 849,947	
Buildings	89,241,130	
Improvements	1,197,821	
Vehicles	1,139,059	
Equipment	440,384	
		<u>92,868,341</u>
Less accumulated depreciation		<u>(14,449,103)</u>
Total capital assets, net of depreciation		<u>78,419,238</u>
Total assets		<u>100,486,664</u>

LIABILITIES AND NET ASSETS

LIABILITIES

Accounts payable		330,301
Accrued salaries, payroll deductions and employer contributions		4,114,874
Interest payable		795,179
Deferred revenue		99,490
Property taxes levied for subsequent year		7,397,529
Long-term liabilities		
Portion due or payable within one year		4,020,353
Portion due or payable after one year		61,602,822
		<u>78,360,548</u>
Total liabilities		<u>78,360,548</u>

NET ASSETS

Invested in capital assets, net of related debt	16,044,238
Restricted for specific purposes	2,672,387
Unrestricted	3,409,491
	<u>22,126,116</u>
Total net assets	<u>\$ 22,126,116</u>

The Notes to Financial Statements are an integral part of this statement.

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA
STATEMENT OF ACTIVITIES
JUNE 30, 2006

Exhibit A-2

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Assets
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental activities					
District and school administration	\$ 2,176,262	\$ -	\$ -	\$ -	\$ (2,176,262)
District support services	993,597	-	-	-	(993,597)
Regular instruction	21,118,131	51,105	918,601	-	(20,148,425)
Vocational instruction	462,603	-	-	-	(462,603)
Exceptional instruction	11,656,259	1,264,763	7,261,557	-	(3,129,939)
Community education and services	1,424,892	203,375	866,768	-	(354,749)
Instructional support services	2,883,570	-	-	-	(2,883,570)
Pupil support services	5,384,846	871,179	900,272	-	(3,613,395)
Site, buildings and equipment	6,909,084	90,146	-	1,425,718	(5,393,220)
Fiscal and other fixed-cost programs	3,445,036	-	8,718	-	(3,436,318)
Total governmental activities	<u>\$ 56,454,280</u>	<u>\$ 2,480,568</u>	<u>\$ 9,955,916</u>	<u>\$ 1,425,718</u>	<u>(42,592,078)</u>
GENERAL REVENUES					
Property taxes, levied for general purposes					204,310
Property taxes, levied for community education and services					93,903
Property taxes, levied for debt service					3,511,744
Aids and payments from the state					35,226,900
Federal aids and payments					811,808
County apportionment					64,936
Unrestricted investment earnings					457,637
Miscellaneous revenues					504,499
Total general revenues					<u>40,875,737</u>
CHANGES IN NETS ASSETS					(1,716,341)
NET ASSETS - BEGINNING					<u>23,842,457</u>
NET ASSETS - ENDING					<u>\$ 22,126,116</u>

The Notes to Financial Statements are an integral part of this statement.

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA
BALANCE SHEET – GOVERNMENTAL FUNDS
JUNE 30, 2006

Exhibit A-3

	General	Debt Service	Other Governmental Funds	Totals
ASSETS				
ASSETS				
Cash and cash equivalents	\$ 8,176,409	\$ 1,819,783	\$ 554,827	\$ 10,551,019
Cash with fiscal agent	-	42,152,675	-	42,152,675
Current property taxes receivable	1,317,755	3,172,365	141,391	4,631,511
Delinquent property taxes receivable	9,079	40,567	2,226	51,872
Accounts receivable	49,104	-	806	49,910
Due from other governmental units	6,306,476	295,059	143,087	6,744,622
Prepaid expenses	1,510	-	-	1,510
Inventories	-	-	36,982	36,982
	<u>\$ 15,860,333</u>	<u>\$ 47,480,449</u>	<u>\$ 879,319</u>	<u>\$ 64,220,101</u>
LIABILITIES AND FUND BALANCE				
LIABILITIES				
Accounts payable	\$ 315,175	\$ -	\$ 15,126	\$ 330,301
Accrued salaries, payroll deductions and employer contributions	4,066,723	-	48,151	4,114,874
Deferred revenue	67,054	40,567	43,740	151,361
Property taxes levied for subsequent year	<u>1,911,159</u>	<u>5,251,302</u>	<u>235,068</u>	<u>7,397,529</u>
Total liabilities	<u>6,360,111</u>	<u>5,291,869</u>	<u>342,085</u>	<u>11,994,065</u>
FUND BALANCE (DEFICIT)				
Reserved				
For health and safety	(426,779)	-	-	(426,779)
For severance pay	281,892	-	-	281,892
For operating capital	2,859,834	-	-	2,859,834
For safe schools	(428)	-	-	(428)
For early childhood and family education	-	-	57,767	57,767
For community education	-	-	(138,680)	(138,680)
For school readiness	-	-	2,876	2,876
For scholarships	-	-	10,000	10,000
For bond refunding	-	42,152,675	-	42,152,675
Unreserved				
Designated for severance pay	1,423,037	-	-	1,423,037
Undesignated	<u>5,362,666</u>	<u>35,905</u>	<u>605,271</u>	<u>6,003,842</u>
Total fund balance	<u>9,500,222</u>	<u>42,188,580</u>	<u>537,234</u>	<u>52,226,036</u>
	<u>\$ 15,860,333</u>	<u>\$ 47,480,449</u>	<u>\$ 879,319</u>	<u>\$ 64,220,101</u>

The Notes to Financial Statements are an integral part of this statement.

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA
RECONCILIATION OF THE GOVERNMENTAL FUNDS
BALANCE SHEET TO THE STATEMENT OF NET ASSETS
JUNE 30, 2006

Exhibit A-4

TOTAL FUND BALANCES - GOVERNMENTAL FUNDS	\$ 52,226,036
--	---------------

Amounts reported for governmental activities
in the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	78,419,238
--	------------

Cash held with fiscal agent consists of funds held for a debt cross-over refunding and therefore, is not reported on the district-wide statements	(42,152,675)
--	--------------

Accrued interest payable for long-term liabilities are not due and payable in the current period and therefore are not reported as liabilities in the funds.	(795,180)
---	-----------

Delinquent property taxes are not considered available for current financial resources and are therefore deferred in the funds. However, they are properly recognized as revenue in the entity-wide statements.	51,872
---	--------

Long-term liabilities, including bonds payable and notes payable, are not due and payable in the current period and, therefore, are not reported in the funds.	<u>(65,623,175)</u>
---	---------------------

TOTAL NET ASSETS - GOVERNMENTAL ACTIVITIES	<u><u>\$ 22,126,116</u></u>
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INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA
COMBINED STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
JUNE 30, 2006

Exhibit A-5

	General	Building Construction	Debt Service	Other Governmental Funds	Totals
REVENUES					
Local property tax levies	\$ 569,443	\$ -	\$ 3,511,744	\$ 93,903	\$ 4,175,090
Other local and county sources	2,207,558	8,719	1,741,134	326,004	4,283,415
State sources	39,479,121	-	2,860,589	908,204	43,247,914
Federal sources	2,782,149	-	-	931,080	3,713,229
Miscellaneous	165,872	-	-	871,179	1,037,051
Total revenues	45,204,143	8,719	8,113,467	3,130,370	56,456,699
EXPENDITURES					
District and school administration	2,167,126	-	-	-	2,167,126
District support services	993,596	-	-	-	993,596
Regular instruction	20,736,838	-	-	-	20,736,838
Vocational instruction	462,603	-	-	-	462,603
Exceptional instruction	11,656,258	-	-	-	11,656,258
Community education and service	-	-	-	1,420,903	1,420,903
Instructional support services	2,879,288	-	-	-	2,879,288
Pupil support services	3,758,481	-	-	1,641,596	5,400,077
Site, buildings and equipment	4,698,990	483,370	-	-	5,182,360
Fiscal and other fixed cost programs	242,802	-	7,882,679	-	8,125,481
Total expenditures	47,595,982	483,370	7,882,679	3,062,499	59,024,530
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(2,391,839)	(474,651)	230,788	67,871	(2,567,831)
OTHER FINANCING SOURCES (USES)					
Bonds issued	-	-	3,375,000	-	3,375,000
Payment to refunded bond escrow agent	-	-	(3,365,000)	-	(3,365,000)
Bond premium	-	-	17,948	-	17,948
Total other financing sources and uses	-	-	27,948	-	27,948
NET CHANGE IN FUND BALANCE	(2,391,839)	(474,651)	258,736	67,871	(2,539,883)
FUND BALANCE, BEGINNING OF YEAR	11,892,061	474,651	41,929,844	469,363	54,765,919
FUND BALANCE, END OF YEAR	\$ 9,500,222	\$ -	\$ 42,188,580	\$ 537,234	\$ 52,226,036

The Notes to Financial Statements are an integral part of this statement.

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA
RECONCILIATION OF THE CHANGE IN FUND BALANCES OF
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
JUNE 30, 2006

Exhibit A-6

NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS \$ (2,539,883)

Amounts reported for governmental activities in the statement of activities are different because:

Capital outlays are reported as expenditures in governmental funds.

However, in the statement of activities the cost of capital assets is allocated over their estimated useful lives as depreciation expense. In the current period these amounts are:

Capital outlay	\$ 183,529	
Depreciation expense	(1,983,838)	
Excess of depreciation expense over capital outlay		(1,800,309)

Delinquent property taxes are not considered available for current financial resources and are therefore deferred in the funds. However, they are properly recognized as revenue in the statement of activities.

Current period balance	51,872	
Prior period balance	(47,011)	
Current year effect		4,861

In the statement of activities compensated absences are measured by the amounts earned during the year. In the governmental funds, however, expenditures for these items are measured by the amount of financial resources used.

Current period balance	(3,217,801)	
Prior period balance	2,839,117	
Current year effect		(378,684)

Interest payable is reported in the government wide statement of net assets but is not recorded in the governmental funds.

Current period balance	(795,179)	
Prior period balance	833,749	
Current year effect		38,570

Net interest expense on the funds held for a debt cross-over refunding is not reported on the district-wide statements

60,556

The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however has any effect on net assets. In the current period these amounts consist of:

Refunding bonds issued	(3,375,000)
Bond principal retirement	6,205,000
EPA loan principal retirement	68,548

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES \$ (1,716,341)

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES – BUDGET TO ACTUAL – GENERAL FUND
JUNE 30, 2006

Exhibit A-7

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance With Final Budget</u>
REVENUES				
Local property tax levies	\$ 865,580	\$ 865,580	\$ 569,443	\$ (296,137)
Other local and county sources	1,630,556	1,904,057	2,207,558	303,501
State sources	38,701,542	39,523,773	39,479,121	(44,652)
Federal sources	2,394,688	2,837,073	2,782,149	(54,924)
Miscellaneous	-	166,046	165,872	(174)
Total revenues	<u>43,592,366</u>	<u>45,296,529</u>	<u>45,204,143</u>	<u>(92,386)</u>
EXPENDITURES				
District and school administration	2,274,714	2,274,259	2,167,126	107,133
District support services	908,671	944,271	993,596	(49,325)
Regular instruction	20,237,155	20,552,493	20,736,838	(184,345)
Vocational instruction	458,721	459,619	462,603	(2,984)
Exceptional instruction	11,299,507	11,163,814	11,656,258	(492,444)
Instructional support services	2,724,779	2,807,315	2,879,288	(71,973)
Pupil support services	3,811,912	3,791,273	3,758,481	32,792
Site, buildings and equipment	4,481,639	4,939,945	4,698,990	240,955
Fiscal and other fixed cost programs	<u>241,818</u>	<u>242,614</u>	<u>242,802</u>	<u>(188)</u>
Total expenditures	<u>46,438,916</u>	<u>47,175,603</u>	<u>47,595,982</u>	<u>(420,379)</u>
DEFICIENCY OF REVENUES				
UNDER EXPENDITURES	(2,846,550)	(1,879,074)	(2,391,839)	(512,765)
FUND BALANCE, BEGINNING OF YEAR	<u>11,892,061</u>	<u>11,892,061</u>	<u>11,892,061</u>	-
FUND BALANCE, END OF YEAR	<u>\$ 9,045,511</u>	<u>\$ 10,012,987</u>	<u>\$ 9,500,222</u>	<u>\$ (512,765)</u>

The Notes to Financial Statements are an integral part of this statement.

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2006

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The following is a summary of the District's significant accounting policies:

A. REPORTING ENTITY

Independent School District No. 152 is an educational entity established by the State of Minnesota and is considered a charitable organization under Internal Revenue Code Section 170.

The District's Board consists of seven members; the superintendent of the District serves as a nonvoting member. The majority of the District's funding is provided by county levies and state aid.

The District is a primary government because it is a special-purpose government that has a separately elected governing body, is legally separate, and is fiscally independent of other state or local governments. Additionally, the District is not included in any other governmental reporting entity.

Component units are legally separate organizations for which elected officials of the primary government are financially accountable. The District is financially accountable if it appoints a voting majority of the organization's governing body and is either:

1. able to impose its will on that organization or
2. there is potential for the organization to provide specific financial benefits to, or impose financial burdens on the School. The School may be financially accountable if an organization is fiscally dependent on the School.

There are no component units reported within these financial statements.

B. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

The goal of government-wide financial statements is to present a broad overview of government's finances. The basic statements that form the government-wide financial statements are the statement of net assets and the statement of activities. These two statements report information on all of the activities of the government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which are normally financed through taxes and intergovernmental revenues, are reported separately from business-type activities, which are normally financed through user fees and charges for goods or services.

The statement of activities reports gross direct expenses by function reduced by program revenues. This results in a measurement of net revenue or expense for each of the government's activities. Direct expenses are those that are clearly identifiable with a specific function. Program revenues are directly associated with the function and include 1) charges for services and 2) operating or capital grants and contributions that are restricted to a particular function. Tax and other items not properly included among program revenues are reported instead as general revenues.

Major individual governmental funds are reported as separate columns in the fund financial statements.

NOTES TO FINANCIAL STATEMENTS

C. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND FINANCIAL STATEMENT PRESENTATION

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows.

Property tax revenue is recorded under the intact levy concept, whereby taxes collectible during a calendar year are recorded as revenue in the fiscal year beginning within the year of collection. A portion of 2005 payable 2006 has been recognized as revenue during the current year, as discussed in Note 5.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the School considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Taxes, special assessments, intergovernmental revenue, permits, charges for services and investment income associated with the current fiscal period are the major revenues that are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period to the extent they are collected in 60 days. All other revenue items are considered to be measurable and available only when the School receives cash.

The District reports the following major governmental funds:

General Fund – The general fund is the general operating fund of the District. All financial resources of the general government that are not required to be reported in another fund are accounted for in the general fund.

Debt Service Fund – The debt service fund is used to account for the accumulation of resources for and the payment of general long-term debt principal and interest.

Building Construction Fund – The building construction fund is used to account for financial resources used in the construction of facilities.

Amounts reported as program revenues include the following: amounts received from those who purchase, use or directly benefit from a program; amounts received from parties outside the District that are restricted to one or more specific programs; and earnings on investments that are legally restricted for a specific program. Revenues that do not meet the previous criteria are reported as general revenues, including all taxes.

The District applies restricted resources first when an expense is incurred for purposes for which both restricted and unrestricted net assets are available. Depreciation expense that can be specifically identified by function is included in the direct expense of each function.

NOTES TO FINANCIAL STATEMENTS

D. OTHER SIGNIFICANT ACCOUNTING POLICIES

A. *Budgetary Accounting* - An operating budget is adopted by July 1 of each fiscal year for all governmental funds on the same modified accrual basis used to reflect actual revenues and expenditures. The superintendent is authorized to transfer budget amounts within line items; however, supplemental appropriations that amend total appropriations of any fund require a board resolution. Reported budgeted amounts are as originally adopted or as amended by board resolution. Unencumbered appropriations lapse at year-end.

B. *Cash and Investments* - Cash balances for all district funds are pooled and invested to the extent possible. Interest earned from such investments is allocated to each of the funds based on the fund's average monthly cash and investments balance. Funds that incur a deficit balance in pooled cash and investments during the year are charged interest.

Deposits and investments consist of certificates of deposit and monies deposited with the Minnesota School District Liquid Asset Fund (MSDLAF) and are stated at market.

C. *Inventories* - The cost of supplies, textbooks, food and other items is charged to expense as purchased in the year in which the expenditure is budgeted.

Inventories of federal commodity food items are recorded on the balance sheet in the food service fund based on a standard price list furnished by the USDA. They are subsequently recorded as revenues when received and expenditures when used.

D. *Vacation* - The district compensates substantially all full-time noncertified employees for unused vacation upon termination; however, no employee is allowed to accumulate more than a one-year vacation allowance. The expenditure for vacation pay is recognized when payment is made. As of June 30, 2006, this amount did not exceed a normal year's accumulation.

E. *Sick Pay* - Substantially all district employees are entitled to sick leave at various rates. Unused sick leave does enter into the calculation of severance pay for some employees upon termination.

F. *Severance Benefits* - Severance benefits consist of lump sum early retirement incentive payments and post-employment health care benefits. Minnesota State accounting regulations for severance benefits are described below.

- (1) *Early Retirement Incentive Payments* - The district maintains various early retirement incentive payment plans for its employee groups. Each employee group plan contains benefit formulas for lump sum payments based on years of service and/or minimum age requirements. No employee can receive early retirement incentive payments exceeding one year's salary. If early retirement incentive payments are paid within the first 60 days after year-end, an accrual is made in the governmental fund incurring the liability. For substantially all groups, the benefits are eliminated if retirement occurs at the normal retirement age as specified in their contracts. Benefits are not considered vested until actual retirement occurs. Therefore, no early retirement incentive payment liability is recorded in the Government-wide financial statements until actual retirement occurs. During fiscal year 2006, the district's expenditures for early retirement incentive payments totaled \$408,734.

NOTES TO FINANCIAL STATEMENTS

- (2) **Post-Employment Health Care Benefits** – Under the terms of collectively bargained employment contracts, the district is required to pay the health insurance premiums for certain retired employees until they reach age 65. The amount to be paid is limited as specified by contract. For qualifying employees that have retired as of June 30, the district records the estimated present value of future premiums after year-end as part of severance benefits payable in the Government wide financial statements. No amounts are recorded for employees that have not retired as of June 30. All premiums are funded on-a-pay-as-you-go basis.

During fiscal year 2006, total expenditures for health insurance premiums on behalf of 81 retired employees were \$343,353. At June 30, 2006, a post-employment health care benefits liability of \$1,704,929 is included as part of severance benefits payable in the Government wide financial statements.

G. Pension Costs - Pension costs are funded as they accrue.

H. Capital Assets

Capital assets, which include land, buildings, improvements, vehicles, and equipment are reported in the government-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost equal to or greater than \$5,000. Such assets are recorded at historical cost. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend lives are not capitalized. Depreciation of the capital assets is computed on the straight-line method over a period of 3-50 years.

I. Fund Balance Reserves and Designation

Net Assets Restricted for Specific Purposes – The restricted net assets on the district-wide statement of net assets represents the available resources restricted for use for health and safety, post-employment benefits, operating capital, early childhood and family education, community education, school readiness, and debt service.

Fund Balance Reserved for Health and Safety – The reserved fund balance represents the available recourse for correction of fire, life and other safety hazards, including the removal and clean-up of asbestos and polychlorinated biphenyls. Also, the funds may be used for the removal, clean up, disposal and repairs related to the storage heating and transportation fuels.

Fund Balance Reserved for Severance Pay – The reserve fund balance is for payment for insurance for accumulated sick leave, early retirement incentive payments, and continuing health insurance payments to retired employees. The amount to be recorded in the Reserve for Post-employment Benefits is equal to the portion of the long-term debt at the end of the current fiscal year that is scheduled for payment in the second ensuing year. Any expenditures after the end of the fiscal year are not to be charged against this reserve, but rather are charged against the Unreserved Fund Balance. Such severance payments are, therefore, financed from current resources and not from the reserve account.

Fund Balance Reserved for Operating Capital – The reserved fund balance represents the available resources dedicated exclusively for equipment and facility purchases.

Fund Balance Reserved for Safe Schools - The reserved fund balance represents available resources to pay for salaries, benefits and transportation of peace officers and sheriffs for liaison services, drug abuse prevention programs, gang resistance education training curriculum, security in the District's schools and school property, and other crime prevention.

NOTES TO FINANCIAL STATEMENTS

Fund Balance Reserved for Community Education – The reserved fund balance represents resources available to provide programming such as: nonvocational, recreational and leisure time activities, program for adults with disabilities, non-credit summer programs, adult basic education programs, youth development and youth service programming and extended day programs.

Fund Balance Reserved for Early Childhood and Family Education - The reserved fund balance represents resources available to provide for services for Early Childhood Family Education Programming.

Fund Balance Reserved for School Readiness – Represents the resources available to provide for services for School Readiness Program.

Fund Balance Reserved for Scholarships – Represents the principal of a nonexpendable trust fund established by a third-party donor for scholarships.

Fund Balance Reserved for Bond Refunding – Represents the cash held with fiscal agent to be used to refund the 2013-2022 maturities of the General Obligation School Building Bonds of 2002 on the April 1, 2012 call date.

Unreserved – Designated for Severance Pay – The designated fund balance is for payment for insurance for accumulated sick leave, early retirement incentive payments, and continuing health insurance payments to retired employees. The amount to be recorded in the Designated for Severance Pay is equal to the portion of the long-term debt at the end of the current fiscal year that is scheduled for payment in the third ensuing year through the end of the payout schedule.

Unreserved - Undesignated Fund Balance - Indicates that portion of fund balance which is available for appropriation in future periods.

NOTE 2 - RISK MANAGEMENT

The District is exposed to various risks of losses including general liability, property damage and employee bodily injury. The insurance coverage is considered to be adequate to cover unexpected claims against the District. The District retains the responsibility to cover any settlements exceeding the specific coverage. There was no reduction in coverage from the prior year and settlements have not exceeded insurance coverage in the past three years.

NOTE 3 - CASH AND INVESTMENTS

Deposits - In accordance with Minnesota statutes, the district maintains deposits at those depositories authorized by the school board. All such depositories are members of the Federal Reserve System.

Minnesota statutes require that all district deposits be protected by insurance, surety bond or collateral. The market value of collateral pledged must equal 110% of the deposits not covered by insurance or bonds (140% in the case of mortgage notes pledged). Authorized collateral includes U.S. Government obligations, as well as certain first mortgage notes and certain other state or local government obligations. Minnesota statutes require that securities pledged as collateral be held in safekeeping by the district treasurer or in a financial institution other than that furnishing the collateral. The deposits of the District are entirely insured or collateralized with securities held by the district or its agent in the district's name at June 30, 2006.

Deposits include checking and saving accounts, certificates of deposit and deposits with the Minnesota School District Liquid Asset Fund.

(continued on next page)

NOTES TO FINANCIAL STATEMENTS

Investments - Statutes authorize the district to invest in obligations of the U.S. Treasury, agencies and instrumentalities, bankers' acceptances, certain repurchase agreements and commercial paper rated A-1 by Standard & Poor's Corporation or P-1 by Moody's Commercial Paper Record. The District had no such investments during the year or at year end.

Custodial Credit Risk

Custodial credit risk is the risk that in the event of bank failure, the government's deposits may not be returned to it. The District does not have a formal policy to further limit exposure to custodial credit risk. As of June 30, 2006, the District's deposits were either fully insured or properly collateralized, and have no custodial credit risk.

NOTE 4 - PROPERTY TAXES

Property tax levies are set by the board in October each year and are certified to Clay County for collection in the following year. In Minnesota, counties act as collection agents for all property taxes.

The county spreads all levies over assessable property. Such taxes become a lien on January 1 and are recorded as receivables by the district at that date.

Property taxes may be paid by taxpayers in two equal installments, on May 15 and October 15. The county provides tax settlements to districts and other local governments three times a year, on or before April 15, June 30 and November 30.

NOTE 5 - PROPERTY TAX SHIFT

Several years ago, the Minnesota state legislature passed a state aid reduction bill, which resulted in reduced general education aid payment to school districts. This legislation instructed districts to compensate for the loss of state aid by making an early recognition of property taxes which were levied for the subsequent year. This procedure was termed a tax shift.

For the year ended June 30, 2006, a portion of the District's property tax was subject to this procedure. As a result, \$405,730 of the 2005 payable 2006, which ordinarily would have been recognized in the 2007 fiscal year, was taken into revenue for the current year.

NOTE 6 - DUE FROM OTHER GOVERNMENTS

Amounts receivable from other governments as of June 30, 2006, include:

<u>Fund</u>	<u>Federal</u>	<u>State</u>	<u>Other</u>	<u>Total</u>
Major funds				
General	\$ 1,922,299	\$ 3,189,221	\$ 1,194,956	\$ 6,306,476
Debt service	-	295,059	-	295,059
Non-major funds	<u>75,542</u>	<u>67,545</u>	<u>-</u>	<u>143,087</u>
	<u>\$ 1,997,841</u>	<u>\$ 3,551,825</u>	<u>\$ 1,194,956</u>	<u>\$ 6,744,622</u>

The state receivable in the general fund includes general education aid of \$2,586,742.

(continued on next page)

NOTES TO FINANCIAL STATEMENTS

NOTE 7 - CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2006 is as follows:

	Balance July 1, 2005	Additions	Deletions	Balance June 30, 2006
Capital assets not being depreciated				
Land	\$ 849,947	\$ -	\$ -	\$ 849,947
Capital assets being depreciated				
Buildings	\$ 89,225,625	\$ 15,505	\$ -	\$ 89,241,130
Improvements	1,197,821	-	-	1,197,821
Vehicles	1,073,564	97,127	(31,632)	1,139,059
Equipment	369,487	70,897	-	440,384
Total capital assets being depreciated	\$ 91,866,497	\$ 183,529	\$ (31,632)	\$ 92,018,394

Accumulated depreciation activity for the year ended June 30, 2006 is as follows:

	Balance July 1, 2005	Additions	Deletions	Balance June 30, 2006
Buildings	\$ 11,668,687	\$ 1,781,908	\$ -	\$ 13,450,595
Improvements	56,463	59,891	-	116,354
Vehicles	645,228	85,151	-	730,379
Equipment	126,519	56,888	(31,632)	151,775
	\$ 12,496,897	\$ 1,983,838	\$ (31,632)	\$ 14,449,103

Depreciation expense for the year ended June 30, 2006 was charged to the following functions/programs:

District and school administration	\$ 9,137
Regular instruction	2,610
Community education	3,996
Instructional support	42,948
Pupil support services	69,247
Site, building and equipment	1,855,900
Total depreciation expense	\$ 1,983,838

NOTES TO FINANCIAL STATEMENTS

NOTE 8 - OPERATING LEASES

The district has an agreement to lease the sports center from the City of Moorhead. The lease expires April 30, 2012, and requires variable annual lease payments of \$76,800 - \$80,000. Lease expense for all leases of the district for the current year was \$290,667.

NOTE 9 - LONG-TERM LIABILITIES

Changes in long-term liabilities during the year ended June 30, 2006 are as follows:

	Balance July 1, 2005	Additions	Deletions	Balance June 30, 2006	Due Within One Year
Bonds payable	\$ 65,205,000	\$ 3,375,000	\$ 6,205,000	\$ 62,375,000	\$ 2,965,000
EPA loans payable	98,922	-	68,548	30,374	30,374
Severance payable	1,561,688	212,408	69,167	1,704,929	743,087
Sick leave and vacation	1,277,429	235,443	-	1,512,872	281,892
	<u>\$ 68,143,039</u>	<u>\$ 3,822,851</u>	<u>\$ 6,342,715</u>	<u>\$ 65,623,175</u>	<u>\$ 4,020,353</u>

Following is a summary of bonds payable as of June 30, 2006:

Bond Description	Final Maturities	Interest Rate	Original Principal	Outstanding Balance
General Obligation School Building Bonds of 2002 **	4/12	4.00% - 5.25%	64,500,000	\$ 16,920,000
General Obligation School Building Refunding Bonds of 2005	4/22	3.25% - 4.25%	42,080,000	42,080,000
General Obligation Refunding Bonds of 2006	2/13	3.75%	42,080,000	<u>3,375,000</u>
				<u>\$ 62,375,000</u>

** As of June 30, 2006 the Building Bonds of 2002 have \$58,920,000 in principal payments remaining. All but \$16,920,000 of the balance due will be paid with the cash held by a fiscal agent.

Bond principal and interest payments are made by the debt service fund.

NOTES TO FINANCIAL STATEMENTS

During 2006 the district issued bonds, the proceeds of which were used to refund the 2007-2013 maturities of the General Obligation School Building Refunding Bonds of 1997 on the February 1, 2006 call date. The refunding transaction resulted in an economic gain of \$139,223.

During 2005 the district issued bonds, the proceeds of which will be used to refund the 2013-2022 maturities of the General Obligation School Building Bonds of 2002 on the April 1, 2012 call date. The proceeds of the 2005 refunding issue were used to purchase SLGS, which are being held by a fiscal agent. The proceeds will be used to make interest payments on the 2005 refunding issue, with the remainder used to call the 2002 issue on April 1, 2012.

EPA Loans Payable - The district has two assistance agreements with the U.S. Environmental Protection Agency (EPA) which included two loans. The agreements require semiannual installments of principal on the loans be paid to EPA in an amount equal to 1/36 of the loans. The loans are non-interest bearing and mature in fiscal year 2007. Payments are made from the general fund.

Post-Employment Benefits Payable - This amount consists of vested health and life insurance benefits payable until age 65 and a portion of unused sick leave payable as severance to qualified retirees.

Remaining principal and interest payments on general long-term debt are as follows:

Years Ending June 30,	Bonds Payable		EPA Loans Payable		Severance Payable		Total	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2007	\$ 2,965,000	\$ 3,071,734	\$ 30,374	\$ -	\$ 743,087	\$ -	\$ 3,738,461	\$ 3,071,734
2008	3,095,000	2,943,625	-	-	281,892	-	3,376,892	2,943,625
2009	3,215,000	2,807,687	-	-	212,348	-	3,427,348	2,807,687
2010	3,380,000	2,666,501	-	-	153,080	-	3,533,080	2,666,501
2011	3,500,000	2,503,502	-	-	114,898	-	3,614,898	2,503,502
2012 - 2016	19,030,000	8,257,800	-	-	90,173	-	19,120,173	8,257,800
2017 - 2021	22,200,000	3,855,110	-	-	51,632	-	22,251,632	3,855,110
2022	4,990,000	212,078	-	-	57,819	-	5,047,819	212,078
	<u>\$ 62,375,000</u>	<u>\$ 26,318,037</u>	<u>\$ 30,374</u>	<u>\$ -</u>	<u>\$ 1,704,929</u>	<u>\$ -</u>	<u>\$ 64,110,303</u>	<u>\$ 26,318,037</u>

NOTE 10 - DEFINED BENEFIT PENSION PLANS - STATEWIDE

A. *Plan Description* - All teachers employed by Independent School District No. 152 are covered by defined benefit plans administered by the Teachers Retirement Association (TRA). TRA members belong to either the Coordinated or the Basic Plan. Coordinated Plan members are covered by Social Security and Basic Plan members are not. All new members must participate in the Coordinated Plan. The plans are established and administered in accordance with Minnesota Statutes, Chapter 354 and 356.

TRA provides retirement benefits as well as disability benefits to members, and benefits to survivors upon death of eligible members. Benefits are established by State Statute and vest after three years of allowable service credit. The defined retirement benefits are based on a member's highest average salary for any 5 consecutive years of allowable service, age, and years of credit at termination of service.

NOTES TO FINANCIAL STATEMENTS

Two methods are used to compute benefits for TRA's Coordinated and Basic Plan members. Members first employed before July 1, 1989, receive the greater of the Tier I or Tier II as described:

Tier I:	<u>Step rate formula</u>	<u>Coordinated</u>	<u>Basic</u>
	1st ten years	1.2 percent per year	2.2 percent per year
	all years after	1.7 percent per year	2.7 percent per year

With these provisions:

- (a) Normal retirement age is 65 with less than 30 years of allowable service and age 62 with 30 or more years of allowable service.
- (b) 3 percent per year early retirement reduction factors for all years under normal retirement age.
- (c) Unreduced benefits for early retirement under a Rule-of-90 (age plus allowable service equals 90 or more).

or

Tier II: A level formula of 1.7 percent per year for coordinated members and 2.7 percent per year for basic members. These percents apply to all years of service. Actuarially equivalent early retirement reduction factors with augmentation are used for early retirement before the normal age of 65. These reduction factors average approximately 4 to 5.5 percent per year.

Members first employed after June 30, 1989, receive only the Tier II calculation with a normal retirement age that is their retirement age for full social security retirement benefits, but not to exceed age 66.

Six different types of annuities are available to members upon retirement. Life Plan A-1 is a lifetime annuity that ceases upon the death of the retiree - no survivor annuity is payable. A retiring member may also choose to provide survivor benefits to a designated beneficiary(ies) by selecting one of the five plans which have survivorship features. Members may also leave their contributions in the TRA Fund upon termination of service in order to qualify for a deferred annuity at retirement age. Members terminating service are also eligible for a refund of their employee contributions plus interest.

The benefit provisions stated apply to active plan participants. Vested, terminated employees who are entitled to benefits but not yet receiving them are bound by the provisions in effect at the time they last terminated their public service.

TRA publicly issues a Comprehensive Annual Financial Report (CAFR) presenting financial statements, supplemental information on funding levels, investment performance, and further information on benefits provisions. The report may be accessed at the TRA Web site www.tra.state.mn.us. Alternatively, a copy of the report may be obtained by writing or calling TRA:

Teachers Retirement Association
60 Empire Drive Suite 400
St. Paul, MN 55103-4000
(651) 296-6449
(800) 657-3853

NOTES TO FINANCIAL STATEMENTS

B. Funding Policy - Minnesota Statutes Chapter 354 sets the rates for the employee and employer contributions. These statutes are established and amended by the state legislature. As of June 30, 2005, Coordinated and Basic Plan members are required to contribute 5.0 percent and 9.0 percent, respectively, of their annual covered salary. Employer contribution rates matched the rates paid by the member of 5.0 percent for Coordinated members and 9.0 percent for Basic members. Total covered payroll salaries for all TRA members statewide during fiscal year 2005 was approximately \$2.873 billion.

The district contributions for the years ended June 30, 2006, 2005, and 2004 were \$1,151,721, \$1,103,867, and \$1,082,512, respectively, equal to the required contributions for each year as set by state statute.

C. Plan Description - All full-time and certain part-time employees of Independent School District No. 152 are covered by defined benefit plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA administers the Public Employees retirement Fund (PERF), the Public Employees Police and Fire Fund (PEPFF), and the Local Government Correctional Service Retirement Fund, called the Public Employees Correctional Fund (PECF), which are cost-sharing, multiple-employer retirement plans. These plans are established and administered in accordance with Minnesota Statutes, Chapters 353 and 356.

PERF members belong to either the Coordinated Plan or the Basic Plan. Coordinated Plan members are covered by Social Security and Basic Plan members are not. All new members must participate in the Coordinated Plan. All police officers, fire fighters and peace officers who qualify for membership by statute are covered by the PEPFF. Members who are employed in a county correctional institution as a correctional guard or officer, a joint jailer/dispatcher, or as a supervisor of correctional guards or officers or of joint jailers/dispatchers and are directly responsible for the direct security, custody, and control of the county correctional institution and its inmates are covered by PECF.

PERA provides retirement benefits as well as disability benefits to members, and benefits to survivors upon death of eligible members. Benefits are established by State Statute, and vest after three years of credited service. The defined retirement benefits are based on a member's highest average salary for any five successive years of allowable service, age, and years of credit at termination of service.

Two methods are used to compute benefits for PERF's Coordinated and Basic Plan members. The retiring member receives the higher of step-rate benefit accrual formula (Method 1) or a level accrual formula (Method 2). Under Method 1, the annuity accrual rate for a Basic Plan member is 2.2 percent of average salary for each of the first 10 years of service and 2.7 percent for each remaining year. The annuity for a Coordinated Plan member is 1.2 percent of average salary for each of the first 10 years and 1.7 percent for each remaining year. Under Method 2, the annuity accrual rate is 2.7 percent of average salary for Basic Plan members and 1.7 percent for Coordinated Plan for each year of service. For PEPFF members, the annuity accrual rate is 3.0 percent for each year of service. The annuity accrual rate is 1.9 percent for each year of service for PECF members. For all PEPFF members, PECF members, and PERF members hired prior to July 1, 1989 whose annuity is calculated using Method 1, a full annuity is available when age plus years of service equal 90. Normal retirement age is 55 for PEPFF and PECF members and 65 for Basic and Coordinated members hired prior to July 1, 1989. Normal retirement age is the age for unreduced Social Security benefits capped at 66 for Coordinated members hired on or after July 1, 1989. A reduced retirement annuity is also available to eligible members seeking early retirement.

There are different types of annuities available to members upon retirement. A single-life annuity is a lifetime annuity that ceases upon the death of the retiree - no survivor annuity is payable. There are also various types of joint and survivor annuity options available which will be payable over joint lives. Members may also leave their contributions in the fund upon termination of public service in order to qualify for a deferred annuity at retirement age. Refunds of contributions are available at any time to members who leave public service, but before retirement benefits begin.

(continued on next page)

NOTES TO FINANCIAL STATEMENTS

The benefit provisions stated in the previous paragraphs of this section are current provisions and apply to active plan participants. Vested, terminated employees who are entitled to benefits but are not receiving them yet are bound by the provisions in effect at the time they last terminated their public service.

PERA issues a publicly available financial report that includes financial statements and required supplementary information for PERF, PEPFF, and PECF. That report may be obtained on the web at mnpera.com, by writing to PERA at 60 Empire Drive #200, St. Paul, Minnesota, 55103-2088 or by calling (651) 296-7460 or 1-800-652-9026.

D. Funding Policy - Minnesota Statutes Chapter 353 sets the rates for employer and employee contributions. These statutes are established and amended by the state legislature. The District makes annual contributions to the pension plans equal to the amount required by state statutes. PERF Basic Plan members and Coordinated Plan members are required to contribute 9.10 percent and 5.10 percent, respectively, of their annual covered salary. PEPFF members are required to contribute 6.20 percent of their annual covered salary. PECF members are required to contribute 5.83 percent of their annual covered salary. Independent School District No. 152 is required to contribute the following percentages of annual covered payroll: 11.78 percent for Basic Plan PERF members, 5.53 percent for Coordinated Plan PERF members, and 9.30 percent for PEPFF members, and 8.75 percent for PECF members. The District's contributions for the years ended June 30, 2006, 2005, and 2004 were \$415,814, \$383,016, and \$389,535, respectively, equal to the contractually required contributions for each year as set by state statute.

NOTE 11 - ISSUED BUT NON-EFFECTIVE ACCOUNTING PRONOUNCEMENT

The Governmental Accounting Standards Board (GASB) has issued several statements not yet implemented by the District. The statement issued but not implemented that will significantly affect the District is statement No. 45 "Accounting and Financial Reporting by Employers for Postemployment benefits other than Pensions." This statement will affect the way the District accounts for and reports their postemployment healthcare and other non-pension benefits. This statement will be implemented at the District in the year ending June 30, 2009.

GENERAL FUND

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA
SCHEDULE OF CHANGES IN FUND BALANCES
GENERAL FUND
YEAR ENDED JUNE 30, 2006

Exhibit B-1

	Fund Balance (Deficit) Beginning of Year	Excess (Deficiency) of Revenues Over (Under) Expenditures and Other Financing Sources (Uses)	Fund Balance (Deficit) End of Year
Reserved for health and safety	\$ (180,469)	\$ (246,310)	\$ (426,779)
Reserved for severance pay	267,965	13,927	281,892
Reserved for operating capital	3,631,844	(772,010)	2,859,834
Reserved for safe schools	-	(428)	(428)
Unreserved - designated for severance pay	1,293,723	129,314	1,423,037
Unreserved - undesignated	<u>6,878,998</u>	<u>(1,516,332)</u>	<u>5,362,666</u>
	<u>\$ 11,892,061</u>	<u>\$ (2,391,839)</u>	<u>\$ 9,500,222</u>

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA
SCHEDULE OF REVENUES – BUDGET AND ACTUAL
GENERAL FUND
YEAR ENDED JUNE 30, 2006
(With Comparative Totals for June 30, 2005)

Exhibit B-2

	2006			2005	
	Original Budget	Final Budget	Actual	Variance With Final Budget	Actual
Local property tax levies					
Maintenance levy	\$ 865,580	\$ 865,580	\$ 893,686	\$ 28,106	\$ 908,680
Property tax shift	-	-	(324,243)	(324,243)	(49,435)
	<u>865,580</u>	<u>865,580</u>	<u>569,443</u>	<u>(296,137)</u>	<u>859,245</u>
Other local and county sources					
Student activities, tuitions and fees	1,308,682	1,386,364	1,644,716	258,352	1,405,390
County apportionment	77,773	64,936	64,936	-	63,663
Interest	175,000	410,000	456,955	46,955	203,081
Other local revenues	<u>69,101</u>	<u>42,757</u>	<u>40,951</u>	<u>(1,806)</u>	<u>41,918</u>
	<u>1,630,556</u>	<u>1,904,057</u>	<u>2,207,558</u>	<u>303,501</u>	<u>1,714,052</u>
State sources					
General education aid	31,852,914	32,817,861	32,589,808	(228,053)	31,348,435
State aid shift	-	-	324,243	324,243	49,435
Endowment fund apportionment	-	130,000	137,630	7,630	127,965
Special education aid	<u>6,392,819</u>	<u>6,309,143</u>	<u>6,151,742</u>	<u>(157,401)</u>	<u>6,554,615</u>
Educational Agricultural and Homestead Credit	<u>75,137</u>	<u>76,089</u>	<u>75,137</u>	<u>(952)</u>	<u>101,934</u>
Other aids	<u>380,672</u>	<u>190,680</u>	<u>200,561</u>	<u>9,881</u>	<u>190,719</u>
	<u>38,701,542</u>	<u>39,523,773</u>	<u>39,479,121</u>	<u>(44,652)</u>	<u>38,373,103</u>
Federal sources					
Title I	1,079,998	1,006,679	918,601	(88,078)	885,388
PL 94-142	658,813	1,104,719	1,158,387	53,668	1,083,059
Other	<u>655,877</u>	<u>725,675</u>	<u>705,161</u>	<u>(20,514)</u>	<u>923,293</u>
	<u>2,394,688</u>	<u>2,837,073</u>	<u>2,782,149</u>	<u>(54,924)</u>	<u>2,891,740</u>
Miscellaneous	-	166,046	165,872	(174)	-
Total revenues	<u>\$ 43,592,366</u>	<u>\$ 45,296,529</u>	<u>\$ 45,204,143</u>	<u>\$ (92,386)</u>	<u>\$ 43,838,140</u>

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA
SCHEDULE OF EXPENDITURES – BUDGET AND ACTUAL
GENERAL FUND
YEAR ENDED JUNE 30, 2006
(With Comparative Totals for June 30, 2005)

Exhibit B-3

	2006			Variance With Final Budget	2005
	Original Budget	Final Budget	Actual		Actual
District and school administration					
Salaries and wages	\$ 1,932,673	\$ 1,921,161	\$ 1,807,338	\$ 113,823	\$ 1,838,359
Employee benefits	291,390	302,447	302,505	(58)	290,927
Purchased services	25,710	25,710	35,190	(9,480)	31,411
Other expenditures	24,941	24,941	22,093	2,848	20,408
	<u>2,274,714</u>	<u>2,274,259</u>	<u>2,167,126</u>	<u>107,133</u>	<u>2,181,105</u>
District support services					
Salaries and wages	681,913	681,913	730,017	(48,104)	664,596
Employee benefits	105,183	105,183	104,323	860	101,026
Purchased services	101,956	130,056	129,955	101	109,883
Supplies and materials	14,286	14,286	13,422	864	13,654
Other expenditures	5,333	12,833	15,879	(3,046)	(10,044)
	<u>908,671</u>	<u>944,271</u>	<u>993,596</u>	<u>(49,325)</u>	<u>879,115</u>
Regular instruction					
Salaries and wages	14,154,158	14,427,833	14,505,149	(77,316)	13,757,192
Employee benefits	4,271,131	4,252,383	4,405,279	(152,896)	4,091,653
Purchased services	709,801	731,841	895,123	(163,282)	871,687
Supplies and materials	766,827	826,518	706,913	119,605	633,148
Capital expenditures	134,689	154,433	135,307	19,126	400,525
Other expenditures	200,549	159,485	89,067	70,418	96,992
	<u>20,237,155</u>	<u>20,552,493</u>	<u>20,736,838</u>	<u>(184,345)</u>	<u>19,851,197</u>
Vocational instruction					
Salaries and wages	351,705	351,705	353,868	(2,163)	341,128
Employee benefits	98,163	98,163	98,528	(365)	91,557
Purchased services	309	309	741	(432)	617
Supplies and materials	8,544	9,442	9,466	(24)	8,237
	<u>458,721</u>	<u>459,619</u>	<u>462,603</u>	<u>(2,984)</u>	<u>441,539</u>
Exceptional instruction					
Salaries and wages	8,284,630	8,183,654	8,248,685	(65,031)	7,868,892
Employee benefits	1,839,837	1,805,120	1,906,229	(101,109)	1,735,692
Purchased services	952,734	952,735	1,281,866	(329,131)	1,001,034
Supplies and materials	80,861	80,860	67,388	13,472	79,208
Capital expenditures	134,681	134,681	149,457	(14,776)	147,440
Other expenditures	6,764	6,764	2,633	4,131	4,158
	<u>11,299,507</u>	<u>11,163,814</u>	<u>11,656,258</u>	<u>(492,444)</u>	<u>10,836,424</u>

(continued on next page)

SCHEDULE OF EXPENDITURES – BUDGET AND ACTUAL
GENERAL FUND – Page 2

Exhibit B-3, continued

	2006			Variance With Final Budget	2005
	Original Budget	Final Budget	Actual		Actual
Instructional support services					
Salaries and wages	1,578,737	1,538,566	1,546,670	(8,104)	1,477,842
Employee benefits	274,856	245,836	272,783	(26,947)	236,219
Purchased services	181,734	194,974	120,923	74,051	130,702
Supplies and materials	136,649	136,650	130,878	5,772	125,887
Capital expenditures	503,517	655,243	771,369	(116,126)	651,188
Other expenditures	49,286	36,046	36,665	(619)	30,449
	<u>2,724,779</u>	<u>2,807,315</u>	<u>2,879,288</u>	<u>(71,973)</u>	<u>2,652,287</u>
Pupil support services					
Salaries and wages	1,282,526	1,252,093	1,228,028	24,065	1,209,780
Employee benefits	252,870	249,563	249,474	89	242,353
Purchased services	1,861,163	1,873,395	1,870,698	2,697	1,723,912
Supplies and materials	310,626	316,787	316,222	565	257,028
Capital expenditures	76,000	74,036	74,036	-	151,149
Other expenditures	28,727	25,399	20,023	5,376	28,643
	<u>3,811,912</u>	<u>3,791,273</u>	<u>3,758,481</u>	<u>32,792</u>	<u>3,612,865</u>
Site, building and equipment					
Salaries and wages	1,137,069	1,142,028	1,093,824	48,204	1,098,104
Employee benefits	187,109	187,531	180,581	6,950	180,319
Purchased services	1,291,761	1,363,308	1,328,588	34,720	1,260,663
Supplies and materials	1,037,920	1,212,877	1,105,007	107,870	956,878
Capital expenditures	823,475	1,029,896	987,483	42,413	2,036,536
Other expenditures	4,305	4,305	3,507	798	2,179
	<u>4,481,639</u>	<u>4,939,945</u>	<u>4,698,990</u>	<u>240,955</u>	<u>5,534,679</u>
Fiscal and other fixed costs					
Purchased services	<u>241,818</u>	<u>242,614</u>	<u>242,802</u>	<u>(188)</u>	<u>237,466</u>
Total expenditures	<u>\$ 46,438,916</u>	<u>\$ 47,175,603</u>	<u>\$ 47,595,982</u>	<u>\$ (420,379)</u>	<u>\$ 46,226,677</u>

NONMAJOR GOVERNMENTAL FUNDS

Food Service - This fund is used to account for revenues and expenditures for school lunch programs. Costs of the programs are recovered principally from charges to students and state and federal aids.

Community Service - This fund is used to account for programs other than for elementary and secondary students and is financed principally by property taxes, fees from patrons and state and federal aids.

Scholarship - This fund is used to report resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the donor imposed restrictions.

INDEPENDENT SCHOOL DISTRICT NO. 152**MOORHEAD, MINNESOTA****COMBINING BALANCE SHEET****NONMAJOR GOVERNMENTAL FUNDS****JUNE 30, 2006**

Exhibit B-4

	Food Service	Community Service	Scholarship	Totals
ASSETS				
Cash and cash equivalents	\$ 470,359	\$ 74,468	\$ 10,000	\$ 554,827
Current property taxes receivable	-	141,391	-	141,391
Delinquent property taxes receivable	-	2,226	-	2,226
Accounts receivable	806	-	-	806
Due from other governmental units	-	143,087	-	143,087
Inventories	36,982	-	-	36,982
	<u>\$ 508,147</u>	<u>\$ 361,172</u>	<u>\$ 10,000</u>	<u>\$ 879,319</u>
LIABILITIES AND FUND BALANCE				
LIABILITIES				
Accounts payable	\$ 4,075	\$ 11,051	\$ -	\$ 15,126
Accrued salaries	300	47,851	-	48,151
Deferred revenue	28,547	15,193	-	43,740
Property taxes levied for subsequent year	-	235,068	-	235,068
Total liabilities	<u>32,922</u>	<u>309,163</u>	<u>-</u>	<u>342,085</u>
FUND BALANCE (DEFICIT)				
Reserved				
For early childhood and family education	-	57,767	-	57,767
For community education	-	(138,680)	-	(138,680)
For school readiness	-	2,876	-	2,876
For scholarships	-	-	10,000	10,000
Unreserved - Undesignated	475,225	130,046	-	605,271
	<u>475,225</u>	<u>52,009</u>	<u>10,000</u>	<u>537,234</u>
	<u>\$ 508,147</u>	<u>\$ 361,172</u>	<u>\$ 10,000</u>	<u>\$ 879,319</u>

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA
COMBINING SCHEDULE OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2006

Exhibit B-5

	Food Service	Community Service	Scholarships	Totals
REVENUES				
Local property tax levies	\$ -	\$ 93,903	\$ -	\$ 93,903
Other local and county sources	48,610	267,154	10,240	326,004
State sources	140,964	767,240	-	908,204
Federal sources	741,915	189,165	-	931,080
Sales and other conversion of assets	871,179	-	-	871,179
Total revenues	1,802,668	1,317,462	10,240	3,130,370
EXPENDITURES				
Community education and service	-	1,420,903	-	1,420,903
Pupil support services	1,641,356	-	240	1,641,596
Total expenditures	1,641,356	1,420,903	240	3,062,499
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES				
	161,312	(103,441)	10,000	67,871
FUND BALANCE, BEGINNING OF YEAR				
	313,913	155,450	-	469,363
FUND BALANCE, END OF YEAR				
	\$ 475,225	\$ 52,009	\$ 10,000	\$ 537,234

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA
COMBINING SCHEDULE OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE
FOOD SERVICE FUND
YEAR ENDED JUNE 30, 2006
(With Comparative Totals for June 30, 2005)

Exhibit B-6

	2006				2005
	Original Budget	Final Budget	Actual	Variance With Final Budget	Actual
Revenues					
Other local and county sources	\$ 32,205	\$ 42,340	\$ 48,610	\$ 6,270	\$ 36,996
State sources					
Lunch program aid	107,124	126,714	140,964	14,250	110,288
Federal sources					
Lunch program aid	560,725	646,313	637,051	(9,262)	563,068
Food distribution program	89,200	106,022	104,864	(1,158)	84,585
	649,925	752,335	741,915	(10,420)	647,653
Sale of food	741,598	861,659	871,179	9,520	763,314
Total revenues	1,530,852	1,783,048	1,802,668	19,620	1,558,251
Expenditures					
Pupil support services					
Salaries and wages	413,832	414,350	412,925	1,425	437,546
Employee benefits	63,927	62,507	63,945	(1,438)	62,648
Purchased services	128,591	149,870	149,094	776	139,252
Food costs and supplies	1,027,900	996,537	983,720	12,817	992,191
Capital outlay	20,000	10,468	10,048	420	32,080
Other expenditures	27,000	22,000	21,624	376	26,166
Total expenditures	1,681,250	1,655,732	1,641,356	14,376	1,689,883
Excess (deficiency) of revenues over (under) expenditures	(150,398)	127,316	161,312	33,996	(131,632)
Fund balance, beginning of year	313,913	313,913	313,913	-	445,545
Fund balance, end of year	\$ 163,515	\$ 441,229	\$ 475,225	\$ -	\$ 313,913

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA
COMBINING SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE – BUDGET TO ACTUAL
COMMUNITY SERVICE FUND
YEAR ENDED JUNE 30, 2006
(With Comparative Totals for June 30, 2005)

Exhibit B-7

	2006			2005	
	Original Budget	Final Budget	Actual	Variance With Final Budget	Actual
Revenues					
Local property taxes					
Property tax levy	\$ 229,669	\$ 217,526	\$ 187,460	\$ (30,066)	\$ 141,969
Property tax shift	-	-	(93,557)	(93,557)	24,035
	<u>229,669</u>	<u>217,526</u>	<u>93,903</u>	<u>(123,623)</u>	<u>166,004</u>
Other local and county sources					
Tuition and fees	189,500	201,273	203,375	2,102	184,370
Miscellaneous local revenues	84,496	183,422	63,779	(119,643)	115,665
	<u>273,996</u>	<u>384,695</u>	<u>267,154</u>	<u>(117,541)</u>	<u>300,035</u>
State sources					
Other appropriations	540,784	584,806	673,683	88,877	715,958
State aid shift	-	-	93,557	93,557	(24,035)
	<u>540,784</u>	<u>584,806</u>	<u>767,240</u>	<u>182,434</u>	<u>691,923</u>
Federal source	41,596	41,596	189,165	147,569	131,459
	<u>41,596</u>	<u>41,596</u>	<u>189,165</u>	<u>147,569</u>	<u>131,459</u>
Total revenues	<u>1,086,045</u>	<u>1,228,623</u>	<u>1,317,462</u>	<u>88,839</u>	<u>1,289,421</u>
Expenditures					
Community education and services					
Salaries and wages	796,896	808,841	936,822	(127,981)	939,959
Employee benefits	135,163	123,767	134,065	(10,298)	135,853
Purchased services	143,997	181,230	234,713	(53,483)	179,415
Supplies and materials	40,497	69,239	67,328	1,911	73,506
Capital outlay	21,300	18,104	19,357	(1,253)	113,390
Other expenditures	21,186	41,443	28,618	12,825	52,651
	<u>1,159,039</u>	<u>1,242,624</u>	<u>1,420,903</u>	<u>(178,279)</u>	<u>1,494,774</u>
Total expenditures	<u>1,159,039</u>	<u>1,242,624</u>	<u>1,420,903</u>	<u>(178,279)</u>	<u>1,494,774</u>
Excess (deficiency) of revenues over (under) expenditures	(72,994)	(14,001)	(103,441)	(89,440)	(205,353)
Fund balance, beginning of year	155,450	155,450	155,450	-	360,803
Fund balance, end of year	<u>\$ 82,456</u>	<u>\$ 141,449</u>	<u>\$ 52,009</u>	<u>\$ (89,440)</u>	<u>\$ 155,450</u>

OTHER SUPPLEMENTARY INFORMATION

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA
CHANGES IN STUDENT ACTIVITY CASH BALANCES
YEAR ENDED JUNE 30, 2006

Exhibit C-1

Activity	Balance 7/1/05	Receipts and and Transfers	Disbursements and Transfers	Balance 6/30/06
6th Grade Activities	\$ 2,002	\$ 3,001	\$ 2,795	\$ 2,208
After School Programs - Jr. High	-	150	146	4
ALC	3,561	118	-	3,679
APL Project	59	1,526	1,012	573
Apollo Strings	6,365	33,465	30,040	9,790
Auditorium Technology	11	1,073	704	380
Band - Jr. High	14,581	10,892	4,772	20,701
Band - Sr. High	26,994	83,509	63,396	47,107
Baseball Club	3,650	672	2,000	2,322
Basketball - Boys	711	6,239	5,785	1,165
Basketball - Girls	1,337	2,382	1,115	2,604
Caps & Gowns	14,448	480	-	14,928
Cheerleading	-	2,640	2,640	-
Choir - Sr. High	3,322	95,155	94,450	4,027
Chokio	8,556	36,178	22,820	21,914
Class of 2005	4,334	-	4,334	-
Class of 2006	3,993	133	-	4,126
Class of 2007	-	5,320	936	4,384
Community/Work Class	95	1	-	96
Craft Club - Sr. High	585	2,996	2,772	809
Cross Country	1,412	6,719	6,458	1,673
Danceline	19	17,696	12,110	5,605
Debate Enrichment	1,929	2,186	3,600	515
Destination Imagination	2,649	2,400	3,117	1,932
DHH Social Fund	107	4	-	111
Drama - Jr. High	32	15	-	47
ECFE	1,417	333	183	1,567
Edison School Store	82	-	-	82
English - Jr. High	303	10	-	313
Field House	-	2,060	849	1,211
Football Club	5,515	28,772	28,958	5,329
French Club	4,213	1,694	1,024	4,883
Girls Golf - Sr. High	28	-	1	27

(continued on next page)

CHANGES IN STUDENT ACTIVITY CASH BALANCES – Page 2

Exhibit C-1, continued

Activity	Balance 7/1/05	Receipts and and Transfers	Disbursements and Transfers	Balance 6/30/06
Gymnastics Club	584	379	122	841
Hall of Honor	862	4,484	3,523	1,823
Heroes - Jr. High	469	1,697	1,680	486
History Day	130	4	-	134
Hockey - Boys	1,532	4,385	5,891	26
Hockey - Girls	1,226	33	468	791
Honor Choir - Jr. High	8,350	1,769	552	9,567
Interest	-	7,881	7,881	-
Intramurals	259	423	250	432
Journalism	1,492	787	-	2,279
Knowledge Bowl	867	2,801	3,654	14
Lova	88	-	-	88
Math Club - Jr. High	7	1	-	8
Media - Jr. High	496	408	362	542
National Forensics League	1,194	13,804	14,425	573
Nature Project - Jr. High	225	2,132	1,230	1,127
Orchestra - Jr. High	1,921	41,660	42,052	1,529
Orchestra - Sr. High	39	-	-	39
Plays - Sr. High	14,113	54,366	55,070	13,409
Positive Incentives - Jr. High	374	511	582	303
Robert Asp Special	16	-	1	15
Robert Asp Student Council	2,655	88	-	2,743
Robert Asp Yearbook	891	30	-	921
RRALC Store	1,281	762	750	1,293
SADD	359	731	171	919
School Patrol	3,909	3,655	110	7,454
Service Enhancement Club	206	160	142	224
Service Learning	799	10,205	7,348	3,656
Soccer - Boys	146	100	246	-
Soccer - Girls	107	1,012	912	207
Social Studies - Sr. High	237	9	-	246
Softball	4,762	4,122	3,477	5,407
Spanish Club	3,215	106	36	3,285
Spanish Club - Jr. High	417	12	-	429
Spanish Trips - Sr. High	-	2,238	2,237	1
Special Events	-	3,375	1,300	2,075

(continued on next page)

Activity	Balance 7/1/05	Receipts and and Transfers	Disbursements and Transfers	Balance 6/30/06
STEP Trip	3,631	5,153	5,224	3,560
Store - Jr. High	1,699	7,289	5,780	3,208
Student Council - Jr. High	1,870	6,186	4,220	3,836
Student Council - Sr. High	3,095	5,530	2,058	6,567
Swimming - Boys	-	3,688	2,528	1,160
Swimming - Girls	537	11,698	11,231	1,004
Tech Club - Jr. High	1,236	41	-	1,277
Tennis - Girls	40	1	-	41
Theatre Arts - Jr. High	2,912	50,365	45,007	8,270
Track - Boys	6,278	5,732	6,180	5,830
Track - Girls	3,963	4,484	8,294	153
World DI	52	-	-	52
Wrestling Club	648	23	-	671
Yearbook - Jr. High	2,648	16,011	12,660	5,999
Youth Board	4	3	-	7
	<u>\$ 194,151</u>	<u>\$ 628,153</u>	<u>\$ 553,671</u>	<u>\$ 268,633</u>

INDEPENDENT SCHOOL DISTRICT NO. 152

MOORHEAD, MINNESOTA

UNIFORM ACCOUNTING AND REPORTING STANDARDS COMPLIANCE TABLE YEAR ENDED JUNE 30, 2006

Exhibit C-2

GENERAL FUND

Total revenues	\$ 45,204,143
Total expenditures	47,595,982
Fund Balance	
Reserved:	
4.06 Health and safety	(426,779)
4.11 Severance pay	281,892
4.24 Operating capital	2,859,834
4.49 Safe schools	(428)
Unreserved:	
4.22 Designated for severance pay	1,423,037
4.22 Unres fund balance	5,362,666

FOOD SERVICE

Total revenues	\$ 1,802,668
Total expenditures	1,641,356
Fund Balance	
Unreserved:	
4.22 Unres fund balance	475,225

COMMUNITY SERVICE

Total revenues	\$ 1,317,462
Total expenditures	1,420,903
Fund Balance	
Reserved:	
4.31 Community education	(138,680)
4.32 Early childhood-family education	57,767
4.44 School readiness	2,876
Unreserved:	
4.22 Unres fund balance	130,046

BUILDING CONSTRUCTION

Total revenues	\$ 8,719
Total expenditures	483,370
Fund Balance	
Unreserved:	
4.22 Unres fund balance	-

DEBT SERVICE

Total revenues	\$ 8,113,467
Total expenditures	7,882,679
Fund Balance	
Reserved:	
4.25 Bond refunding	42,152,675
Unreserved:	
4.22 Unres fund balance	35,905

TRUST FUND

Total revenues	\$ 10,240
Total expenditures	240
Fund Balance	
Unreserved:	
4.22 Unres fund balance	10,000

	Fund	Reserved Total	Unreserved Total
01	\$	2,714,519	\$ 6,785,703
02		-	475,225
04		(78,037)	130,046
06		-	-
07		42,152,675	35,905
08		10,000	-

S-M9-BOS
13 Nov 2006

INDEPENDENT SCHOOL DISTRICT #152

School Board Meeting
Board Room 224 - Probstfield Center for Education
2410 14th Street South
Moorhead, Minnesota

November 13, 2006

7:00 p.m.

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

ATTENDANCE:

Karin Dulski _____	Mike Siggerud _____
Lisa Erickson _____	Kristine Thompson _____
Cindy Fagerlie _____	Bill Tomhave _____
Carol Ladwig _____	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. 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

SCHOOL BOARD AGENDA - November 13, 2006

PAGE 2

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 5-28

B. BUSINESS SERVICE MATTERS - Weston

C. HUMAN RESOURCE MATTERS - Nielsen

- (1) Acceptance of Resignations - Page 29
(2) Acceptance of Retirement - Page 30
(3) Approval of Family/Medical Leaves - Page 31
(4) Approval of New Employees - Page 32

D. SUPERINTENDENT MATTERS - Nybladh

- (1) Approval of October 9 and 23, 2006 Regular Meeting Minutes - Pages 33-39
(2) Approval of November Claims

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

Moved by _____ Seconded by _____

Comments _____

3. SCHOOL BOARD/STAFF DIALOGUE: Kovash

(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.)

Youth Commission Before and After School Program Update - Kovash

Pages 40-46

4. ENROLLMENT PROJECTIONS: Kovash

Pages 47-48

SCHOOL BOARD AGENDA - November 13, 2006

PAGE 3

5. COMMITTEE REPORTS
6. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD
7. ADJOURNMENT

SCHOOL BOARD AGENDA - November 13, 2006
PAGE 4

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
American Education Week	November 13-17		
EHS PTAC	November 14	6:30 pm	Media Center
HMS Grade 7 Choir Concert	November 14	7:30 pm	Cafetorium
Interagency Early Interv Com	November 15	12 pm	FSC
K-12 Prof Dev Before/After Schl	November 15		
Health/Safety/Wellness Com	November 16	9:30 am	PCE
HMS Grade 8 Choir Concert	November 16	7:30 pm	Cafetorium
Supt's Advisory Council	November 16	7 pm	PCE
MHS Fall Play	November 16-19	7:30 pm	Auditorium
EHS School Musical	November 17-18		EHS
Staff Development Com	November 20	3:30 pm	PCE
Policy Review Committee	November 20	7 pm	PCE
No School/Teacher Comp Day	November 22		
Com Ed Advisory Council	November 21	7 pm	PCE
No School/Holiday Break	November 23-24		
Student/Staff Asstnce Adv Com	November 27	3 pm	PCE
School Board	November 27	7 pm	PCE
Activities Council	November 28	7 am	MHS
Technology Committee	November 28	3:45 pm	PCE
End of First Trimester	December 1		HMS
Parent/Teacher Family Night	December 4	5-7 pm	RRALC
RAS PTAC	December 4	6:30 pm	Media Center
MHS PTAC	December 4	7 pm	Conf Rm
SGR PTAC	December 4	7 pm	Media Center
P/T Confs (Grs 9-12)	December 4-5	5-8:30 pm	MHS/RRALC
Continuing Educ Com	December 5	6:45 am	Village Inn
Indian Education Committee	December 6	5 pm	PCE
Clay Cnty Joint Powers Com	December 7	7 am	PCE
Human Rights Committee	December 7	3:45 pm	PCE
HMS PTAC	December 7	7 pm	Media Center
School Board	December 11	7 pm	PCE
EHS PTAC	December 12	6:30-8 pm	Media Center
Grade 6 Band Concert	December 12	7:30 pm	Cafetorium
Instr and Curr Adv Com	December 14	7 am	PCE
Early Chldhd Adv Com	December 14	7 pm	PCE



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.048

TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
DATE: October 31, 2006
RE: Even Start-Partners in Learning Family Literacy Grant Approval (Renewal)

Moorhead Schools has received notification of renewal from the MN Department of Education of the Even Start-Partners in Learning Family Literacy Program Grant in the amount of \$137,000.

The Even Start-Partners in Learning Family Literacy Program provides education for adults, children ages birth-kindergarten, parent education and parent/child interaction time. Currently they are in year 5 of the Even Start Family Literacy grant.

SUGGESTED RESOLUTION: Move to accept the Even Start-Partners in Learning Family Literacy Program Grant funding from the MN Department of Education in the amount of \$137,000.

LAK/kmr
Attachment

OCT 24 2006

Program Accountability & Improvement
1500 Hwy 36 W, Room P16
Roseville, MN 55113-4266
651-582-8510 (phone) □ 651-582-8494 (fax)
lisa.boemer@state.mn.us

Date: October 18, 2006
TO: Even Start Coordinators
FROM: Lisa Boemer, Grants Specialist
RE: EVEN START Grant

Enclosed in this packet is your signed copy of your Even Start executed grant. The **start date of your grant is September 14, 2006**. Additional paperwork will be sent shortly.

I am your fiscal contact person for your Even Start grant. I look forward to working with you and if you have any questions, please feel free to call or email me.

GRANT CONTRACT/GRANT AGREEMENT ("Agreement")

Fiscal Year: 2007	CFDA #: 84.213	UFARS #: 449	Vendor Number: 009152000-00			
Total Amount of Grant: \$137,000.00		Amount of Grant First Fiscal Year: \$137,000.00				
Object Code: 5C00	Activity: NF00	Even Start				
Account Dist # 1	Fund: 300	Agency: E37	Orgn: 2530	Appr: 441	Rept Category:	Amount \$137,000.00
Account Dist # 2	Fund:	Agency: E37	Orgn:	Appr:	Rept Category:	Amount:
Account Dist # 3	Fund:	Agency: E37	Orgn:	Appr:	Rept Category:	Amount:

Requisition	Date: 8/17/06	Number: 7416	Entered by: GG
Purchase Order	Date: 9/21/06	Number: 46105	Signature: GERRI GOULD
Individual signing certifies funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05			

THIS AGREEMENT, which shall be interpreted pursuant to the laws of the State of Minnesota, between the State of Minnesota (STATE) acting through its Minnesota Department of Education (DEPARTMENT), and ISD #152 Moorhead Schools Address: 2410 14th Street South, Moorhead, MN 56560

MN Tax ID. No. _____ Federal Employer ID. No. 041-6008721 (GRANTEE), witnesseth that:

WHEREAS, the DEPARTMENT is authorized to make a grant for the purpose of: implementing Title I, Part B Even Start programs.

WHEREAS, GRANTEE prepared and submitted according to pertinent guidelines a proposal or a workplan for a grant for the above desired project; AND

WHEREAS, GRANTEE represents that it is duly qualified, willing, and prepared to undertake and complete the project or work plan which is attached hereto as ATTACHMENT A (hereinafter "PROJECT");

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

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

- I. **TERMS OF PERFORMANCE.** The objectives, scope, and methods of the PROJECT are stated in ATTACHMENT A the terms of which are incorporated herein.
- II. **CONSIDERATION AND TERMS OF PAYMENT.**
 - A. In consideration of all services performed and goods or materials supplied by the GRANTEE pursuant to the Agreement, the STATE shall pay for all allowable costs incurred by the GRANTEE under the terms of this agreement, not to exceed One hundred thirty seven thousand and 00/100 (\$137,000.00).
 - B. Matching Requirements: (If applicable). GRANTEE certifies that the following matching requirement for the Grant will be met by GRANTEE (fill in match amount or if none, enter none):
 1. The GRANTEE agrees to provide the cash match of \$ See XX. Other Provisions, which is required to be at least _____ % of the Total Project Cost.
 2. The GRANTEE will expend grant funds and required match allocated for this Project according to

ATTACHMENT A. Grant funds will be spent in accordance with the Budget included in Attachment A. See Paragraph III below for limitations on the use of grant funds.

C. Reimbursement for travel and subsistence expenses actually and necessarily incurred by GRANTEE in performance of this Agreement will be paid provided that the GRANTEE shall be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than in the current "Commissioner's Plan" promulgated by the Commissioner of Employee Relations and GRANTEE will only be reimbursed for travel and subsistence outside the State of Minnesota if it has received prior written approval for such out of state travel from the STATE.

D. The STATE shall make payment as stated in ATTACHMENT B, which is incorporated by reference herein.

III. **LIMITATION ON USE OF FUNDS.** The use of these grant monies shall be limited to that portion of ATTACHMENT A funded under Clause I of this Agreement, and by any applicable state or federal laws. Grant funds may not be used for gifts or novelty items (unless individually and specifically approved by the DEPARTMENT) or for payments to vendors displaying exhibits. Grant funds may not be used to pay for or support other projects not identified in this grant contract. Grant funds may not be used for the benefit of state employees. This includes, but is not limited to, reimbursement for any expenditures, including travel expenses; costs of registration fees for training sessions or educational courses presented or arranged by GRANTEE; payments to state employees for presentations at workshops, seminars, etc. whether on state time, vacation time, leave of absence, or any other non-work time.

IV. **AGREEMENT PERIOD.** This Agreement shall be effective on September 5, 2006, or upon the date that the final required signature is obtained by the STATE pursuant to Minnesota Statutes section. 16C.05, subd. 2 whichever occurs later, and shall remain in effect until June 30, 2007, or until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first. **The GRANTEE understands that no work should begin under this Agreement until ALL required signatures have been obtained and GRANTEE is notified to begin work by the State's Authorized Representative.**

V. **AUTHORIZED REPRESENTATIVES:**

STATE'S AUTHORIZED REPRESENTATIVE. The STATE'S authorized representative for the purposes of administration of this Agreement is Wayne Kuklinski, or his/her successor, and has the responsibility to monitor GRANTEE's performance and the authority to accept the services provided under this Agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each payment request submitted for payment.

GRANTEE'S AUTHORIZED REPRESENTATIVE: The GRANTEE'S authorized representative is Bonnie Herman. If the Grantee's Authorized Representative changes at any time during this Agreement, the GRANTEE must immediately notify the STATE.

VI. **REPORTS.**

A. The GRANTEE, in the conduct of activities under this Agreement, shall submit such reports as may be required by written instructions of the DEPARTMENT within the times required by it. The DEPARTMENT shall withhold funding if reporting requirements are not met in a complete, accurate and timely manner.

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

VII. **FINANCIAL AND ADMINISTRATIVE PROVISIONS.**

A. **ALLOWABILITY OF COSTS.** For federal funds, allowability of costs incurred under this Agreement shall be determined in accordance with the procedures and principles given in the federal publications "Office of Management and Budget" (OMB). For all funds, no claim for materials purchased in excess of budget categories or program services not specifically provided for in this Agreement by the GRANTEE will be allowed by the STATE unless approved in writing by the STATE. Such approval shall be considered to be a modification of the Agreement. There may be additional limitations on allowable costs. See "Other Provisions" in paragraph XX below.

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

reports, books of account and supporting documents, and other data evidencing costs allowable and revenues and other applicable credits under this Agreement which are in the possession of the GRANTEE and relate to this Agreement, for the period specified by Minnesota Statutes section 16C.05, subd. 5 and the respective federal requirements where applicable.

All pertinent records and books of accounts related to this Agreement shall be preserved by the GRANTEE for a period of six years subject to the following criteria:

1. The six-year retention period shall commence from the date of submission of the final expenditure report;
2. If any litigation, claim or audit is started before the expiration of the six-year period, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved.

The GRANTEE agrees to cooperate in any examination and audit under the provisions of this paragraph.

- C. EXAMINATION AND AUDIT OF ACCOUNTS AND RECORDS. The DEPARTMENT or its representative or the federal administering department (when applicable) shall have the right to examine books, records, documents, and other evidence and accounting procedures and practices, sufficient to reflect properly all direct and indirect costs and the method of implementing the Agreement. The GRANTEE shall make available at the office of the GRANTEE at all reasonable times before and during the period of record retention, proper facilities for such examination and audit.
- D. STATE AND FEDERAL AUDITS. The books, records, documents, and accounting procedures and practices of the GRANTEE relevant to this Agreement shall be subject to examination by the State or federal auditors, as authorized by law. Minnesota Statutes section 16C.05 subd. 5 requires the State audit clause be in effect for a minimum of six years, (see Paragraph VII, Clause B.) Federal audits shall be governed by requirements of federal regulations.
 1. If the GRANTEE (in federal OMB Circular language known as "subrecipient") receives federal assistance from the State of Minnesota, it will comply with the Single Audit Act of 1984 as amended and OMB circular A-133, "Audits of States, Local Governments and Non-Profit Organizations" for audits of fiscal years beginning after June 30, 1996; or
 2. The Grantee will provide copies of the single audit reporting package (as defined in A-133 section 320(c), financial statement audits, management letters and corrective action plans to the STATE, the Office of the State Auditor, Single Audit Division, or Federal Audit Clearinghouse in accordance with OMB A-133.

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

IX. CANCELLATION.

- A. This Agreement may be cancelled by the STATE or GRANTEE at any time, with or without cause, upon thirty (30) days' written notice to the other party. In the event of such a cancellation, GRANTEE shall be entitled to payment, determined on a pro rata basis, for work or services performed to the STATE's satisfaction. It is expressly understood and agreed that in the event the reimbursement to the State from Federal sources or appropriations by the Minnesota Legislature are not obtained and continued at an aggregate level sufficient to allow for the GRANTEE'S program to continue operating, the grant shall immediately be terminated upon written notice by the STATE to the GRANTEE. In the event of such termination, GRANTEE shall be entitled to payment determined on a pro rata basis, for services performed and liabilities already accrued prior to such termination.
- B. The STATE may cancel this Agreement immediately if the STATE finds that there has been a failure to comply with the provisions of this Agreement, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The STATE may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

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

XI. ASSIGNMENTS. The GRANTEE shall not transfer or assign to any party or parties any right(s), obligation(s) or claim(s) under this Agreement without the prior written consent of the DEPARTMENT. It is understood, however, that GRANTEE remains solely responsible to the STATE for providing the products and services described.

XII. LIABILITY. GRANTEE agrees to indemnify and save and hold the STATE, its agents and employees harmless from any and all claims or causes of action, including all attorneys' fees incurred by the STATE arising from the performance of the agreement by GRANTEE OR GRANTEE'S agents or employees. This clause shall not be construed to bar any legal remedies GRANTEE may have for the STATE'S failure to fulfill its obligations pursuant to this Agreement.

XIII. OWNERSHIP OF MATERIALS AND INTELLECTUAL PROPERTY RIGHTS.

A. Intellectual Property Rights:

The STATE shall own all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents *created and paid for under this Agreement*. Works means all inventions, improvements, discoveries (whether or not patentable) databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes and disks conceived, reduced to practice, created or originated by the GRANTEE, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this Agreement. Works includes "Documents". Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the GRANTEE, its employees, agents, or subcontractors in the performance of this Agreement. The Documents will be the exclusive property of the STATE and all such Documents must be immediately returned to the STATE by the GRANTEE upon completion or cancellation of this Agreement. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works for hire". The GRANTEE assigns all right, title, and interest it may have in the Works and the Documents to the STATE. The GRANTEE must, at the request of the STATE, execute all papers and perform all other acts necessary to transfer or record the STATE's ownership interest in the Works and Documents.

B. Obligations

1. Notification: Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the GRANTEE, including its employees and subcontractors, in the performance of this Agreement, the GRANTEE will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure thereon.

2. Representation: The GRANTEE must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the STATE, and that neither the GRANTEE nor its employees, agents, or subcontractors retain any interest in and to the Works and Documents. The GRANTEE

represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property of

other persons or entities. Notwithstanding Clause XII, the GRANTEE will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the STATE, at the GRANTEE's expense, from any action or claim brought against the STATE to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. The GRANTEE will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the GRANTEE's or the STATE's opinion is likely to arise, the GRANTEE, must at the STATE's discretion, either procure for the STATE the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the STATE will be in addition and not exclusive of other remedies provided by law.

XIV. PUBLICITY. Any publicity given to the program, publications, or services provided resulting from this Agreement, including, but not limited to notices, informational pamphlets, press releases, research, reports, signs and similar public notices prepared for the GRANTEE or its employees individually or jointly with others or any subgrantees, shall identify the STATE as the sponsoring agency. The publicity described may only be released with the prior approval of the State's Authorized Representative, or as described in Attachment A.

XV. GOVERNMENT DATA PRACTICES. The GRANTEE and the STATE must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the STATE under this Agreement, and as it applies to all data created collected, received stored, used, maintained or disseminated by the GRANTEE under this Agreement. The civil remedies of Minnesota Statutes section 13.08 apply to the release of the data referred to in this paragraph by either the GRANTEE or the STATE.

If the GRANTEE receives a request to release the data referred to in this paragraph, the GRANTEE must immediately notify the STATE. The STATE will give the GRANTEE instructions concerning the release of the data to the requesting party before the data is released.

XVI. WORKERS' COMPENSATION: GRANTEE certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The GRANTEE's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

XVII. ANTITRUST: GRANTEE hereby assigns to the State of Minnesota any and all claims for overcharges as to goods and/or services provided in connection with this Agreement resulting from antitrust violations which arise under the antitrust laws of the United States and the antitrust laws of the State of Minnesota.

XVIII. GOVERNING LAW, JURISDICTION AND VENUE. Minnesota law, without regard to its choice-of-law, provisions, governs this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

XIX. ASSURANCES.

A. The GRANTEE shall comply with all applicable federal, state and local laws, ordinances, rules and regulations in the performance of this project.

B. For Agreements involving grants of federal funds, the following also apply:

1. If this Agreement involves an award of \$25,000.00 or more, GRANTEE certifies that it has complied with the provisions of the Drug Free Workplace Act of 1988, P.L. 100-690.

2. If applicable, GRANTEE agrees that it shall provide the certification required by 34 C.F.R. Part 85.

C. Requirements of Appendix A of this Agreement.

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

A. Grantee agrees to comply with all aspects of the Guidance for the William F. Goodling Even Start Family Literacy Programs as specified under Part B, Subpart 3 of Title I of the Elementary and Secondary Education Act.

B. Grantee is required to provide a cash and/or in-kind match totaling \$137,000.

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

APPROVED:

GRANTEE:

GRANTEE certifies that the appropriate person(s) have executed the Grant Contract on behalf of the GRANTEE as required by applicable articles, by-laws, resolutions, or ordinances. (If a corporation, two corporate officers must execute.)

By: Dr. Larry P. Rydbeck

Title: Superintendent

Date: 09/05/06

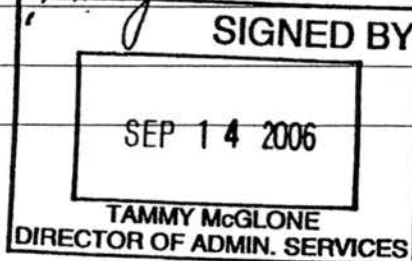
By: _____

MINNESOTA DEPARTMENT OF EDUCATION

By: Tammy McGlone

Title: _____

Date: _____



Title: _____

Date: _____

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 34 CFR Part 82, "New Restrictions on Lobbying," and 34 CFR Part 85, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Education determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 34 CFR Part 82, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 34 CFR Part 82, Sections 82.105 and 82.110, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR Part 85, for prospective participants in primary covered transactions, as defined at 34 CFR Part 85, Sections 85.105 and 85.110--

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transaction (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610 -

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about:

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Director, Grants Policy and Oversight Staff, U.S. Department of Education, 400 Maryland Avenue, S.W. (Room 3652, GSA Regional Office Building No. 3), Washington, DC 20202-4248. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check ☐ if there are workplaces on file that are not identified here.

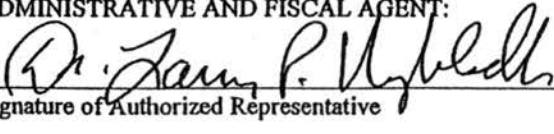
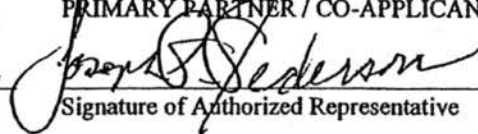
DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610-

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Director, Grants Policy and Oversight Staff, Department of Education, 400 Maryland Avenue, S.W. (Room 3652, GSA Regional Office Building No. 3), Washington, DC 20202-4248. Notice shall include the identification number(s) of each affected grant.

Attachment A

Minnesota Department of Education	Early Learning Services 1500 Highway 36 West Roseville, MN 55113-4266	Even Start Family Literacy Grant Application		2006 - 2007	
GENERAL INFORMATION AND INSTRUCTIONS: The information in this application is required in accordance with the Elementary and Secondary Education Act, Title I, Part B, Subpart 3 and associated federal guidance. Confine your response to the space provided except where asked to provide an attached document. This application and four (4) copies must be completed, signed and submitted to Lisa Boemer, Even Start Grant Administrator at the above address.				Competitive:	
				Continuation:	X
				Original:	
				Amendment:	
IDENTIFICATION INFORMATION					
Project Name: Partners in Learning					
Administrative and Fiscal Agency: Moorhead Area Public Schools					
Agency Administrator			Project Director or Coordinator		
Name	Lauri Winterfeldt-Shanks		Bonnie Herman		
Position Title	Community Education Director		Adult Basic Education Program Manager		
Address	2410 14 th St. S.		2410 14 th St. S.		
City & Zipcode	Moorhead	56560	Moorhead	56560	
Phone & Fax	218-284-3430	218-284-3433	218-284-3460	218-284-3460	
Email Address	lauriws@moorhead.k12.mn.us		bherman@moorhead.k12.mn.us		
Primary Partner / Co-Applicant Agency: Lakes and Prairies Community Action Agency					
Agency Administrator			Project Contact Person		
Name	Joe Pederson		Pam Bernstein		
Position Title	Executive Director Community Action Agency		Head Start Director		
Address	715 N. 11 St. Suite 402		715 N. 11 St. Suite 402		
City & Zipcode	Moorhead	56560	Moorhead	56560	
Phone & Fax	218-299-7000	218-299-7547	218-299-7017	218-299-7547	
Email Address	joep@lakesandprairies.net		pamb@lakesandprairies.net		
APPLICATION SUMMARY INFORMATION					
School District Number: ISD 152			Federal Even Start Funds Requested	\$	137,000
Federal Employer ID: 41-6008721			Matching Funds (cash and in-kind)	\$	292,254
Project Duration for Obligation of Funds: July 1 through June 30, 2007			Total Program Budget	\$	429,254
CERTIFICATION OF PARTICIPATING AGENCIES					
Each of the undersigned certifies, to the best of his/her knowledge, that the information contained in this application is correct and complete, that the local agency which he/she represents has authorized him/her to file this application, and that such authorization action is recorded in the minutes of the agency's governing body. The agency designated above as the administrative and fiscal agent for this project is authorized to receive and expend for the conduct of this project Even Start funds in amounts not to exceed those approved for this project. All participating agencies have entered into an agreement concerning responsibilities to be performed by each agency and the final disposition of equipment, facilities, and materials purchased with Even Start funds.					
ADMINISTRATIVE AND FISCAL AGENT:			PRIMARY PARTNER / CO-APPLICANT:		
 Signature of Authorized Representative			 Signature of Authorized Representative		
Dr. Larry Nybladh		7/12/06	Joe Pederson		7-11-06
Typed Name		Date	Typed Name		Date

Even Start Family Literacy Grant Application

2006-2007

STATEMENT OF ASSURANCES

The applicant partners agree:

1. To serve eligible families most in need, as indicated by low income, low level of adult literacy or English language proficiency, and other related indicators;
2. To coordinate with any relevant school and community programs to accomplish the goals of the program;
3. To provide a project of sufficient size, quality, intensity and duration including all required components and year-round services to give reasonable promise of substantial progress toward meeting the educational needs of the children and parents being served;
4. To utilize staff who meet the qualifications required by the Even Start statute and state policy;
5. To provide appropriate training including access to statewide training activities to enable staff to develop the skills necessary to work with parents and young children in the full range of services offered;
6. To provide the staff person responsible for daily on-site administration and supervision of family literacy services adequate involvement and authority in financial and personnel decisions to effectively manage a high quality program including timely access to project financial reports and the authority to initiate staff disciplinary action when appropriate and in compliance with the policies of the organization;
7. To comply with requirements for local and state evaluation of the project's effectiveness in achieving the Even Start Participant Performance Indicators and other measures of educational achievement;
8. To secure the required local match for continuation of the project and use Even Start funds in a manner that will not supplant services currently provided using state or federal funds;
9. To obtain prior written approval for budget revisions and program changes;
10. To notify the Department of Education within ten days of changes in administrative staff and/or contact person;
11. To maintain such records and provide such information to the Department of Education as reasonably may be required for fiscal audit and program monitoring.
12. To comply with all applicable state and federal laws and regulations in the implementation of the Even Start program including the fifteen program elements specified by federal statute.

ADMINISTRATIVE AND FISCAL AGENT:

PRIMARY PARTNER / CO-APPLICANT:

 7/12/06
Signature of Authorized Representative Date


Signature of Authorized Representative


Date

ABSTRACT

Briefly summarize the grant application, identifying the primary features of the proposed project including a description of how the project builds on existing programs and services.

Partners in Learning is a four component family literacy program that has been in existence for 8 years. The four components are offered every day of operation in our program. We propose to run the program for 3-six hours days, 18 hours a week. The reduction in days will save on transportation and food costs. We have matched the calendar as closely as possible to our partners; Moorhead Schools, Head Start and Early Intervention Services. Aligning our schedules saves child care and transportation costs. Partners in Learning will provide each family 6 home visits this year. The same families who are enrolled during the school year continue to participate in summer programming. School age children attend summer school in the morning, and participate in literacy based activities at the Partners in Learning site in the afternoon.

Partners in Learning is truly a partnership of cooperating agencies. The cornerstone of the program is the collaboration between ECFE (daily parent ed., Infant/Toddler and School age program, Interactive Literacy Activities and DEAR time) and ABE (ESL and GED prep, Volunteers from Giving + Learning program). Clay-Wilkin Head Start is our co-applicant, serving our families with 3 and 4 year old children. The school district food service coordinator works with us for daily counts of meals, portions, catering and free and reduced reimbursements. MSU-M and Concordia College both supply student workers including America Reads volunteers. They also provide campus tours upon request. Concordia College employees raised funds for a field trip. CEP (Concentrated Employment Program) supplies workers for kitchen work and baby rocking. Early Intervention Services, the district liaisons, Head Start, ECFE, SR, ABE, Community Ed., District Administration are all co-located with Partners in Learning at Probstfield Center for Education. The local Metropolitan Council of Governments is matching transportation dollars. U of M Extension Service provides regularly scheduled food prep and food buying classes for the families. Public Health provides classes on hygiene and other health related topics. *Safekids of Fargo Moorhead* provides low cost bike helmets, car seats, safety equipment and education to families in the program. Community Ed. staff provides free book packets.

If the project received federal Even Start funds this past year, identify any significant changes in the project and the reasons for those changes.

Partners in Learning has been a 4 days per week, 5 hours per day program until June 30th, 2006.

We will be running 3 days a week, 6 hours a day to save transportation and food costs to the program.

PROGRAM PERFORMANCE

Identify demonstrated results of the existing family literacy services.

Adult learners: 75% of learners completed 1 or more levels based on CASAS assessments, 5 obtained US citizenship, 1 received a GED and was a speaker at the GED graduation ceremony, all adults who had an appropriate number of hours of attendance were assessed with the PGI and showed growth, 2 obtained employment, 90% attended parent-teacher conferences, 1 obtained a drivers license, 3 obtained library cards, 1 family was phased out of the child protection system, 1 transitioned from the homeless shelter to an apartment, 100% participated in an employment project which included mock interviews with community employers.

Children: all age eligible children participated in pre-school screening, the Ounce assessment was used to determine that all participants met developmental goals, 99% were up to date with immunizations, 1 child was phased out of Early Intervention Services, children were enrolled in a Girl Scout troop, 100% of age eligible were enrolled in summer school, transportation was provided and staff accompanied parents to kindergarten registration, Early Intervention Services provided services on site for children birth-5 requiring intervention.

Even Start Family Literacy Grant Application

2006-2007

Competitive grant applicants must complete all sections on this page. Continuation grant applicants only need to identify any significant changes from the most recent competitive grant application.

AREA TO BE SERVED

Identify the geographic area to be served including boundaries.

No changes

Is the area to be served designated by the federal government as an empowerment zone or enterprise community?

Yes

COMMUNITY NEEDS AND RESOURCES

Provide information demonstrating the need for Even Start Family Literacy services. Include available data on the area's high levels of poverty, illiteracy, unemployment, limited English proficiency or other factors including the limited availability of existing resources.

No changes

POPULATION TO BE SERVED

Identify the characteristics of the population the proposed project would serve and explain the reasons for this selection.

No changes

Identify the age range (by years) of the children who will be program participants.

Do not include those served in sibling care.

Youngest

Oldest

Birth

7

Identify family needs that might effect participation in the program including, but not limited to: work schedules and other responsibilities, child care, transportation, health care and other services. Include the source and method used to collect this information.

No changes

EQUITABLE PARTICIPATION

Briefly describe how the applicant provided timely and meaningful consultation with private school officials to ensure equitable participation for eligible families if the project receives federal Even Start funds.

No changes-continued collaboration with Park Christian and St. Josephs schools.

Even Start Family Literacy Grant Application		2006-2007
COORDINATION AND INTEGRATION		
Identify the existing education programs which will provide the core components of the integrated family literacy services. Attach a signed agreement with the co-applicant partner(s) and any other major partners identifying roles and functions in operating the program.		
Components	Program	Organization
Early Childhood Education	Moorhead ECFE	ISD 152
Panret Education (and Interactive Literacy Activities)	Moorhead ECFE	ISD 152
Adult Education	Moorhead ABE	ISD 152
Identify and describe below how each program or organization will coordinate or integrate with the Even Start program. Continuation grant applicants only need to identify any significant changes from the most recent competitive grant application.		
Program	Organization	Description of Coordination
Title I Part A		
Early Reading First / Reading First		
Other programs authorized by the Elementary and Secondary Educ. Act		
Programs for low-income children (Head Start, School Readiness)		
Parenting education programs such as ECFE		
Adult Basic Education		
Libraries		
Voluntary literacy programs		
Institutions of higher education		
Other school district or community-based programs, services and organizations		
Briefly describe how the project will coordinate and integrate all of the above resources into a cohesive family literacy program.		

Even Start Family Literacy Grant Application

2006-2007

PROGRAM DESIGN SCHOOL YEAR

Complete one page for each program design – service schedules and location(s) for a group of families. If more than one page is needed, copy and insert additional pages. Attach a copy of the project's proposed program calendar identifying all dates when services will be offered. Enrollment for parents and each child age group should reflect the anticipated number who could attend on a daily basis.

Primary Location including Address & City
Probstfield Early Learning Center
2410 14th St. S. Moorhead, MN

Secondary Location for the same families if applicable

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	Other (specify)	Planned Daily Enrollment
PARTICIPANTS	Daily Schedule: Start and End Times					
Parents	-	8:30-2:30	8:30-2:30	8:30-2:30	-	20
Children – ages: 6 weeks-3 years	-	8:30-2:30	8:30-2:30	8:30-2:30	-	17
Children – ages: 3 and 4 year olds (Head Start)	8:00-2:30	8:00-2:30	8:00-2:30	8:00-2:30	-	10
Children – ages: Kindergarten		8:30-11:30	8:30-11:30	8:30-11:30	-	10
PARENT INSTRUCTION	Daily Hours					Weekly Hours
Adult Literacy / Education		4	4	4		12
Parent Education		1	1	1		3
Interactive Literacy		1	1	1		3
CHILD INSTRUCTION	Daily Hours (include Interactive Literacy, do not include naptime)					Weekly Hours
Children – ages: : 6 weeks-3 years		5	5	5		15
Children – ages: 3 and 4 year olds (Head Start)	5.5	5.5	5.5	5.5		22
Children – ages: Kindergarten		3	3	3		9

Start Date: September 19, 2006

End Date: May 24, 2007

Total School Year Days Offered: 90

Home Visits Per Family: 5 plus 3 Head Start home visits

Ave. Hours Per Home Visit: 1.5

Total School Year Hours Offered Per Family: 547.5

Clarification of schedule, including other activities not reflected in the above schedule:

SUPPORT SERVICES	Explanation
Transportation	X Even Start, ABE, and ECFE funds will be matched by MetroCOG to provide transportation for the families. Partners in Learning routes will be integrated with the Early Intervention routes to reduce costs.
Child Care / Sibling Care	X Head Start is the educational component for 3 and 4 year olds. Children birth -3 are taught and cared for by the Even Start staff. School age children receive Title 1 summer school services part day, and Partners in learning provides literacy based activities for the remainder of the time their parents are in class.
Other Food Services	X Breakfast and lunch are provided for families through ISD 152 Food Services. All current families are eligible for free and reduced rates. At intake, Even Start staff assist parents with the application.
Other	

Even Start Family Literacy Grant Application					2006-2007	
PROGRAM DESIGN - SUMMER						
Complete one page for each program design – service schedules and location(s) for a group of families. If more than one page is needed, copy and insert additional pages. Attach a copy of the project's proposed program calendar identifying all dates when services will be offered. Enrollment for parents and each child age group should reflect the anticipated number who could attend on a daily basis.						
Primary Location including Address & City Probstfield Early Learning Center 2410 14 th St. S. Moorhead, MN				Secondary Location for the same families if applicable		
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	Other (specify)	Planned Daily Enrollment
PARTICIPANTS	Daily Schedule Start and End Times					
Parents	-	8:30-2:30	8:30-2:30	8:30-2:30	-	20
Children – ages: 6 weeks-3 years	-	8:30-2:30	8:30-2:30	8:30-2:30	-	17
Children – ages: 3 and 4 year olds (Head Start)	8:00-2:30	8:00-2:30	8:00-2:30	8:00-2:30	-	10
Children – ages: Kindergarten	-	8:30-11:30	8:30-11:30	8:30-11:30	-	10
PARENT INSTRUCTION	Daily Hours					Weekly Hours
Adult Literacy / Education		4	4	4		12
Parent Education		1	1	1		3
Interactive Literacy		1	1	1		3
CHILD INSTRUCTION	Daily Hours (include Interactive Literacy; do not include naptime)					Weekly Hours
Children – ages: 6 weeks-3 years		5	5	5		15
Children – ages: 3 and 4 year olds (Head Start)	5.5	5.5	5.5	5.5		22
Children – ages: Kindergarten		3	3	3		9
Start Date: June 12, 2007		End Date: July 26, 2007		Total Summer Days Offered: 15		
Home Visits Per Family: 1		Ave. Hours Per Home Visit: 1.5		Total Summer Hours Offered Per Family: 91.5		
Clarification of schedule, including other activities not reflected in the above schedule: Summer programming remains the same as the school year. School age children attend Title 1 Summer School ½ days at a local grade school. The children are bussed to Probstfield to join their families for lunch, and a part-time staff member funded by Partners in Learning provides afternoon literacy activities. Families receive 1 of the 6 yearly home visits during the summer months.						
SUPPORT SERVICES	Explanation					
Transportation	X	Even Start, ABE, and ECFE funds will be matched by MetroCOG to provide transportation for the families. Partners in Learning routes will be integrated with the Early Intervention routes to reduce costs.				
Child Care / Sibling Care	X	Head Start is the educational component for 3 and 4 year olds. Children birth -3 are taught and cared for by the Even Start staff. School age children receive Title 1 summer school services part day, and Partners in learning provides literacy based activities for the remainder of the time their parents are in class.				
Other Food Services	X	Meals are provided for families through a local caterer. Food costs continue to be reimbursed through the Free and Reduced lunch program for eligible families.				
Other						

Even Start Family Literacy Grant Application		2006-2007
INSTRUCTIONAL PROGRAM		
Briefly describe the curriculum and instructional strategies used for each service below (Continuation grant applicants only need to identify significant changes from the most recent competitive grant application.). If using a formal curriculum, identify the name of the curriculum(s) in the space provided.		
ADULT LITERACY / EDUCATION	<i>No changes</i>	
Curriculum Name:		
PARENT EDUCATION	<i>No changes</i>	
Curriculum Name:		
PARENT CHILD INTERACTIVE LITERACY	<i>No changes</i>	
Curriculum Name:		
INFANT-TODDLER EDUCATION (if applicable)	<i>No changes</i>	
Curriculum Name:		
PRESCHOOL EDUCATION (if applicable):	<i>No changes</i>	
Curriculum Name:		
SCHOOL-AGE EDUCATION (if applicable):	<i>No changes</i>	
Curriculum Name:		
HOME BASED INSTRUCTION	<i>No changes</i>	
Curriculum Name:		

Even Start Family Literacy Grant Application	2006-2007
FAMILY PARTICIPATION	
Competitive grant applicants must complete all sections below. Continuation grant applicants only need to identify significant changes in Family Participation strategies and methods from the most recent competitive grant. All must complete Staff Training and Supervision sections	
Identify strategies and activities for identification and recruitment of families most in need of services. <i>No changes</i>	
Identify methods to assess and criteria to select individual families for priority in being enrolled. <i>No changes</i>	
Identify methods to screen and prepare participants for full participation in program services. <i>No changes</i>	
Identify methods to serve individuals with special needs including: individuals with limited English proficiency and individuals with disabilities. <i>No changes</i>	
Identify methods to encourage participants to maintain regular attendance and remain in the program a sufficient time to meet program goals. <i>No changes</i>	
Identify the methods to ensure that individuals will retain and improve their educational outcomes as they leave the program. <i>No changes</i>	
STAFF TRAINING	
Briefly describe the plan for on-site and off-site activities to assist staff in developing and improving necessary skills. 1. Partners in Learning July retreat for all staff 2. Even Start/ECFE/School Readiness/ABE staff development opportunities sponsored by MDE 3. State Family Literacy Conference 4. NAYC Conference in Mahanomen, MN 5. Local Head Start training, community agency workshops, and ISD 152 staff development opportunities 6. ABE and ECFE staff meetings and regional trainings	
STAFF SUPERVISION, SUPPORT AND PROGRAM MANAGEMENT	
Briefly describe the organizational structure for project supervision, support and management and the process for making and implementing fiscal and personnel decisions necessary to provide effective, high quality services. Partners in Learning is supervised by Kim Bushaw, ECFE Program Manager and Bonnie Herman, ABE program Manager. Fiscal and personnel decisions are made by the supervisors in conjunction with ISD 152 Human Resources and Fiscal managers. Tammy Schatz is the Program Coordinator who is responsible for the day-to-day operations of the program.	

Even Start Family Literacy Grant Application

2006-2007

STAFF QUALIFICATIONS

Complete the chart below including the project director and all staff members (teachers and paraprofessionals) who provide instruction as a part of the Even Start Family Literacy project regardless of how each position is funded. If more than one page is needed, copy and insert additional pages. Only changes have been listed

[illegible]

Even Start Family Literacy Grant Application							2006-2007	
PROJECT BUDGET								
Identify all project costs and contributing resources including both cash and in-kind, fairly evaluated.								
Budget Items	Federal Even Start Share	Co-Applicant	Title I	ABE	ECFE	Other School District Resources*	Other Community Resources**	Total Budget
Director / Coordinator Staff	4,171	24,354		17,680	17,680			63,885
Instructional Professionals	86,205	62,516					840	149,561
Instructional Paraprofessionals	25,417			8,637	8,637		8,834	51,525
Support Service Staff	1,666			3,278	702	4,782		10,428
Other							22,584	22,584
Fringe	15,269	17,374		3,847	3,512	621	4,193	44,816
SALARY AND FRINGE Total	132,728	104,244		33,442	30,531	5,403	36,451	342,799
CONSULTANT / CONTRACTED SERVICES professional or technical services such as trainers, evaluation, translation/interpretation, vehicle lease, maintenance agrmt.		7,500	500					8,000
TRAINING costs for staff training and networking activities including registration, mileage, meals, accommodations, etc.		4,500	500	3,327	3,327			11,654
TRAVEL / TRANSPORTATION travel costs other than training such as staff mileage for home visits, participant transportation to and from program, etc.	4,272		1,000	2,000	2,000		8,200	17,472
EQUIPMENT items that have an acquisition cost of at least \$5,000 per unit and a useful life of at least one year.								
OFFICE EXPENSES non-instructional operating costs such as rent, utilities, phone, office supplies, copying, printing, postage, etc.		27,199		3,610	5,340			36,149
PROGRAM EXPENSES instructional operating costs inc. curriculum materials, supplies		7,680		2,500	3,000			13,180
OTHER EXPENSES costs not categorized in another line item.								
TOTALS	137,000	151,123	2,000	44,879	44,198	5,403	44,651	429,254
*Other School District Resources: Identify each source and total contribution, cash or in-kind.				**Other Community Resources: Identify each substantial source and contribution, cash or in-kind.				
ISD 152 Food Service, Human Resources, Accounting, Payroll,		5,403	America Reads students					22,129
Custodial, Community Education Clerical support			Giving + Learning Volunteers					3,240
			MetroCOG Transportation Matching funds					8,200
			CEP(para), Public Health, U of M Extension					10,891

		2006-2007		
BUDGET JUSTIFICATION				
Provide calculations, including unit costs where applicable, to support how the line item total was determined.				
Detailed Line Item	Calculations	Federal Share	Local Share	Total Budget
Salary (include FTE and position)	Even Start	117,459	180,524	297,983
	4 instructors (ABE, ESL, Parent Ed., Early Childhood) .5 FTE each \$24.67/hr. 7.2 hours/day + 15 min. debrief/day X 105 days.			
	Home visits(6 per family)X 20 families X \$83.62/visit.			
	Conferences and workshops \$81/day			
	3 paraprofessionals .4 FTE \$13.32/hr 6 hrs per day 105 days			
	1 coordinator .2 FTE 7.5 hrs per week \$16.36 per hr.			
	1 lunch room aid .1 FTE 2 hrs./day @ \$8.00 X 105 days			
Taxes		8,985	13,810	22,795
Benefits	TRA, PERA, Workers Comp., TSA	6,284	15,737	22,021
	Salary & Fringe Total	132,728	210,071	342,799
Evaluation Contract				
Transportation Contract				
Translation/Maint Agreements			8,000	8,000
	Consultant / Contracted Services Total		8,000	8,000
Registration			1,900	1,900
Mileage (to training)			5,754	5,754
Meals/Lodging			4,000	4,000
	Training Total		11,654	11,654
Local Staff Travel				
Out-Of-Area Travel				
Child Transportation	\$166/day X 105 days	4,272	13,200	17,472
	Travel / Transportation Total	4,272	13,200	17,472
	Equipment over \$5,000 Total			
Space			10,680	10,680
Phone			550	550
Office Supplies			22,119	22,119
Copying			1,000	1,000
Postage			400	400
Technology Access			1,400	1,400
	Office Expenses Total		36,149	36,149
Curriculum				
Educational Supplies			13,180	13,180
Parent Activities				
	Program Expenses Total		13,180	13,180

	Other Expenses Total			
TOTAL DIRECT EXPENSES		137,000	292,254	429,254

Attachment B
Terms of Payment

1. Upon execution of the grant contract, grantee shall receive a cash advance of 10% of the total grant award.
2. Subsequent payments shall be made to the grantee upon submission of financial reports as prescribed by the State indicating actual expenditures incurred by the grantee. Grantee shall be allowed to submit expenditure reports monthly if needed.
3. Budget revisions must be requested in writing in the format prescribed by the State and approved by the authorized representative before obligation in excess of 10% or \$200 (whichever is greater) of approved budget line items may be incurred.
4. The sum equal to 10% of the total grant award will be held until receipt and approval of the final financial and program report outlining actual expenditures incurred and services provided. Grantee shall submit a final expenditure report no later than 45 days after the end of the grant contract.



Department of Human Resources
Moorhead Area Public Schools

Memo HR.07.052

TO: Dr. Larry Nybladh, Superintendent
FROM: Ron Nielsen, Director of Human Resources
DATE: November 6, 2006
RE: Resignations

The administration request the approval of the resignation of the following people:

Erika Cantu Paraprofessional, Ellen Hopkins Elementary, effective October 27, 2006
Kevin Mathison Custodian, High School, effective November 3, 2006.
Paul Hoefer Paraprofessional, Horizon Middle School, effective November 1, 2006.
Jacob Welch Web Developer/Programmer, Probstfield Center for Education, effective December 8, 2006.
Sue Nichols Crossing Guard, S.G.Reinertsen Elementary, effective November 10, 2006.

SUGGESTED RESOLUTION: Move to approve the resignation of Erika Cantu, Kevin Mathison, Paul Hoefer, Jacob Welch and Sue Nichols as presented.



Department of Human Resources
Moorhead Area Public Schools

Memo **HR.07.051**

TO: Dr. Larry Nybladh, Superintendent

FROM: Ron , Director of Human Resources

DATE: November 6, 2006

RE: Retirement

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

Judi Ritterman Media Assistant, Ellen Hopkins Elementary, effective December 22, 2006.

SUGGESTED RESOLUTION: Move to accept the retirement of Judi Ritterman as presented.



Department of Human Resources
Moorhead Area Public Schools

Memo **HR.07.049**

TO: Dr. Larry Nybladh, Superintendent
FROM: Ron Nielsen, Director of Human Resources
DATE: November 6, 2006
RE: Family/Medical Leave

The administration requests Family/Medical Leave for the following people:

Dana Sande Supervisor of Online Planning & Assessment, Probstfield Center for Education,
effective November 14, 2006 for an undetermined amount of time.

SUGGESTED RESOLUTION: Move to approve the Family/Medical Leave for Dana Sande
pursuant to Article IV, Section 3. of the Non-Aligned contract.



Department of Human Resources
Moorhead Area Public Schools

Memo HR.07.050

TO: Dr. Larry Nybladh, Superintendent

FROM: Ron Nielsen *RN* Director of Human Resources

DATE: November 6, 2006

RE: New Employees

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

Greg Salvevold Head Baseball Coach, Senior High School, .100% Step 8, \$4,198.00 beginning with the 2006-2007 season. (Replaces James Hurley)

Kathleen Shasky Paraprofessional, High School, B21 (0-2) \$12.65 per hour, 6.5 hours per day, effective October 30, 2006. (Replaces Jessica Swanson)

Marn Odden Paraprofessional, Partners in Learning, B21 (0-2) \$12.65 per hour, 6 hours per day, Tuesday thru Thursday, 31 weeks per year, effective November 28, 2006. (Replaces Valeria Zamarron)

SUGGESTED RESOLUTION: Move to approve the employment of Greg Salvevold, Kathleen Shasky and Marn Odden as presented.

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BOARD OF EDUCATION
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PROBSTFIELD CENTER FOR EDUCATION
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MEMBERS PRESENT: Karin Dulski, Lisa Erickson, Cindy Fagerlie, Mike Siggerud, Bill Tomhave, and Dr. Larry P. Nybladh.

MEMBERS ABSENT: Carol Ladwig and Kristine Thompson.

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

Chair Erickson appointed Cindy Fagerlie to serve as Clerk for the October 9, 2006 meeting.

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

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

WE ARE PROUD:

*** **We Are Proud** of Kim Koeck, adaptive physical education teacher at S.G. Reinertsen Elementary, for being selected as the recipient of the 2006 Allen Burton DAPE Leadership Award from the Minnesota DAPE Leadership Committee. The award honors and recognizes the outstanding efforts and contributions given to students with disabilities in the area of developmental adapted physical education by a teacher of elementary, secondary or higher education.

Koeck was honored for her contributions to students as well as her commitment to her colleagues and future professionals by providing in-service training at state conferences and regional workshops. Koeck was recognized Sept. 28 at the annual DAPE conference.

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: None.

CONSENT AGENDA: Dulski moved, seconded by Tomhave, to approve the following items on the Consent Agenda:

Gift

Accept the donation of a cello valued at \$1,700 from Thomas Garrity, Minneapolis for use in the

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Moorhead High School orchestra program.

Resignations

Valeria Zamarron - Paraprofessional, Partners in Learning, effective October 12, 2006.

Lorraine Dukart - Food and Nutrition Server, High School, effective September 28, 2006.

Retirement

Linda Nistler - Paraprofessional, Hopkins Elementary, effective December 23, 2006.

Family/Medical Leaves

Bethany Schwab - Paraprofessional, High School, effective approximately October 28, 2006 for six weeks.

Grace Lopez - Paraprofessional, EIS, effective approximately, November 10, 2006 until December 18, 2006.

New Employees

Angela Reed - Food & Nutrition Server, High School, \$8.22 per hour, 2.75 hours per day, effective October 2, 2006. (Replaces Lorraine Dukart)

Julie Hestera - Food & Nutrition Server, Horizon Middle School, \$8.22 per hour, 2.75 hours per day, effective October 2, 2006. (Replaces Lora Hecker)

Kipper Rowland - Assistant Server, Robert Asp Elementary, \$9.32 per hour, 2.75 hours per day, effective October 2, 2006. (Replaces Marlys Winter)

Todd Lunde - Food & Nutrition Server, Hopkins Elementary, \$8.22 per hour, 2.75 hours per day, effective October 2, 2006. (Replaces Eng Nguyen)

Jose Rodriguez - Bus Driver, \$11.77 per hour, 4 hours per day, effective August 22, 2006. (Replaces 1/2 of Eileen Johnson)

Patrick Cassidy - Paraprofessional, High School, B21 (3) \$12.84 per hour, 6.5 hours per day, effective September 26, 2006. (Replaces Jennifer Peterson)

Minutes - Approve the September 11 and 25, 2006 regular meeting minutes as presented.

Claims - Approve the October Claims, subject to audit, in the amount of \$1,569,703.11.

General:	\$1,429,887.28
Food:	\$107,739.04
Community Service:	\$32,076.79

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TOTAL \$1,569,703.11

Motion carried 5-0.

SCHOOL BOARD/STAFF DIALOGUE

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

Service Learning - Service Learning Coordinator Anne Larson presented information from the Minnesota Department of Education on service learning and reported on current projects in the school district that use service learning strategies as a way to deepen understanding in content subject areas.

APPROVAL OF POLICY: Siggerud moved, seconded by Dulski, to approve the policy, School Board Conflict of Interest (205), as presented. Motion carried 5-0.

APPROVAL OF POLICY: Tomhave moved, seconded by Fagerlie, to approve the policy, School Board Code of Ethics (206), as presented. Motion carried 5-0.

APPROVAL OF POLICY: Dulski moved, seconded by Siggerud, to approve the policy, "We Are Proud" Guidelines (215), as presented. Motion carried 5-0.

APPROVAL OF POLICY: Tomhave moved, seconded by Fagerlie, to approve the policy, School District Administration (301), as presented. Motion carried 5-0.

APPROVAL OF POLICY: Fagerlie moved, seconded by Siggerud, to approve the policy, Employees as Vendors of School Supplies (445), as presented. Motion carried 5-0.

APPROVAL OF POLICY: Tomhave moved, seconded by Dulski, to approve the policy, Facility and Site Improvement and/or Development (701), as presented. Motion carried 5-0.

APPROVAL OF POLICY: Dulski moved, seconded by Fagerlie, to approve the policy, Severe Weather Related School Closings (711), as presented. Motion carried 5-0.

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APPROVAL OF POLICY: Siggerud moved, seconded by Tomhave, to approve the policy, School District Owned Vehicle Reservation (722), as presented. Motion carried 5-0.

REQUEST FOR ANNEXATION OF PROPERTY: Dulski moved, seconded by Tomhave, to approve the request for annexation of said property into the City of Moorhead as presented. Motion carried 5-0.

COMMITTEE REPORTS: Brief reports were heard regarding Ellen Hopkins' second annual science fair, upcoming Hopkins' school fall musical "101 Dalmatians", Robert Asp School PTAC, Clay County Joint Powers Committee, S.G. Reinertsen School PTAC, Indian Education Parent Committee, and Clay County Collaborative Executive Committee meetings.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Nybladh reported on a communication received from the Lakes Country Service Cooperative (LCSC) regarding a nomination notice for the annual board election. Nybladh noted there are four (4) four-year school district board member positions to be filled and one (1) two-year school district board member position to be filled. School Board members were asked to contact Chair Erickson or the Superintendent's Office if interested in running for a position on the LCSC Board of Directors. The nomination would need to be acted on at the October 23 School Board meeting as the deadline is October 31, 2006.

ADJOURNMENT: Hearing no objections, the Chair adjourned the meeting at 7:41 p.m.

Cindy Fagerlie, Clerk Pro-Tem

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MEMBERS PRESENT: Karin Dulski, Lisa Erickson, Cindy Fagerlie, Carol A. Ladwig, Mike Siggerud, Bill Tomhave, and Dr. Larry P. Nybladh.

MEMBERS ABSENT: Kristine Thompson.

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

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

APPROVAL OF AGENDA: Tomhave moved, seconded by Fagerlie, to approve the agenda as augmented. Motion carried 6-0.

WE ARE PROUD:

***** We Are Proud** of Moorhead High School students Andrew Chen, Nicholas Holschuh and Paul Lillehaugen for being named semifinalists in the National Merit Scholarship Program. Approximately 16,000 semifinalists were recognized this year. The nationwide pool of semifinalists, which represents less than one percent of U.S. high school seniors, includes the highest scoring entrants in each state. More than 1.4 million juniors in nearly 21,000 high schools entered the 2007 National Merit Program by taking the 2005 Preliminary SAT/National Merit Scholarship Qualifying Test.

Scholastically talented high school seniors named as semifinalists have an opportunity to continue in the competition for more than 8,000 Merit Scholarships awards that will be offered next spring. To continue, semifinalists must fulfill several requirements and advance to finalist standing, a prerequisite to being considered for a Merit Scholarship.

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: None.

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

RRALC Lease Agreement - Approve the four-year lease agreement with La Famiglia as presented.

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Family/Medical Leaves

Vicki Krenz - COTA, District wide, effective approximately February 12, 2007 to April 10, 2007.

Jeana Krabbenhoft - Paraprofessional, West Central Regional Juvenile Center, effective approximately March 28, 2006 for the rest of the school year.

Eric Stenehjerm - Teacher, High School, to begin approximately January 22, 2007 and ending February 2, 2007.

New Employees

Bryan Wirries - Food & Nutrition Server, High School/RRALC, \$8.22 per hour, 2.75 hours per day, effective October 9, 2006. (Replaces Angela Williams)

Armando Amaya - Food and Nutrition Server, Horizon Middle School, \$8.22 per hour, 2.75 hours per day, effective October 9, 2006. (Replaces Sheryl Emery)

Carlos Rada - Cafeteria Supervisor, Horizon Middle School, \$8.22 per hour, 2 hours per day, effective October 10, 2006. (Replaces Carlos Rada)

Kfayah Alniemy - Cafeteria Supervisor, Partners in Learning, \$8.22 per hour, 2 hours per day, effective October 3, 2006. (Replaces Maryam Yousif)

Diane Sistad - Cafeteria Supervisor, Ellen Hopkins Elementary, \$8.22 per hour, 2 hours per day, effective October 16, 2006. (Replaces Tanya deMontigny)

Statement of Assurance of Compliance - Approve the Statement of Assurance of Compliance with State and Federal Law Prohibiting Discrimination.

Motion carried 6-0.

APPROVAL OF POLICY: Tomhave moved, seconded by Dulski, to approve the policy, Purchase Order Management (821), as presented. Motion carried 6-0.

APPROVAL OF POLICY: Fagerlie moved, seconded by Ladwig, to approve the policy, Payroll Employment (822), as presented. Motion carried 6-0.

LAKES COUNTRY SERVICE COOPERATIVE (LCSC) ELECTION NOMINATION:

Siggerud moved, seconded by Dulski, to approve the nomination of Bill Tomhave to run for a position on the Lakes Country Service Cooperative Board of Directors. Motion carried 5-1; Tomhave abstaining.

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CLAY COUNTY COLLABORATIVE AGREEMENT: Dulski moved, seconded by Tomhave, to approve the Clay County Collaborative Agreement as presented. Motion carried 5-1; Fagerlie abstaining.

CHAINSAW PLANNING: Dr. Nybladh presented an update regarding the status of the Chainsaw Planning project. Chainsaw Planning is a bottom-up process that begins with input from the individual stakeholders and moves up to the final strategic plan approved by the School Board. The process is designed to be efficient and allow school districts to focus on continuous improvement efforts. Dr. Miles met with Cabinet members this fall to lead them through the process. In January, Cabinet members will lead the Chainsaw Planning process for their buildings or departments. School Board members and administration will schedule a work session in February to finalize the project.

The meeting recessed at 7:36 p.m.; the Chair reconvened the meeting at 7:43 p.m.

2005-2006 AUDIT REPORT: Brian Stavenger, Eide Bailly LLP, presented the District's Comprehensive Annual Financial Report for the year ending June 30, 2006 and reported the results of the annual audit.

Siggerud moved, seconded by Fagerlie, to accept the 2005-2006 Comprehensive Annual Financial Report as presented. Motion carried 6-0.

COMMITTEE REPORTS: A brief report was heard regarding the Community Education Advisory Council meeting.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: None.

ADJOURNMENT: Hearing no objections, the Chair adjourned the meeting at 8:18 p.m.

Carol Ladwig, Clerk



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.049

TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
DATE: November 6, 2006
RE: Youth Commission Before and After School Program Update

Since the 2004-2005 school year, the Youth Commission has offered before and after school programming in all Moorhead Elementary Schools. The collaborative partnership between the Youth Commission and Moorhead Area Public Schools has provided a service to the youth and families of the school district.

Rob Kueneman, Executive Director of the Youth Commission will present information to the board regarding the before and after school programming offered in the elementary schools.

LAK/kmr
Attachment

Youth Commission Before & After School Program Update

Presented to:
Moorhead Public School
Board of Directors

Presented by:
Rob Kueneman
Executive Director
Youth Commission

November 13, 2006

About us....

- Mission Statement
 - "To provide programs and services to improve the life of school-age children and their families."
- Non-Profit Corporation
 - Serving the FM Area since 1972
 - Operating before and after school programs since 1986

Goals of the Program

- To provide, safe, convenient, and affordable care to families of school-age children, in order to reduce the number of children being left alone in their neighborhoods
- To provide services that will increase children's ability to be safe in their communities and homes
- To provide services that will give youth opportunities to build self-care, self-esteem and decision making skills; with the support of caring adults

Program Philosophy

- The Youth Commission provides opportunities for each child to utilize skills through structured play, hands-on experience, natural discovery and community activities. The working principle of the Youth Commission is to create an environment of choices that promotes decision making skills and increases self esteem.

Moorhead Program History

- Started in 2004-05 School Year
- Before and After School Programs offered at all Moorhead Elementary Schools
 - AM Program (6:45 am until school begins)
 - PM Program (after school until 6:00 pm)
- Summer Program offered at Ellen Hopkins Elementary

Elementary School Sites

- Robert Asp Elementary
- Ellen Hopkins Elementary
- S.G. Reinertsen Elementary
- All sites licensed childcare facilities through the MN Dept. of Human Services

Program Includes.....

- Daily Nutritious Snack
- Group Recreational Activities
- Arts & Crafts Activities
- Homework Assistance
- Reading Activities
- Board / Card Games
- Playground Activities
- Field Trips
- Optional All-Day Care (during school holidays)

Program Provides....

- Safe, convenient, place for children to go during the before and after school hours
 - Goal is to create a climate of warmth and acceptance for every child
- Positive Role Models for Children
 - Youth Workers that are majoring in child / youth related fields (i.e. Education / Child Development)
- Meaningful Activates for Children

Affordability

- Program design is very unique and affordable
- "Flexible Scheduling"
 - Scheduling is designed by the parents and billed accordingly
 - PAY ONLY FOR THE DAYS OF SCHEDULED ATTENDANCE
- Scholarship dollars available
 - Funded in part by the United Way of Cass-Clay
 - Approx. \$7,000 given to Moorhead participants
- Childcare financial assistance available through Clay County

Program Enrollment
Ellen Hopkins Elementary

- Capacity for 60 Children
- 2004-05 : 51 children enrolled
- 2005-06 : 66 children enrolled
- 2006-07 : 72 children enrolled
- Current waiting list

Program Enrollment
Robert Asp Elementary

- Capacity for 50 Children
- 2004-05 : 41 children enrolled
- 2005-06 : 57 children enrolled
- 2006-07 : 60 children enrolled
- Current waiting list

Program Enrollment
S.G. Reinertsen Elementary

- Capacity for 68 Children
 - Capacity was 34 in 04-05 & 05-06
- 2004-05 : 41 children enrolled
- 2005-06 : 40 children enrolled
- 2006-07 : 51 children enrolled
- NO current waiting list

Enrollment Summary

- All sites operating at or near capacity
- Currently serving 183 elementary aged children
- Enrollment has increased 35% since 04-05 school year

Moorhead Youth Center

- Former Moorhead Lincoln School
 - Purchased from Moorhead School District
- Provides before & after Kindergarten Childcare, with transportation
 - 32 children currently enrolled
- Provides all-day care on school holidays
- Summer day camp program
 - Transportation provided for Moorhead Park District Activities

Future Program Enhancements

- Kinderstreet Childcare Management software program
 - Convenient on-line access to children's records and communications for parents
 - Enhance the safety of child tracking and scheduling
- Automatic account payment options
 - Provides convenience for parents

THANK YOU

The Youth Commission is extremely proud to be a collaborative partner of the Moorhead School District. We feel that the before & after school childcare programs are a great success and provide a great service to elementary aged children and their families of the Moorhead community. We look forward to a continued and successful collaboration.
THANK YOU!!!



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.051

TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
DATE: November 8, 2006
RE: Enrollment Projections

Attached are the enrollment projections based on the November 1, 2006 actual enrollment. A presentation will be made to the board regarding the projections for student enrollment in the next five years.

This information provides a basis for the staffing and structure within the school district. As a part of planning, different scenarios were compared. The increase of 143 students over projections from last year has been a change from the past history of declining enrollment. The number of students on November 1, 2006 represents a 129 student increase over the number of students last year on November 1.

There are variables that will need to be considered in future planning. Those variables will be discussed with the board at the meeting with the presentation and further consideration of the data.

The largest enrollment continues to be at the secondary level with 463 students in the district ninth grade. The smallest class is the third grade class with 359 students. The kindergarten class is at 421, the sixth largest class in the district. This number provides a strong foundation for enrollment in the next few years.

LAK/kmr
Attachment

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MOORHEAD AREA PUBLIC SCHOOLS COHORT PROJECTIONS

NOVEMBER 2005

November-06	Weighted Average											Variance between Actual and Projected	
ACTUAL ENROLLMENT	PROJECTED ENROLLMENT												
	01/02	02/03	03/04	04/05	05/06	06/07	07/08	08/09	09/10	10/11	11/12	Nov. 05 Projections	
Kindergarten	371	363	337	403	378	421	410	400	400	400	400	390	31
Grade 1	419	368	354	353	411	401	434	423	412	412	412	381	20
Grade 2	356	405	361	357	360	414	403	436	425	414	414	411	3
Grade 3	401	345	406	351	368	359	414	403	436	425	414	359	0
Grade 4	432	397	337	388	359	380	360	416	405	438	427	364	16
Grade 5	393	442	409	340	391	372	388	368	424	413	447	364	8
Grade 6	433	396	438	418	353	422	387	403	383	441	430	396	26
Grade 7	459	438	414	444	419	367	432	396	413	392	452	359	8
Grade 8	425	446	431	413	446	431	369	434	398	415	394	415	16
Grade 9	464	436	451	444	438	463	447	383	451	413	431	462	1
Grade 10	460	471	433	487	446	430	468	452	387	456	418	447	-17
Grade 11	464	460	474	420	461	460	426	464	448	384	452	434	26
Grade 12	437	458	462	458	422	461	457	424	461	446	382	456	5
Grades K-4	1979	1878	1795	1852	1876	1975	2021	2078	2078	2090	2068	1905	70
Grades K-5	2372	2320	2204	2192	2267	2347	2409	2446	2502	2503	2515	2269	78
Grades K-6	2805	2716	2642	2610	2620	2769	2796	2849	2885	2944	2945	2665	104
Grades 1-3	1176	1118	1121	1061	1139	1174	1251	1262	1273	1252	1241	1151	23
Grades 4-6	1258	1235	1184	1146	1103	1174	1135	1187	1212	1292	1303	1124	50
Grades 5-6	826	838	847	758	744	794	775	772	807	854	877	760	34
Grades 6-8	1317	1280	1283	1275	1218	1220	1188	1234	1194	1248	1275	1170	50
Grades 7-8	884	884	845	857	865	798	801	830	811	807	845	774	24
Grades 7-12	2709	2709	2665	2666	2632	2612	2600	2553	2559	2505	2528	2573	39
Grades 9-12	1825	1825	1820	1809	1767	1814	1799	1723	1748	1699	1682	1799	15
Grades K-12	5514	5425	5307	5276	5252	5381	5396	5402	5444	5449	5472	5238	143
Increase/Decline Percent		-89	-118	-31	-24	129	15	6	42	6	23		
		-2.14%	-0.57%	-0.45%		2.45%	0.29%	0.11%	0.77%	0.11%	0.42%		