



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

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5-M9-BOS.
8 Jan 2007

INDEPENDENT SCHOOL DISTRICT #152

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

January 8, 2007

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. 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 School 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

SCHOOL BOARD AGENDA - January 8, 2007
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School 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, School Board member inquiries on consent agenda items are to be made directly to the district administration prior to the time of the meeting.

- A. TEACHING/LEARNING MATTERS - Kovash
 - (1) Approval of Contract Renewal - Pages 10-13
 - (2) Approval of Gifts - Pages 14-15
- B. BUSINESS SERVICE MATTERS - Weston
 - (1) Approval of Collection of NSF Checks - Page 16
- C. HUMAN RESOURCE MATTERS - Nielsen
 - (1) Approval of Extension of Other Leave - Page 17
 - (2) Approval of Resignations - Page 18
 - (3) Approval of Termination - Page 19
 - (2) Approval of New Employees - Pages 20-21
- D. SUPERINTENDENT MATTERS - Nybladh
 - (1) Approval of December 11, 2006 Regular Meeting Minutes - Pages 22-25
 - (2) Approval of January Claims

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

Moved by _____ Seconded by _____
Comments _____

3. **ORGANIZATION OF THE SCHOOL BOARD:** Erickson

A. Election of Officers:

Chairperson -
Vice-Chair -
Clerk -
Treasurer -

SCHOOL BOARD AGENDA - January 8, 2007

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Suggested Resolution: Move to nominate the following slate of officers for the one-year term (2007) on the Moorhead School Board, and cast a unanimous ballot by acclamation:

Moved by _____ Seconded by _____
Comments _____

C. Committee Assignments

Suggested Resolution: Move to approve the committee assignments as determined.

Moved by _____ Seconded by _____
Comments _____

4. SCHOOL BOARD/STAFF DIALOGUE: Kovash

(This section is an effort on the part of the School 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.)

Compensatory Programs and ESL Program Accountability - Kovash
Pages 26-31

5. 2006-2007 CALENDAR REVISIONS: Kovash
Pages 32-33

Suggested Resolution: Move to accept the changes to the 2006-07 school calendar as presented.

Moved by _____ Seconded by _____
Comments _____

6. APPROVAL OF POLICY: Nybladh
Pages 34-35

SCHOOL BOARD AGENDA - January 8, 2007

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Suggested Resolution: Move to approve the policy, School Board Member Development (203), as presented.

Moved by _____ Seconded by _____
Comments _____

7. **APPROVAL OF POLICY:** Nybladh
Pages 36-38

Suggested Resolution: Move to approve the policy, Out-of-State Travel by School Board Members (216), as presented.

Moved by _____ Seconded by _____
Comments _____

8. **APPROVAL OF POLICY:** Nielsen
Pages 39-42

Suggested Resolution: Move to approve the policy, Grievance Procedures for Equal Opportunity (402), as presented.

Moved by _____ Seconded by _____
Comments _____

9. **APPROVAL OF POLICY:** Nielsen
Pages 43-44

Suggested Resolution: Move to approve the policy, Employment Disability Nondiscrimination (404), as presented.

Moved by _____ Seconded by _____
Comments _____

10. **APPROVAL OF POLICY:** Nielsen
Pages 45-47

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Suggested Resolution: Move to approve the policy, Employment of Faculty and Staff (410), as presented.

Moved by _____ Seconded by _____
Comments _____

11. **APPROVAL OF POLICY:** Nielsen
Pages 48-49

Suggested Resolution: Move to approve the policy, Veteran's Preference Hiring (411), as presented.

Moved by _____ Seconded by _____
Comments _____

12. **APPROVAL OF POLICY:** Nielsen
Pages 50-52

Suggested Resolution: Move to approve the policy, Employee License Status (412), as presented.

Moved by _____ Seconded by _____
Comments _____

13. **APPROVAL OF POLICY:** Nielsen
Pages 53-54

Suggested Resolution: Move to approve the policy, School District Evaluation of Personnel (470), as presented.

Moved by _____ Seconded by _____
Comments _____

14. **APPROVAL OF POLICY:** Kovash
Pages 55-57

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Suggested Resolution: Move to approve the policy, Students in Homeless Situations (514), as presented.

Moved by _____ Seconded by _____
Comments _____

15. **APPROVAL OF POLICY:** Kovash
Pages 58-62

Suggested Resolution: Move to approve the policy, Notification to Staff Regarding Placement of Students with Violent Behaviors (555), as presented.

Moved by _____ Seconded by _____
Comments _____

16. **APPROVAL OF POLICY:** Kovash
Pages 63-66

Suggested Resolution: Move to approve the policy, Title 1 Policy Governing Parental Involvement (607), as presented.

Moved by _____ Seconded by _____
Comments _____

17. **APPROVAL OF POLICY:** Kovash
Pages 67-69

Suggested Resolution: Move to approve the policy, Public Solicitation in Moorhead Area Public Schools (906), as presented.

Moved by _____ Seconded by _____
Comments _____

18. **APPROVAL OF POLICY:** Kovash
Pages 70-72

SCHOOL BOARD AGENDA - January 8, 2007

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Suggested Resolution: Move to approve the policy, Relations Between Nonpublic Educational Organizations and Moorhead Area Public Schools (920), as presented.

Moved by _____ Seconded by _____

Comments _____

19. APPROVAL OF MAJOR MAGNITUDE FIELD TRIP TO CHICAGO: Kovash

Pages 73-75

Suggested Resolution: Move to approve the Major Magnitude Field Trip for the Moorhead High School Speech and Theatre Department to Chicago, Illinois from April 12-15, 2007.

Moved by _____ Seconded by _____

Comments _____

20. SCHOOL BOARD WORK SESSION: Nybladh

Page 76

Suggested Resolution: Move to approve, Monday, April 23, 2007 at 4 p.m. to conduct a School Board work session related to the strategic planning initiative.

Moved by _____ Seconded by _____

Comments _____

21. BUILDING AND DISTRICT PROFILES: Kovash

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22. COMMITTEE REPORTS

23. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

24. ADJOURNMENT

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CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Ellen Hopkins School PTAC	January 9	6:30-8 pm	Media Center
Com Ed Advisory Council	January 9	7 pm	PCE
K-12 Prof Dev Before/After Schl	January 10		
Instr and Curr Adv Com	January 11	7 am	PCE
Early Childhood Adv Com	January 11	7 pm	PCE
K-12 Prof Dev Day/Martin Luther King Jr. Day	January 15	No School	
Policy Review Committee	January 15	7 pm	PCE
Interagency Early Interv Com	January 17	12 pm	FSC
End of 2nd Qtr/1st Semester	January 18		MHS
Health/Safety/Wellness Com	January 18	9:30 am	PCE
Supt's Advisory Council	January 18	7 pm	PCE
K-12 Prof Dev (am); Teacher Work Day (pm)	January 19		
School Board	January 22	7 pm	PCE
Basic Skills Test (Writing) (Gr 10/Retakes Grds 11-12)	January 23		MHS/RRALC
Activities Council	January 23	7 am	MHS Conf Rm
Technology Committee	January 23	3:45 pm	PCE
K-12 Prof Dev Before or After School	January 24		
Parent/Child Literacy Night	January 25	6-7:30 pm	PCE
Intergovernmental Retreat	January 26	9:45 am-6 pm	Marriott
Student Assistance Adv Com	January 29	3 pm	PCE
Kindergarten Registration	January 29-30		Elem Schools
Clay County Joint Powers Com	February 1	7 am	City Hall
Human Rights Committee	February 1	3:45 pm	PCE
Horizon Middle School PTAC	February 1	7 pm	Media Center
Junior Parent Night	February 1	7 pm	Auditorium
Robert Asp School PTAC	February 5	6:30 pm	Media Center
S.G. Reinertsen School PTAC	February 5	7 pm	Media Center
MHS PTAC	February 5	7 pm	Conf Rm

SCHOOL BOARD AGENDA - January 8, 2007**PAGE 9****CALENDAR OF EVENTS (Continued)**

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
MHS Reg for 8th Graders	February 5, 6 or 8	6 pm	New Commons
Continuing Educ Com	February 6	3:30 pm	PCE
Basic Skills Test Retakes (Math)	February 6		MHS/RRALC
MHS One-Act Play Performance	February 6	7 pm	Auditorium
K-12 Professional Development	February 7		
Before or After School			
Indian Educ Parent Com	February 7	5 pm	PCE
Instr and Curr Adv Com	February 8	7 am	PCE
Basic Skills Test Retakes (Rdg)	February 8		MHS/RRALC
Elementary Parent FYI Night	February 8	7 pm	Hopkins
Early Childhood Advisory Com	February 8	7 pm	PCE
School Board	February 12	7 pm	PCE
MHS Orchestra Concert	February 12	7:30 pm	Auditorium
Ellen Hopkins Schl PTAC	February 13	6:30 pm	Media Center
Com Ed Advisory Council	February 13	7 pm	PCE
Gr 8 Valentine's Concert (Band, Choir, Orchestra)	February 13	7:30 pm	Cafetorium



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.070

TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
DATE: Lakeland Mental Health Contract
RE: December 28, 2006

Attached is the renewal agreement with Lakeland Mental Health Center, Inc. and Moorhead Independent School District in cooperation with Clay County Department of Social Services to continue mental health services to students with severe emotional disabilities and their family as part of the Interagency Day Treatment Program known as "Outreach".

The renewal agreement, which covers the period from January 1, 2007 to December 31, 2007, is in the amount of \$728,656.00 in twelve equal payments of \$60,721.33 each. The entire cost of this program is paid with a combination of state aid, medical assistance funds and payment from Clay County Social Services. The renewal cost of the contract is the same amount as the January 2006 through December 2006 contract.

SUGGESTED RESOLUTION: Move to approve the January 1, 2007 to December 31, 2007 renewal agreement with Lakeland Mental Health Services and Clay County Social Services to continue mental health services to students and their families as part of the Clay County Outreach Treatment Program in the amount of \$728,656.00.

LAK/kmr
Attachment

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

THIS AGREEMENT is in force for a period from January 1, 2007 to December 31, 2007.

WITNESSETH

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

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

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

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

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

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

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

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

1. Licensed mental health professionals (approximately 3.5 FTE) will be employed by Lakeland Mental Health Center, Inc. for the length of the contract. Personnel will hold appropriate licensure issued by the Board of Teaching or the Commissioner of CFL for the necessary service for which they provide. If neither issues a license for the necessary service, the professionals will be members of good standing in their professional organization.
2. Mental Health Practitioner social workers (4.5 FTE) will be employed by Lakeland Mental Health Center, Inc. for the length of this contract.
3. Direct service will be provided each day school is in session, including the regular school year, Extended School Year and beyond. The student's IEP will document need for services, including need for extended school year.
4. Schedule flexibility will be allowed so that evening parent education and family services may be provided and the day treatment mental health component can be integrated, and coordinated with the educational component.
5. Services will consist of program development and implementation, including diagnostic assessments, treatment planning, individual and group counseling, parent education, family counseling, consultation, team meetings, report writing, and meeting other applicable policies and procedures of the Moorhead Independent School District #152, Clay County Department of Social Services and Lakeland Mental Health Center, Inc. The process of providing a service offered through this contractual agreement will be done as an IEP team decision function and not solely by a decision of a district or agency.
6. The mental health professionals will receive back-up clinical consultation from appropriate psychiatrists, psychologists, registered nurse and clinical social workers of Lakeland Mental Health Center, Inc.
7. Direct clinical time and direct administrative supervision will be provided by the Lakeland Mental Health Center staff.
8. The Moorhead Independent School District #152 agrees to provide the facility, including appropriate space for the provision of mental health including the services for children/families enrolled in the program. The classrooms and other facilities in which students receive instruction, related services and supplemental aids and services shall be essentially equivalent to regular education program, shall provide an atmosphere conducive to learning, and shall meet students' special physical, sensory and emotional needs.
9. In addition to the direct services expenses, the cost of the Interagency Day Treatment Program for Children, will include the clinical backup consultation for program staff at Lakeland Mental Health Center, Inc., therapy supplies and equipment, travel, postage and printing, secretarial expenses, maintenance/utilities, benefits and administrative expenses.

10. The Moorhead Independent School District #152 agrees to pay Lakeland Mental Health Center, Inc. \$728,656.00 in accordance with the following: Twelve equal payments of \$60,721.33 from January 2007 through December 2007.
11. The Moorhead Independent School District #152 will bill Lakeland Mental Health Center \$29,146.25 monthly from January 1, 2007 through December 31, 2007 for an estimated M.A. and other insurances collection for a total of \$349,755.00.
12. Lakeland Mental Health Center will bill Medical Assistance for each of the clients eligible for Medical Assistance, accepting Medical Assistance payment schedule as reimbursement for services rendered. Lakeland Mental Health Center will seek reimbursement from other sources only for those costs which are not covered by Medical Assistance, or for those individuals that are not M.A. qualified.
13. The Moorhead Independent School District #152 will collect from the Unique Learner's Section of the State Department of Education for an estimated \$378,901.00 in State reimbursement.
14. Clay County Social Services agrees to pay Lakeland Mental Health Center, Inc. \$51,000.00 for program costs for Day Treatment services.
15. Clay County Social Services agrees that any revenue generated over \$349,755.00 will be retained by Lakeland Mental Health Center, Inc. to support the costs for the program and support and enhance core services in Clay County. The specific dollar amounts and core services will be negotiated before this contract expires.
16. It is understood and agreed that in the event the reimbursement to Moorhead Independent School District #152, Lakeland Mental Health Center, Inc., and/or the County from State and Federal Sources is not obtained and continued at a level sufficient to allow for the purchase of the indicated quantity of Purchased Services, the obligations of each party hereunder shall thereupon be modified or terminated. If contract is modified or terminated, notification by the party seeking modification/termination must be served on all parties at least 60 days prior to proposed action.
17. The Director of Special Education for Moorhead Independent School District #152 shall be responsible for oversight of the contracted services when such services are being submitted for reimbursement for special education aids.

Chair, Board of Education
Moorhead Independent School District #152

Date

Donna Baker, Moorhead Site Director
Lakeland Mental Health Center, Inc.

Date

Rhonda Porter, Director
Clay County Social Services

Date



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.065

TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
DATE: December 14, 2006
RE: Donation

Horizon Middle School orchestra has received a donation of four beginner instruments from Target with an approximate value of \$600.

- 1 Violin and Bow – Gibson/Baldwin no serial number
- 1 Flute – Gibson/Baldwin serial number 84750105
- 1 Trumpet – Gibson/Baldwin serial number 32200105
- 1 Clarinet – Gibson/Baldwin serial number 84572905

The instruments would be used as replacement or emergency instruments or for students who financially are unable to purchase or rent their own instruments.

SUGGESTED RESOLUTION: Move to approve the donation of four instruments with an approximate value of \$600 from Target and direct administration to send a thank you note.

LAK/kmr



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.072

TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
DATE: December 28, 2006
RE: Donation

Moorhead Area Public Schools has received a donation of \$289.00 from Microsoft Matching Gifts Program. Daniel Specht, an employee of Microsoft, volunteered 17 hours as a classroom volunteer and Microsoft matches his volunteer time. The donation will be used for mathematics manipulatives.

SUGGESTED RESOLUTION: Move to accept the donation of \$289.00 from Microsoft Matching Gifts Program and direct administration to send a thank you card.

Microsoft Matching Gifts Program
PO Box 7405
Princeton, NJ 08543-7405

LAK/kmr



Department of Business Services
Moorhead Area Public Schools

Memo B.07.020

TO: Dr. Larry P. Nybladh, Superintendent

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

DATE: January 3, 2007

RE: NSF Checks

Request permission to write off the following NSF checks and submit them to the Red River Collection Agency.

On the General Account:

Sondra Gartner	\$20.00
Christine Willert	\$ 5.00
Christine Willert	\$13.00
Lisa Johnson	\$30.00
Donna Goehring	\$20.00
Pamella Quiggle	\$40.00
Bruce Vollmer	\$55.00
Lois Byland	\$13.00
Lois Byland	\$30.00
Trever Laidlaw	\$20.00

Total \$246.00

On the Activity Acct:

Michelle Ohren	\$20.00
Steven Hilgers	\$12.00
Ashley Schwartz	\$20.00
Kimberly Keldsen	\$18.00
Trever Laidlaw	\$ 8.00
Brandt Wolf	\$24.00

Total \$102.00

Suggested Resolution: Move to approve the collection of NSF checks listed above.

MLW:mde



Department of Human Resources
Moorhead Area Public Schools

Memo HR.07.060

TO: Dr. Larry Nybladh, Superintendent
FROM: Ron Nielsen, Director of Human Resources
DATE: January 3, 2007
RE: Other Leave (Extension)

The Administration requests an extension of Other Leave for the following person:

Gloria Crosby Paraprofessional, High School, effective January 3, 2007 through April 4, 2007.
Previous request was granted only until December 22, 2006.

SUGGESTED RESOLUTION: Move to approve the extension of Other Leave for Gloria Crosby pursuant to Article VII, Section 8 of the Paraprofessional Master Agreement.



Department of Human Resources
Moorhead Area Public Schools

Memo HR.07.061

TO: Dr. Larry Nybladh, Superintendent
FROM: Ron Nielsen, Director of Human Resources
DATE: January 3, 2007
RE: Resignation

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

William Otto	Busdriver, Transportation, effective December 19, 2006.
Stephany Smith	Food & Nutrition Server, Ellen Hopkins Elementary, effective December 11, 2006.

SUGGESTED RESOLUTION: Move to approve the resignation for William Otto and Stephany Smith as presented.



Department of Human Resources
Moorhead Area Public Schools

Memo HR.07.063

TO: Dr. Larry Nybladh, Superintendent
FROM: Ron Nelson, Director of Human Resources
DATE: January 3, 2007
RE: Termination

The administration requests the termination of the following person:

Aracely Moore Paraprofessional, West Central Juvenile Detention Center, effective
December 6, 2006.

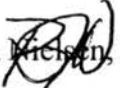
SUGGESTED RESOLUTION: Move to approve the termination of Aracely Moore as presented.



Department of Human Resources Moorhead Area Public Schools

Memo HR.07.000

TO: Dr. Larry Nybladh, Superintendent

FROM: Ron , Director of Human Resources

DATE: January 3, 2007

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.

Elizabeth Cruz	Paraprofessional, Ellen Hopkins Elementary, B21 (0-2) \$12.65 per hour, 6.5 hours per day, effective date January 3, 2007. (Replaces Erica Cantu)
Mary Ann Manning	Media Assistant, Ellen Hopkins Elementary, A12 (0-2) \$12.15 per hour, 4 hours per day, effective January 3, 2007. (Replaces Jeannie Morlock)
Ryan Lunser	Bus Driver, Transportation, \$11.77 per hour, 2 hours per day, effective December 13, 2006. (Replaces Jeremy Truscinski)
JoAnn Spiering	Secretary, Red River Area Learning Center, B21 (0-2) \$12.98 per hour, 8 hours per day, effective January 3, 2007. (Replaces Ann Krier & Kim Melander)
Brad Hintermeyer	Girls Swimming Coach, High School, .070 Step 3, \$2510.00, for the 2006-2007 season. (Replaces Danielle Templeton)
Ryan Hase	Application Systems Administrator, Probstfield Center for Education, B32 (7) \$18.79 per hour, 8 hours per day, effective January 8, 2007. (Replaces Dana Sande)
Terri Harrington	Food & Nutrition Server, Horizon Middle School, 2.75 hour per day, \$8.22 per hour, effective December 18, 2006. (Replaces Dianne Meader)

Donald Nissen	Lunchroom Supervisor, Robert Asp Elementary, 2.5 hours per day, \$8.22 per hour, effective December 19, 2006. (Replaces Brenda Rapske)
Jody Schwartz	Lunchroom Supervisor/Crossing Guard, Robert Asp Elementary, 5.5 hours per day, \$8.22 per hour, effective December 11, 2006. (Replaces Joyce Aaserud)
Lucas Cole	Lunchroom Supervisor, Horizon Middle School, 2 hours per day, \$8.22 per hour, effective December 4, 2006. (Replaces Elizabeth Vargas)

SUGGESTED RESOLUTION: Move to approve the employment of Elizabeth Cruz, Mary Ann Manning, Ryan Lunser, JoAnn Spiering, Brad Hintemeyer, Ryan Hase, Terri Harrington, Donald Nissen, Jody Schwartz, and Lucas Cole as presented.

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
PROBSTFIELD CENTER FOR EDUCATION
DECEMBER 11, 2006
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MEMBERS PRESENT: Karin Dulski, Lisa Erickson, Cindy Fagerlie, Carol 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 corrected.

APPROVAL OF AGENDA: Tomhave moved, seconded by Siggerud, to approve the agenda as corrected. Motion carried 7-0.

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: None.

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

Contract Renewal - Approve the contract between Moorhead Area Public Schools and Lakes & Prairies Community Action Partnership, Inc. for homeless school liaison services in the amount of \$25,200 for the 2006-07 school year. Services provide assistance with evaluating strengths and needs of homeless children and youth, referral services and access to coordinate services to homeless children and youth for social work, medical, dental, mental, and other health services. Services provided include an average of 20 hours per week.

Staff Development Grants - Approve the staff incentive grants for a total of \$39,116. Grantees will be notified and final reports will be submitted and reviewed by the Staff Development Committee before payments are made. Staff development incentive grant funding provides additional support to district and school goal areas.

Resignations

Jacob Welch - Web Developer/Programmer, Probstfield Center for Education, effective December 15, 2006. (Revised from December 8, 2006)

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
PROBSTFIELD CENTER FOR EDUCATION
DECEMBER 11, 2006
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Brenda Rapske - Cafeteria Supervisor, Robert Asp Elementary, effective December 18, 2006.
Joyce Aaserud - Cafeteria Supervisor/Crossing Guard, Robert Asp Elementary, effective December 8, 2006.

New Employees

Robert Byrd - Food & Nutrition Server, Horizon Middle School, 2.75 hours per day, \$8.22 per hour, effective November 27, 2006. (Replaces Armando Amaya.)
Judy Wiebesick - Paraprofessional, S.G. Reinertsen Elementary, 2.5 hours per day, \$9.18 per hour, effective November 27, 2006. (Replaces Jessica Swanson.)
Ashley Mekash - 7th Grade Basketball coach, Horizon Middle School, .050 Step 0, \$1,078.00, for the 2006-2007 season. (Replaces Jennifer Carlson.)
Amanda Henry - Paraprofessional, Ellen Hopkins Elementary, B21 (0-2) \$12.65 per hour, 6.5 hours per day, effective December 21, 2006. (Replaces Linda Nistler.)
Karen Trana - Paraprofessional, Horizon Middle School, B21 (0-2) \$12.65 per hour, 6.5 hours per day, effective December 4, 2006. (Position will be paid for by resident district 100%.)
Armando Flores - Paraprofessional, Red River Area Learning Center, B21 (7) \$13.60 per hour, 4 hours per day, effective November 20, 2006. (Replaces Aracely Moore)

Minutes - Approve the November 13 and 27, 2006 regular meeting minutes as presented.

Claims - Approve the December Claims, subject to audit, in the amount of \$1,025,099.30.

General:	\$907,785.79
Food:	\$87,364.54
Community Service:	\$29,448.97
Debt Service:	\$500.00
TOTAL	\$1,025,099.30

Motion carried 7-0.

SCHOOL BOARD/STAFF DIALOGUE

(This section is an effort on the part of the School 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.)

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
PROBSTFIELD CENTER FOR EDUCATION
DECEMBER 11, 2006
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Response to Intervention (RTI) Plan - Jill Skarvold, Director of Learner Support Services, provided information regarding the Response to Intervention (RTI) Plan developed in the elementary schools. Moorhead Area Public Schools received a substantial grant from the Minnesota Department of Education to implement the RTI process in the school district.

MINNESOTA K-12 ACADEMIC STANDARDS REQUIREMENTS: Kovash provided a presentation regarding the Minnesota K-12 Academic Standards requirements. The Minnesota Department of Education provided information regarding the Standards required state tests and graduation requirements. As the district continues to work toward improving curriculum and teaching strategies for all areas, it is important to note legislative changes and other requirements that affect students. Kovash also provided information related to the district's initiatives to continually align, evaluate and determine curriculum to meet all content areas.

2005-2006 ANNUAL REPORT ON CURRICULUM, INSTRUCTION AND STUDENT

ACHIEVEMENT UPDATE: Kovash provided information related to the updated 2005-2006 Annual Report on Curriculum, Instruction and Student Achievement. Although the MCA-II test data is not a required part of the report, it was determined that administration would update the report as the MCA-II data became available. The report has been updated and is available on the district's Web site.

2006 PAYABLE 2007 LEVY: Siggerud moved, seconded by Tomhave, to set the 2006 Payable 2007 Levy at \$8,104,415.81. The School Board Clerk is authorized to certify the proposed levy and send the original to the County Auditor of Clay County, Minnesota prior to December 28, 2006. Motion carried 7-0.

FIRST READING OF POLICIES: The School Board conducted a first reading on the following policies: School Board Member Development (203), Out-of-State Travel by School Board Members (216), Grievance Procedures for Equal Opportunity (402), Employment Disability Nondiscrimination (404), Employment of Faculty and Staff (410), Veteran's Preference Hiring (411), Employee License Status (412), School District Evaluation of Personnel (470), Students in Homeless Situations (514), Notification to Staff Regarding Placement of Students with Violent Behaviors (555), Title 1 Policy Governing Parental Involvement (607), Public Solicitation in Moorhead Area Public Schools (906), and Relations Between Nonpublic Educational Organizations and Moorhead Area Public Schools (920).

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
PROBSTFIELD CENTER FOR EDUCATION
DECEMBER 11, 2006
PAGE 4**

COMMITTEE REPORTS: Brief reports were heard related to the MSBA Delegate Assembly, Robert Asp School PTAC, Clay County Joint Powers Committee, Human Rights Committee, Superintendent's Advisory Council, Horizon Middle School PTAC, S.G. Reinertsen PTAC, and Indian Education Parent Committee.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Nybladh reported on recent communications from the Minnesota School Boards Association related to Mr. Siggerud attaining the Directors' Award for 2006-07. Siggerud completed 100 or more hours of attendance at MSBA- and NSBA-sponsored meetings and activities within a four-year period of time. Nybladh also reported that the Moorhead School Board received MSBA's District Award of Distinction. To achieve this award, a majority of the current board members would have to have received either the MSBA President's or Director's Award. All of MSBA's award winners will be honored at the Leadership Conference Recognition Luncheon on Thursday, January 11, 2007. Board members were asked to contact Michelle with their plans to attend the luncheon.

Siggerud commented on the need to study Parent/Teacher Advisory Committees in order to increase involvement in school buildings. Nybladh responded that that could be done formally through the strategic planning initiative process.

Thompson thanked Chair Erickson for her leadership as Chair for the past two years and added that she did a great job!

ADJOURNMENT: Hearing no objections, the Chair adjourned the meeting at 8:48 p.m.

Carol Ladwig, Clerk



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.071

TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
DATE: December 27, 2006
RE: Compensatory Programs and ESL Program Accountability

Sarah King, Program Manager will provide information to the board regarding compensatory programs. Sarah will also report to the board information regarding the recent state site review of the English as a Second Language (ESL) programs.

Attached is the power point presentation.

LAK/kmr
Attachment

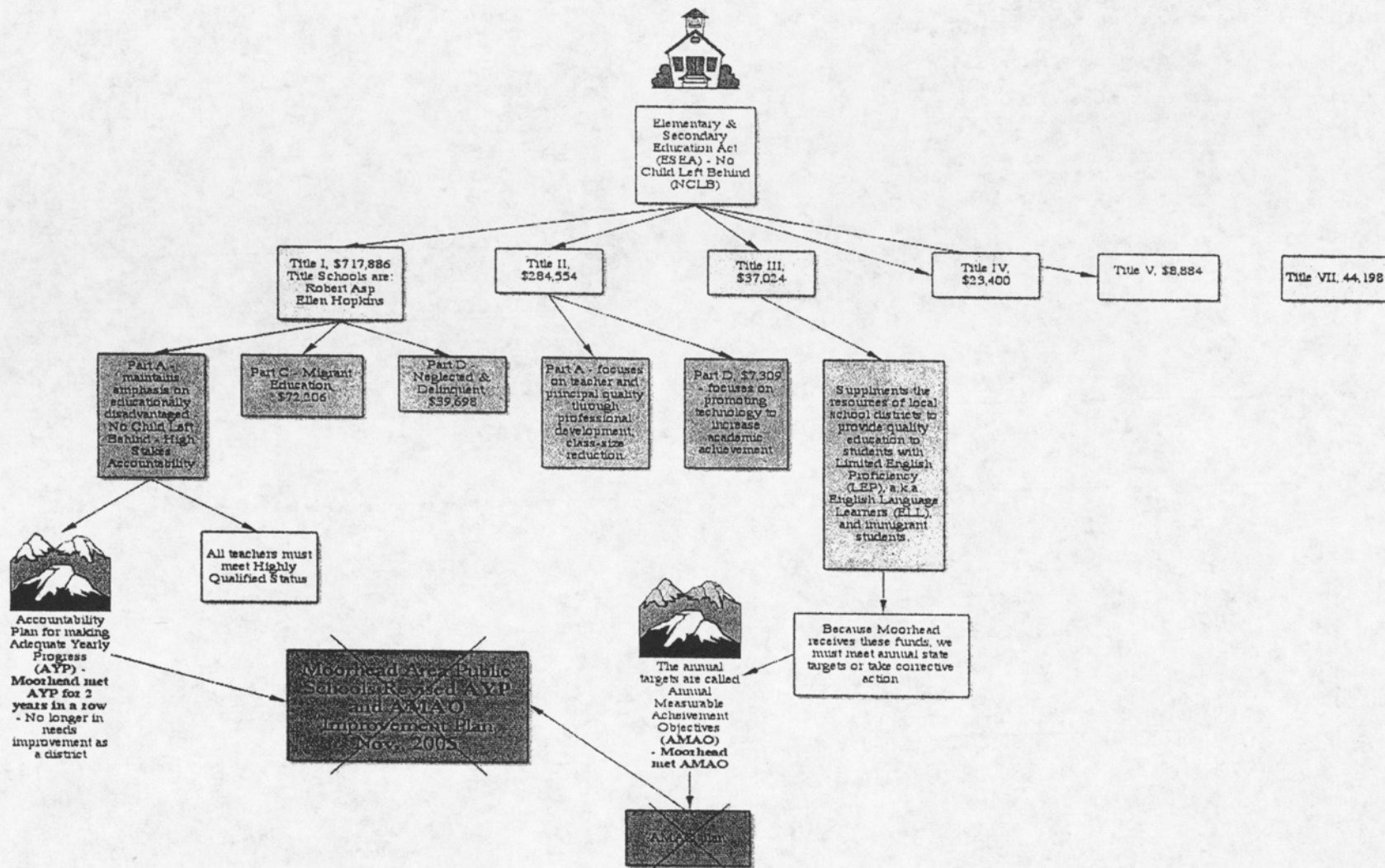


Compensatory Programs & ESL Program Accountability

Sarah King, Program Manager

12/27/06

COMPENSATORY PROGRAMS 2006-2007



12/27/06

Accountability Measure

AMAO
Annual Measurable
Achievement Objectives

12/27/06

3

AMAO must address.....

- ❖ English ability (measured by TEAE and MNSOLOM*)
 - ❑ District's progress and proficiency in reading, writing, speaking, listening and comprehension
- ❖ Content achievement (measured by MCA)
 - ❑ District's content ability in Reading and Math

* Test of Emerging Academic English (TEAE) & Minnesota Student Oral Language Observation Matrix (MNSOLOM)

12/27/06

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Progress, Proficiency, Content Ability

Progress (TEAE & MNSOLOM)	2003-2004 A A B*	2004-2005 A B A	2005-2006 A A A
Proficiency (TEAE & MNSOLOM)	B B B	A A A	A A A
Content Ability (MCA Reading & Math)	B B	S S (Safe Harbor)	S (math) A (reading)

Key:

A = above state target; B = below state target; S = AYP Safe Harbor conditions met

*Three letters indicate three cohorts: 0-2.99 yrs.; 3-5.9 yrs.; 6+ yrs. classified by district as ELL.

**One letter for Reading, second letter for Math

12/27/06

AYP and AMAO

- ❖ State Site Review of ELL Program:
 - ❑ Commendations:
 - Staff contribute to a positive school climate.
 - ESL teachers, liaisons, coordinator have knowledge and understanding of second language acquisition processes and issues.
 - District's office staff demonstrates a hospitable, inviting and inclusive environment to parents & community members.
 - District staff knowledgeable about the identification of ELLs.
 - District recognizes need for further program development to meet changing needs of the community served.

12/27/06

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• ELL Site Review continued:

■ Recommendations:

- Establish clear ELL identification, placement, exit and reclassification procedures based on assessment data.
- Conduct a review of the alignment of the program from grade to grade for consistency of services.
- Further articulate curricular progression from on proficiency level to the next. Consider ways to increase ESL support for beginning and intermediate students in the language of math, science and social studies.
- Establish district ELL leadership team to guide & review ELL program with regard to SMART goals.
- Coordinate professional development activities for all staff on instructional strategies, parent involvement and collaboration.
- Provide training to increase reliability in scoring the K-2 Reading and Writing Observational Matrix & MN SOLOM.

12/27/06

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• ELL Site Review Continued:

■ Further Action Required:

- Examine district translation practices when communicating with ELL parents, especially how assessment data is used for placement, progress, exit and reclassification of ELL.
- Develop uniform intake process to identify ELL, placement, exit and reclassification processes.
- All staff serving ELL and others must hold and/or have completed the HOUSSE process.
- District must annually notify ELL parents regarding the district's ESL program.
- District must ensure that appropriate documentation is provided for federally funded employees (Time & Effort record-keeping.)

12/27/06

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• ELL Site Review Continued:

■ Moorhead's Response

Critical Element 1 - The district must examine its translation practices when communicating with ELL parents, especially how assessment data is used to inform decisions regarding the placement, progress, exit, and reclassification of ELL.

- o It is planned that the Assistant Superintendent, Lynne Kovash, Program Manager, Sarah King and, Communications Coordinator, Pam Gibb, ESL Teacher representative, Home-School Liaison representative, and parent will meet annually to review school mailings, district web site, school calendar, etc. and determine translation practices for said documents. Immediately, the letter to ELL parents describing how assessment data is used to inform decisions regarding the placement, progress, exit, and reclassification of ELL will be available to parents in Spanish.

12/27/06

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- Critical Element 1- The district must develop a uniform intake process that includes identification, entrance, placement, exit and reclassification processes.

- o Currently, a team of educators (ESL, Title I and Special Education) are meeting monthly to create a tiered decision making process to further define holistic procedures to determine regular education supports for students. Within the structure from Tier I to Tier III, ESL and Title services based on draft entrance and exit criteria bear on the discussion. In conjunction to the ongoing work of the team, ESL teachers and Program Manager will review draft entrance and exit criteria to begin on Jan. 24, 2007. Specificity of entrance and exit based on assessment data from TEAE, MAP and curricular-based assessment, and informed by the team's discussion of the tiered level of services, will establish clearer identification, placement and exit criteria for Moorhead ELLs.

12/27/06

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- Critical Element 3 – The district must ensure that all staff serving ELL must hold appropriate licensure and/or have completed the HOUSSE process to be considered highly qualified under NCLB where applicable. Specific attention must be made toward all credit bearing coursework, elective and content area credits. Additionally, the district must articulate its graduation pathway and make this information accessible to all stakeholders.

- o The ELL teacher who holds HOUSSE documentation to teach science to ELLs has currently sent all required information to the MDE Teacher Licensing department for licensure to teach science at the Middle School level. She will then be highly qualified to teach science to any student at the Middle School level.

12/27/06

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- Critical Element 5 – The district must annually notify ELL parents regarding the district's ESL program as described in Title III guidelines.

- o The letter to ELL parents describing the ESL program as described in Title III guidelines has been sent in English and Spanish.

- Critical Element 6 – The district must ensure that appropriate documentation is provided for federally funded employees (time and effort record-keeping).

- o Time & Effort forms have been customized for employees for the 2006-2007 school year to reflect more accurately the employment roles they play in the district. Specifically, each employee paid for with federal funds, is named, budgetary code identified and duties described to more appropriately document their activities.

12/27/06

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Questions?



12/27/06

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Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.068

TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
DATE: December 28, 2006
RE: Calendar Revisions

The 2006-07 school calendar was approved at the March 13, 2006 school board meeting.
The following calendar revisions are recommended for change on the 2006-07 school calendar.

1. Changes in assessment.

- a. Reflect the name change as directed by the Minnesota Department of Education from the Test of Emerging Academic Mathematics (TEAM) to Mathematics Test for English Language Learners (MTELL)
- b. Delete Test of Emerging Academic English: Listening and Speaking (TEAELS) Testing Window – March 12 – 16
- c. Add March 12-16 Test of Emerging Academic English (TEAE) testing window and delete TEAE test from the April and May testing days.
- d. Correct grade levels for MCA-II Science Field Tests. (Grade levels for Science Field Tests were listed incorrectly on original calendar. The Science Field Tests will be taken by Grades 5, 8 and Moorhead High School.

2. Change regarding the before and after-school professional development times.

- a. Change the final before and after-school professional development session from April 4 to March 28.

SUGGESTED RESOLUTION: Move to accept the changes to the 2006-07 school calendar as presented.

LAK/kmr
Attachment

July 2006	August	September
3 4 5 6 7	1 2 3 4	1
10 11 12 13 14	7 8 9 10 11	(4) 5 6 7 8
17 18 19 20 21	14 15 16 17 18	11 12 13 14 15
24 25 26 27 28	21 22 23 24 25	18 19 20 21 22
31	28 29 30 31	25 26 27 28 29
October	November	December
2 3 4 5 6	1 2 3	1
9 10 11 (12) (13)	6 7 8 9 10	(4) (5) 6 7 8
(16) (17) 18 (19) 20	13 14 15 16 17	11 12 13 14 15
23 24 25 26 27	20 21 22 (23) 24	18 19 20 21 22
30 31	27 28 29 30	(25) 26 27 28 29
January 2007	February	March
1 2 3 4 5	1 2	(1) 2
8 9 10 11 12	5 6 7 8 9	5 6 7 8 9
15 16 17 18 19	12 13 14 15 16	12 13 14 15 16
22 23 24 25 26	(19) 20 21 22 23	19 20 21 22 23
29 30 31	(26) (27) (28)	26 27 28 29 30
April	May	June 2007
2 3 4 (5) 6	(1) 2 3 4	1
9 10 11 12 13	7 8 9 10 11	4 5 6 7 8
16 17 18 19 20	14 15 16 17 18	11 12 13 14 15
23 24 25 26 27	21 22 23 24 25	18 19 20 21 22
(30)	(28) 29 30 31	25 26 27 28 29

- ☐ Professional Development/
No School for Students
- ☐ Prof. Dev. (morning) /
Teacher Work Day (after-
noon) / No Classes
- ☐ Prof. Development 1 Hour
Before or After School
- ☐ Vacation
- () P/T Conference (Varies by Bldg.)
- K-12 Teacher Comp. Day

Snow Make-Up:

April 5
April 9
June 1
June 4, 5, 6, 7 and beyond

Payroll Dates:

July 31, 2006
August 31
September 29
October 31
November 30
December 22
January 31, 2007
February 28
March 30
April 30
May 31
June 29

2006-2007 SCHOOL CALENDAR

2006		2007 continued....	
Aug. 29	Prof. Development (a.m.) / Teacher Work Day (p.m.)	Jan. 23	Basic Skills Test Writing Gr. 10
Aug. 29	Back to School Night (Horizon)	Feb. 6	Basic Skills Test Math Gr. 10-12 Retest
Aug. 30-Sept. 1	K-12 Professional Development	7, 21	Prof. Development Before/After School
Aug. 31	Back to School Night (Elem.)	8	Basic Skills Test Reading Gr. 10-12 Retest
Sept. 4	Labor Day	19	President's Day Holiday/No School
5	K-12 Classes Begin	26, 27	K-12 P/T Conferences (5-8:30 p.m.)
7	Back to School Night (MHS)	27, 28	K - P/T Conferences (day)
20, 27	Prof. Development Before/After School	March 1	K-5 P/T Conferences (8-11, 12-4) / MHS & HMS Comp Day / No Classes K-12
Sept. 25-Oct. 13	Fall MAP Testing	2	K-12 No School/Teacher Comp.
Oct. 4, 25	Prof. Development Before/After School	7	End of 2nd Trimester (Horizon)
12, 16	K-12 P/T Conferences (5-8:30 p.m.)	7, 21	Prof. Development Before/After School
13, 16	K - P/T Conferences (day)	12-16	TEAE Testing Window
17	K-8 P/T Conferences (8-11, 12-4) / MHS Comp Day / No Classes K-12	27	End of 3rd Quarter (MHS)
18	K-12 No School/Teacher Comp.	28	Prof. Development Before/After School
19-20	Education Minnesota (EM)	April 5-6	Vacation/No School
23-27	MTELL, TEAELS Field Tests	9	K-12 No School/Teacher Comp.
Nov. 1, 8, 15	Prof. Development Before/After School	10	Grade 9 GRAD Test of Written Comp
8	End of 1st Quarter (MHS)	10-12	BST - Seniors Only
22	K-12 No School/Teacher Comp.	17, 19	Reading MCA-II Gr. 3-8
23-24	Thanksgiving Holiday	19	MCA-II Gr. 10 Reading, Gr. 11 Math
Dec. 1	End of 1st Trimester (Horizon)	24, 26	Math MCA-II, MTELL Gr. 3-8
4, 5	MHS P/T Conferences (5-8:30 p.m.)	25	Grade 6 Minnesota Writes!
23	Winter Break Begins	30	MHS & HMS P/T Conferences (5-8:30 p.m.)
	2007	May 1	MHS & HMS P/T Conferences (5-8:30 p.m.)
Jan. 3	K-12 Classes Resume	1, 3	MCA-II Science Field Test (Gr. 5, 8, MHS)
10, 24	Prof. Development Before/After School	7-25	Spring MAP Testing
15	Martin Luther King Jr. Day/ K-12 Professional Development	28	Memorial Day Holiday
18	End of 2nd Quarter/Semester (MHS)	31	Last Day for K-12 Students
19	Prof. Development (a.m.) / Teacher Work Day (p.m.)	June 1	Last Day for K-12 Staff / Professional Dev. (a.m.) / Teacher Work Day (p.m.)
		3	Graduation



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.046

TO: School Board

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

DATE: January 3, 2007

RE: Approval of Policy

Attached please find the policy, School Board Member Development (203).

Suggested Resolution: Move to approve the policy, School Board Member Development, as presented.

LPN:mde
Attachment

Board Policies

School Board Member Development

School Board Policy: 203

Section: 200 SCHOOL BOARD

Date Adopted: 8/27/2001

Date Revised: 2/24/2003

Dates Reviewed: 02/24/2003

I. PURPOSE

The purpose of this policy is to recognize the need for continuing inservice and development for its members and to encourage members of the Moorhead School Board to participate in professional development activities designed for them so they can perform their responsibilities.

II. GENERAL STATEMENT OF POLICY

A. All Moorhead School Board members are encouraged to participate in ~~s~~School ~~b~~Board and related workshops and activities sponsored by the local, state and ~~n~~National ~~s~~School ~~b~~Board ~~a~~Association (NSBA), as well as in activities of other educational groups. Funds for participation at such meetings will be allocated in the Annual Operating Plan as approved by the School Board.

B. School ~~b~~Board members are expected to report back to the ~~s~~School ~~b~~Board and share materials of interest gathered at various meetings and workshops.

C. New ~~s~~School ~~b~~Board members will be provided the opportunity and encouraged, as required by Minnesota Statute 123B.09 Subd. 2, to attend the orientation and training sessions sponsored by the Minnesota School Boards Association (MSBA). Board clerks, as required by Minnesota Statute 204B.25, will attend state/county auditor training meetings related to municipal/county/school board elections every two years.

D. Moorhead School Board members will be reimbursed for necessary expenses to attend meetings and conventions pertaining to school activities and objectives of the ~~s~~School ~~b~~Board within approved policy and budget allocations of the school district relating to reimbursement of expenses involving attendance at workshops and conventions. (See Moorhead School Board Policy ~~8240~~: Reimbursement for Travel, Professional Meetings, and Conferences.)

F. Attendance and selection of ~~School b~~Board members to attend the annual ~~National School Board Association~~ (NSBA) meeting will be at the discretion of the ~~s~~School ~~b~~Board, with ~~School b~~Board members encouraged to attend one meeting during their term of office.

G. If the ~~s~~School ~~b~~Board determines it is in the interest of the school district to have ~~s~~School ~~b~~Board members attend other non-association state or additional national conferences as a ~~s~~School ~~b~~Board representative, reimbursement of expenses by the school district must be approved by the ~~s~~School ~~b~~Board.

Legal References:

Minnesota Statute 123B.09 Subd. 2 (School Board Member Training)

Minnesota Statute 204B.25 Subd. 4 (Training for Local Election Officials)

Cross-References:

Moorhead School Board Policy 216: Out-of-State Travel by School Board Members

Moorhead School Board Policy 722: School District Owned Vehicle Reservations


Moorhead School Board Policy 824: Reimbursement for Travel, Professional Meetings and Conferences



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.047

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent 

DATE: January 3, 2007

RE: Approval of Policy

Attached please find the policy, Out-of-State Travel by School Board Members (216).

Suggested Resolution: Move to approve the policy, Out-of-State Travel by School Board Members (216), as presented.

LPN:mde
Attachment

Board Policies

Out-of-State Travel by School Board Members

School Board Policy: 216

Section: 200 SCHOOL BOARD

Date Adopted: 4/10/2006

Date Revised:

Dates Reviewed:

I. PURPOSE

The purpose of this policy is to control out-of-state travel by Moorhead School Board members as required by law.

II. GENERAL STATEMENT OF POLICY

School Board members have an obligation to become informed on the proper duties and functions of a School Board member, to become familiar with issues that may affect the Moorhead Area Public Schools, to acquire a basic understanding of school finance and budgeting, and to acquire sufficient knowledge to comply with federal, state and local laws, rules, regulations and school district policies that relate to their functions as School Board members. Occasionally, it may be appropriate for School Board members to travel out of state to fulfill their obligations.

III. APPROPRIATE TRAVEL

Travel outside the state is appropriate when the School Board finds it proper for School Board members to acquire knowledge and information necessary to allow them to carry out their responsibilities as School Board members. Travel to regional or national meetings of the National School Boards Association is presumed to fulfill this purpose. Travel to other out-of-state meetings for which the member intends to seek reimbursement from the school district should be preapproved by the School Board.

IV. REIMBURSABLE EXPENSES

Expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, and other reasonable and necessary school district-related expenses.

V. REIMBURSEMENT

A. Requests for reimbursement must be itemized on the official school district form and are to be submitted to the Superintendent. Receipts for lodging, commercial transportation, registration, and other reasonable and necessary expenses must be attached to the reimbursement form.

B. Automobile travel shall be reimbursed at the mileage rate set by the School Board. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip.

C. Amounts to be reimbursed shall be within the School Board's approved budget allocations, including attendance at workshops and conventions.

VI. ANNUAL REVIEW

This policy must be annually reviewed by the School Board.

Legal References:

Minnesota Statute 123B.09, Subd. 2 (School Board Member Training)

Minnesota Statute 471.661 (Out-of-State Travel)

Minnesota Statute 471.665 (Mileage Allowances)

Minn. Op. Atty. Gen. No. 1035 (August 23, 1999) (Retreat Expenses)
Minn. Op. Atty. Gen. No. 161b-12 (August 4, 1997) (Transportation Expenses)

Cross References:

Moorhead School Board Policy 203: School Board Member Development

Moorhead School Board Policy 824: Reimbursement for Travel, Professional Meetings and Conferences



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.048

TO: School Board

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

DATE: January 3, 2007

RE: Approval of Policy

Attached please find the policy, Grievance Procedures for Equal Opportunity (402).

Suggested Resolution: Move to approve the policy, Grievance Procedures for Equal Opportunity (402), as presented.

LPN:mde
Attachment

Board Policies

Grievance Procedures for Equal Opportunity

School Board Policy: 402

Section: 400 EMPLOYEE/PERSONNEL

Date Adopted: 12/13/1983

Date Revised: 11/10/2003

Dates Reviewed: 5/17/1988

4/26/1994

2/8/1999

11/10/2003

I. PURPOSE

The Moorhead Area Public Schools ~~District~~ provides opportunity for students, parents, guardians of students, or school ~~D~~district employees to grieve matters pertaining to discriminatory practices. Where grievance procedures are established through master contracts/agreements with employee organizations, either this or the employee organization's procedure may be implemented to resolve the problem.

This procedure addresses itself to discriminatory acts or policies regarding race, color, national origin, creed, religion, sex, sexual orientation, marital status, age, limited English proficiency, and status with regard to public assistance or disability. This procedure may be used as a complaint against an individual or the ~~S~~school ~~D~~istrict for alleged discriminatory acts in violation of state or federal statutes or school ~~D~~district policy. Nothing provided herein shall abridge or limit the right of any individual to seek enforcement of state and/or federal laws, or to be represented by counsel.

II. GENERAL STATEMENT OF POLICY

Section 1: Definition

Grievance: A complaint about an alleged violation, misinterpretation, or inequitable application of state and/or federal laws and regulations or school ~~D~~district policy and procedures affecting equality in the educational program and/or employment practices.

Grievant: Any student, parent or guardian of a student, or employee of the school ~~D~~district who believe(s) that in the past ten (10) days there is, or has been, a violation, misinterpretation or inequitable application of state and/or federal laws and regulations or school ~~D~~district policy and procedures affecting equality in the educational program and/or employment practices.

Respondent: Person, persons, or group named in grievance who allegedly discriminated.

Supervisor: Any administrator, i.e. Superintendent, ~~Principal~~ Building Administrator, Assistant Principal, Assistant Superintendent, Human Resources Director, members of the Supervisor's bargaining unit, or Moorhead School Board.

Days: "Days" shall mean all weekdays, excluding Saturday, Sunday and days designated as holidays by state law.

Section 2: Waiver of Steps and Time Limits

The number of days indicated shall be the absolute maximum for initiating such a grievance. Postmarks or dates or initialed receipts shall serve for counting days to comply with this grievance procedure. Communications must be transmitted through U.S. certified mail or hand delivered and witnessed. The parties, by mutual written agreement, may waive any step and extend any time limit in the grievance procedure. If the grievant does not meet the time limits, the grievance will be considered forfeited. If the respondent/supervisor does not respond within the time limits, the grievant may proceed to the next step immediately.

Section 3: Withdrawal

A grievance may be withdrawn by the grievant at any step.

Section 4: Procedure

The grievant should first make and attempt to resolve the complaint through open discussion with the respondent and/or respondent's immediate supervisor, building supervisor, or his/her designee. The discussion must take place within a twenty (20) day period from the time that the alleged incident of discussion occurs. The informal complaint shall include the following information: (1) nature of the grievance; (2) facts, including dates, places, persons, and actions; and, (3) relief requested. If the grievance is not resolved in or with the Human Resources Department the informal discussion stage, the grievant may file a formal oral or written complaint (see Administrative Procedure 402.1: Discrimination Complaint Form) with the immediate supervisor of the respondent within twenty-five (25) days from the date of the event giving rise to the complaint.

The formal complaint shall include the following information: (1) nature of the grievance; (2) facts including dates, places, persons, and actions; and, (3) relief requested. The formal written grievance shall be certified mailed or hand delivered and witnessed to the immediate supervisor of the respondent or the Human Resources Department who will determine whether the grievance is filed at the correct level. ~~The supervisor will notify the grievant will be notified if~~ the placement is not appropriate. If filed at the appropriate step, the supervisor will have five (5) days to respond, during which time the supervisor and the Human Resources Director shall have held a conference with interested parties before the response will be sent to the ~~District's Human Resources Director, Superintendent of Schools, and to the School Board~~ next step.

If the grievant is not satisfied with the response of the previous step, an appeal may be filed with the Superintendent within a period of five (5) days following the supervisor's/Human Resources Director's response. The Superintendent will respond in the same manner as any other supervisor, and will render a decision and mail by certified mail or hand deliver with witness the response within the five (5) day period. A copy of the response will be sent to the ~~District's~~ Human Resources Director and, if applicable, to the School Board.

If the grievant is not satisfied with the response of the Superintendent, an appeal may be filed with the School Board within a five (5) day period following the Superintendent's response. The School Board will have the following options to consider the matter: 1) within 14 days, appoint an independent hearing officer; 2) within 14 days, appoint a subcommittee of the School Board to hear the grievance; or, 3) within 14 days, take the grievance to the full School Board to be considered at the next regularly scheduled School Board meeting unless the School Board is next scheduled to meet within seven (7) days of receipt of the grievance appeal.

The School Board decision shall be rendered within five (5) days of the hearing of the grievance. A copy of the response shall be sent to the Superintendent ~~of Schools~~ and to the ~~District's~~ Human Resources Director.

Nothing in this grievance procedure shall preclude the grievant from filing a complaint with any or all of the following agencies at any time:

MN Department of Human Rights
Army Corps of Engineers Centre
190 East 5th Street, Suite 704
St. Paul, MN 55101
1-800-657-3704

U.S. Equal Employment Opportunity Commission
1801 L Street NW
Washington, D.C. 20507
(202) 663-4900

Equal Employment Opportunity Commission (Regional Office)
Reuss Federal Plaza
310 W. Wisconsin Avenue
Suite 800
Milwaukee, WI 53203-2292
1-800-669-4000

Equal Employment Opportunity Commission
330 2nd Avenue South, Suite 430
Minneapolis, MN 55401-2224

Legal References:

Minnesota Statute 363 (Minnesota Human Rights Act)
29 U.S.C. 621 et. seq. (Age Discrimination in Employment Act)
29 U.S.C. 2615 (Family and Medical Leave Act)
38 U.S.C. 4301 et. seq. (Vietnam Era Veterans Readjustment Assistance Act)
38 U.S.C. 4211 et. seq. (Veterans Reemployment Rights Act)
42 U.S.C. 2000e et. seq. (Title VII of the Civil Rights Act)
42 U.S.C. 12101 et. seq. (Americans with Disabilities Act)
20 U.S.C. 1681 et. seq. Title IX of the Education Amendments of 1972)

Cross References:


Moorhead School Board Policy 102: State and Federal Law Prohibiting Discrimination
Moorhead School Board Policy 401: Equal Employment Opportunity Statement
Moorhead School Board Policy 404: Employment Disability Nondiscrimination
Moorhead School Board Policy 410: Employment of Faculty and Staff
Moorhead School Board Policy 411: Veteran's Preference Hiring
Moorhead School Board Policy 570: Prohibition of Harassment and Violence



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.049

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent 

DATE: January 3, 2007

RE: Approval of Policy

Attached please find the policy, Employment Disability Nondiscrimination (404).

Suggested Resolution: Move to approve the policy, Employment Disability Nondiscrimination (404), as presented.

LPN:mde
Attachment

Board Policies

Employment Disability Nondiscrimination

School Board Policy: 404

Section: 400 EMPLOYEE/PERSONNEL

Date Adopted: 8/12/2002

Date Revised:

Dates Reviewed:

I. PURPOSE

The purpose of this policy is to provide fair employment setting for all persons and to comply with state and federal law.

II. GENERAL STATEMENT OF POLICY

A. Moorhead Area Public Schools District shall not discriminate against qualified individuals with disabilities, because of the disabilities of such individuals, in ~~with~~ regard to job application procedures, hiring, advancement, discharge, compensation, job training, or any other terms, conditions or privileges of employment.

B. Moorhead Area Public Schools District shall not engage in contractual or other arrangements that have the effect of subjecting its qualified applicants or employees with disabilities to discrimination on the basis of disability. The school district shall not exclude or otherwise deny equal jobs or job benefits to a qualified individual because of the known disability of an individual with whom the qualified individual is known to have a relationship or association.

C. Moorhead Area Public Schools District shall make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, unless the accommodation would impose undue hardship on the operation of the business of the school district.

D. Any job applicant or employee wishing to discuss the need for a reasonable accommodation, or other matters related to a disability or the enforcement and application of this policy should contact the school's Superintendent. They may be referred to the Human Resources ~~office~~ Department or the appointed ADA/Section 504 coordinator.

Legal References:

29 U.S.C. 794 et seq. (~~504~~ of Rehabilitation Act of 1973, 504)
42 U.S.C., Ch. 126 ~~B~~-12112 (Americans with Disabilities Act)
29 C.F.R. Part 32
34 C.F.R. Part 104

Cross References:

Moorhead School Board Policy 102: State and Federal Law Prohibiting Discrimination
Moorhead School Board Policy 401: Equal Employment Opportunities Statement
Moorhead School Board Policy 402: Grievance Procedures for Equal Opportunity



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.050

TO: School Board

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

DATE: January 3, 2007

RE: Approval of Policy

Attached please find the policy, Employment of Faculty and Staff (410).

Suggested Resolution: Move to approve the policy, Employment of Faculty and Staff (410), as presented.

LPN:mde
Attachment

Board Policies

Employment of Faculty and Staff

School Board Policy: 410

Section: 400 EMPLOYEE/PERSONNEL

Date Adopted: 8/26/2002

Date Revised:

Dates Reviewed:

I. PURPOSE

The purpose of this policy is to outline parameters which are followed in the employment of new faculty and staff at the Moorhead Area Public Schools ~~District~~.

II. GENERAL STATEMENT OF POLICY

- A. The school district will seek to hire the most qualified individual for each open position within the school district.
- B. The school district will comply with all federal and state laws and district policy in the hiring of faculty and staff for open positions within the school district.
- C. The school district will seek to hire a diverse workforce representative of the student population of the school district.

III. HIRING PROCEDURES

- A. Whenever a potential job opening exists for either a new or existing position, a job requisition will be completed by the supervisor/~~principal~~ building administrator and sent to the Human Resources Department. The Human Resources Department will log in the job requisition and route it to the Assistant Superintendent of Teaching and Learning ~~and~~ the Assistant Superintendent of Business Services and the Human Resources Director for approval.
- B. Approved job requisitions are ~~sent to Human Resources for~~ posted in the school district buildings in accordance with contract agreements and also on the district ~~Web~~ site (www.moorhead.k12.mn.us) by Human Resources staff.
- C. ~~Other~~ A Advertising of open positions by electronic and non-electronic means is utilized as needed to help ensure an adequate supply of qualified candidates.
- D. Applications are gathered by ~~the~~ Human Resources staff and presented to supervisors/~~principals~~ building administrators to sort and screen to choose the most qualified candidates to interview with consideration of seeking a diverse workforce.
- E. Interviews are conducted and a candidate is selected.
- F. An offer of employment is made and agreed to contingent upon Moorhead School Board approval and successful completion of a background check.
- G. Candidates are presented to the School Board for approval.
- H. Upon approval by the School Board, an official hire letter is sent to the candidate.
- I. The candidate begins work as a new hire.

Legal References:

- 29 U.S.C. 794 et. seq. (B 504 of Rehabilitation Act of 1973; ~~Title I and Title V of the Americans with Disabilities Act of 1990~~)
- 29 U.S.C. 621 et. seq. (Age Discrimination in Employment Act)
- 42 U.S.C. 12101 et. seq. (Americans with Disabilities Act)

42 U.S.C. 2000e et. seq. (Title VII of the Civil Rights Act)
Minnesota Statute 43A.11 (Veterans Preference)
Minnesota Statute 123B.03 (Background Checks)
~~Title VII. of the Civil Rights Act of 1964~~
~~Equal Pay Act of 1963~~
~~Age Discrimination in Employment Act of 1967~~
~~Civil Rights Act of 1991~~
Minnesota Statute 147.991-.999 (Pay Equity)
Minnesota Statute 363.12, Subd. 1 (Freedom from Discrimination)

Cross References:

Moorhead School Board Policy 102: State and Federal Law Prohibiting Discrimination
Moorhead School Board Policy 401: Equal Employment Opportunity Statement
Moorhead School Board Policy 404: Employment Disability Nondiscrimination
Moorhead School Board Policy 411: Veteran's Preference Hiring
Moorhead School Board Policy 412: Employee License Status
Moorhead School Board Policy 413: Employment Background Check



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.051

TO: School Board

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

DATE: January 3, 2007

RE: Approval of Policy

Attached please find the policy, Veteran's Preference Hiring (411).

Suggested Resolution: Move to approve the policy, Veteran's Preference Hiring (411), as presented.

LPN:mde
Attachment

Board Policies

Veteran's Preference Hiring

School Board Policy: 411

Section: 400 EMPLOYEE/PERSONNEL

Date Adopted: 8/12/2002

Date Revised:

Dates Reviewed:

I. PURPOSE

The purpose of this policy is to comply with Minnesota law mandating preference points for veterans applying for employment with political subdivisions.

II. GENERAL STATEMENT OF POLICY

A. The Moorhead Area Public Schools District will comply with Minnesota law regarding veteran's preference rights and mandating of preference points to veterans and spouses of deceased veterans or disabled veterans.

B. Veteran preference points will be applied pursuant to applicable law.

C. Eligibility for veteran's preference and definition of veteran for purpose of preference will be pursuant to applicable law.

III. PROCEDURES

A. The ~~district~~ Human Resources Department will obtain a copy of the Veteran's DD214 Form to ensure that the person is eligible for the veteran's preference.

B. The ~~district~~ Human Resources Department will obtain information from the veteran claiming disability status.

C. Applicable points will be added to the evaluation system as required by law.

Legal References:

Minnesota Statute 43A.11 (Veteran's Preference)

Minnesota Statute 197.46 et. seq. (Veteran's Preference Act)

Hall v. City of Champlin, 463 N.W. 2d 502 (1990)

Cross Reference:

Moorhead School Board Policy 102: State and Federal Law Prohibiting Discrimination

Moorhead School District Policy 401: Equal Employment Opportunity Statement

Moorhead School Board Policy 404: Employment Disability Nondiscrimination

Moorhead School Board Policy 412: Employee License Status

Moorhead School Board Policy 413: Employment Background Check



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.052

TO: School Board

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

DATE: January 3, 2007

RE: Approval of Policy

Attached please find the policy, Employee License Status (412).

Suggested Resolution: Move to approve the policy, Employee License Status (412), as presented.

LPN:mde
Attachment

Board Policies

Employee License Status

School Board Policy: 412

Section: 400 EMPLOYEE/PERSONNEL

Date Adopted: 8/12/2002

Date Revised:

Dates Reviewed:

I. PURPOSE

The purpose of this policy is to ensure that qualified teachers are employed by the school district and to fulfill its duty to ascertain the licensure status of its teachers. Moorhead Area Public Schools will not permit placing itself at risk by employing a teacher who does not hold a valid teaching license from the State of Minnesota. This policy does not negate a teacher's duty and responsibility to maintain a current and valid Minnesota teaching license.

Although there are some options under Minnesota licensure where a variance or community expert classification is necessary to provide services to students, it is the position of the district to utilize these on a rare occasion when a licensed teacher cannot be found.

II. GENERAL STATEMENT OF POLICY

A. A qualified teacher is one holding a valid license to perform the particular service for which the teacher is employed by the school district. For purposes of the federal No Child Left Behind Act, a highly qualified teacher is one who holds a valid license under this chapter to perform the particular service for which the teacher is employed in a public school or who meets the requirements of a Highly Objective Uniform State Standard of Evaluation (HOUSSE).

B. No person shall be a qualified teacher until that person has filed for record with the Superintendent of Moorhead Area Public Schools, a license, or a copy thereof, authorizing that person to teach school in the district and perform the particular service for which the teacher is employed by the school district. On rare occasions where a licensed teacher cannot be obtained, the district will seek a variance or a community expert authorization from the State of Minnesota.

C. Moorhead Area Public Schools will establish a procedure for annually reviewing its teacher license files to verify that every teachers license is current and appropriate to the particular service for which the teacher is employed in the school district.

III. PROCEDURES

A. The Superintendent/ ~~or his~~ designee shall establish a schedule for the annual review of teacher licenses.

B. Where it is discovered that a teacher's license will expire within one year from the date of the annual review, the Superintendent/ ~~or his~~ designee will advise the teacher in writing of the approaching expiration and that the teacher must complete the renewal process and file the license with the Superintendent/designee prior to the expiration of the current license. However, failure to provide this notice, does not relieve the teacher from his/her duty and responsibility of ensuring that his/her teaching license is valid, current and appropriate to his/her teaching assignment.

C. If it is discovered that a teacher's license has expired, the Superintendent/designee will immediately investigate the circumstances surrounding the lack of license and will take appropriate action. The teacher shall be advised that the teacher's failure to have the license reinstated will constitute gross insubordination, inefficiency and willful neglect of duty which are grounds for immediate discharge from employment.

D. The duty and responsibility of maintaining a current and valid teaching license appropriate to the teaching assignment as required by this policy shall remain with the teacher, notwithstanding the Superintendent's/designee's failure to discover a lapsed license or license that does not support the teaching assignment. A teacher's failure to comply with this policy may be grounds for the teacher's immediate discharge from employment. This also applies to teachers working with a variance or community expert authorization. They must reapply for a community expert authorization or variance each year if a teacher's license is not obtained.

Legal References:

Minnesota Statute 122A.16 (Highly Qualified Teacher Defined)

Minnesota Statute 122A.22 (District Verification of Teacher Licenses)

Minnesota Statute 122A.25 (Nonlicensed Community Experts)

Minnesota Statute 122A.40, Subd. 13 (Immediate Discharge)

Minnesota Statute 127A.42 (Reduction of Aid for Violation of Law)

~~Vetteson v Special School District No. 1, 361 N.W. 2d 425 (Minn. App. 1985)~~

~~Lucio v School Bd of Indep. Sch. Dist. No. 25, 574 N.W. 2d 737 (Minn. App. 1998)~~

~~In the matter of the proposed discharge of John R. Statz (Christine D. Ver Ploeg), June 8, 1992 affirmed 1993 WL 129639 (Minn. App. 1993)~~



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.053

TO: School Board

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

DATE: January 3, 2007

RE: Approval of Policy

Attached please find the policy, School District Evaluation of Personnel (470).

Suggested Resolution: Move to approve the policy, School District Evaluation of Personnel (470), as presented.

LPN:mde
Attachment

Board Policies

School District Evaluation of Personnel

School Board Policy: 470

Section: 400 EMPLOYEE/PERSONNEL

Date Adopted: 2/9/1998

Date Revised: 8/26/2002

Dates Reviewed: 08/26/02

I. PURPOSE

The purpose of a performance assessment is to determine the level of competency of an employee and to seek ways to increase that competency level on a continuing basis. Effective use of this process increases the quality of service of the employee to the Moorhead Area Public Schools district and assists the employee in meeting the mission of the school district.

II. GENERAL STATEMENT OF POLICY

A. The Moorhead Area Public Schools ~~District~~ develops mechanisms to assess, maintain and continually improve competency of its employees. Individual employee competency is assessed and assured at the time of hire and throughout employment with the district with formal assessments conducted with staff who have a probationary period and after they attain tenure or regular employment status. (Please refer to Administrative Procedure 470.1: Performance Evaluation of School District Staff.)

B. Different evaluation systems are in place for the following job classifications:

1. Licensed Personnel - Policy 473
2. Administration and Supervisors - Policy 471
3. Principals - Policy 472
4. Support Staff - Policy 474

These evaluation systems are consistent with different employee contract provisions and with Minnesota ~~S~~tate ~~S~~tatute provisions.

Legal Reference:

Minnesota Statute 122A.40, Subd. 5, Subd. 8 (Employment; Contracts; Termination)

Cross References:

Moorhead School Board Policy 471: Administrator and Supervisor Performance Evaluation

Moorhead School Board Policy 472: Principal Performance Evaluation

Moorhead School Board Policy 473: Licensed Personnel Performance Evaluation

Moorhead School Board Policy 474: Support Staff Performance Evaluation



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.054

TO: School Board

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

DATE: January 3, 2007

RE: Approval of Policy

Attached please find the policy, Students in Homeless Situations (514).

Suggested Resolution: Move to approve the policy, Students in Homeless Situations (514), as presented.

LPN:mde
Attachment

Board Policies

Students in Homeless Situations

School Board Policy: 514

Section: 500 STUDENTS

Date Adopted: 8/26/2002

Date Revised:

Dates Reviewed:

I. PURPOSE

The Moorhead Area Public School Board recognizes that maintaining school of origin enrollment and a regular, mainstream environment has a positive impact on the academic achievement of students in homeless situations. Therefore, every effort will be made to eliminate, to the extent possible, any barriers that limit equal access to education programs and services, or limit the opportunity for students in homeless situations to reach high standards.

II. GENERAL STATEMENT OF POLICY

A. Definition of Homeless Child and Unaccompanied Youth

Pursuant to McKinney-Vento 42 USC 11434a[2] and Education Law 3209(1)(a), a homeless child is defined as a child who does not have a fixed, regular, and adequate nighttime residence or whose primary nighttime location is in a public or private shelter designated to provide temporary living accommodations, or a place not designed for, or ordinarily used as regular sleeping accommodations for human beings. This definition includes a child who is:

- o sharing the housing of other persons due to loss of housing, economic hardship or similar reason (sometimes referred to as double-up);
- o living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations;
- o living in a car, park, public space, abandoned building, substandard housing, bus or train stations or similar settings;
- o abandoned in hospitals;
- o awaiting foster care placement; or
- o a migratory child who qualifies as homeless because he or she is living in circumstances described above.

An unaccompanied youth is a homeless child for whom no parent or person in parental relation is available.

~~AB.~~ Services

Children and youth in homeless situations will be provided services comparable to those received by other students including transportation to and from their school of origin to the extent possible. The district will designate a liaison for students in homeless situations who will ensure that the rights of homeless students are protected and they have the opportunity to reach the same high academic standards expected of all students.

~~BC.~~ Enrollment

Evidence of immunizations, guardianship, residential status or other documentation will not be barriers to immediate enrollment of students in homeless situations. Where appropriate, the enrolling school ~~or office building administrator~~ will refer the parent or guardian to the district homeless liaison for assistance in obtaining appropriate documentation. The district homeless liaison will also assist unaccompanied youth with placement/enrollment choices.

~~CD.~~ Placement

To the extent feasible, students in homeless situations will remain in their school of origin and transportation will be provided. They have the right to stay in their school of origin for the entire time they are homeless, or until the end of any academic year in which they move into permanent housing, unless a parent or guardian chooses otherwise.

~~DE.~~ Disputes regarding the educational placement of a student in a homeless situation will be expeditiously addressed through a dispute resolution process. Parents or guardians and unaccompanied youth must be informed of the process and in the event of a dispute, the student must be immediately enrolled in the school of choice while the dispute is being resolved.

Legal References:
McKinney-Vento Homeless Assistance Act, 2002
Education Law 3209(1)(a)



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.055

TO: School Board

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

DATE: January 3, 2007

RE: Approval of Policy

Attached please find the policy, Notification to Staff Regarding Placement of Students with Violent Behaviors (555).

Suggested Resolution: Move to approve the policy, Notification to Staff Regarding Placement of Students with Violent Behaviors (555), as presented.

LPN:mde
Attachment

Board Policies

Notification to Staff Regarding Placement of Students with Violent Behaviors

School Board Policy: 555

Section: 500 STUDENTS

Date Adopted: 8/26/2002

Date Revised:

Dates Reviewed:

I. PURPOSE

In an effort to provide a safe school environment, the assigned classroom teacher and certain staff members should know whether a student to be placed in the classroom has a history of violent behavior. Additionally, decisions should be made regarding how to manage such a student.

The purpose of this policy is to address the circumstances in which data should be provided to classroom teachers and other school staff members about students with a history of violent behavior and to establish a procedure for notifying staff and making determinations regarding a student with a history of violent behavior.

II. GENERAL STATEMENT OF POLICY

A. Any staff member or other employee of Moorhead Area Public Schools who obtains or possesses information concerning a student in the building with a history of violent behavior shall immediately report said information to the building administrator.

B. The building administrator will meet with the assigned classroom teacher and other appropriate staff members for the purpose of notification and the determination of strategies to manage the behavior notifying and determining how staff will manage such student.

a) A meeting to discuss the Individualized Educational Program (IEP) of a student may be used for this purpose. Administrative Procedure 555.1: Staff Notification of Violent Behavior by Students must be completed.

C. Only staff members whose work assignment reasonably requires access to the information will receive notification.

III. PROCEDURE DEFINITIONS

For purposes of this policy, the following terms have the meaning given them.

A. Administration

"Administration" means the Superintendent, building administrator, or other designee.

B. Classroom Teacher

"Classroom Teacher" means the instructional personnel responsible for the course or room to which a student is assigned at any given time, including a substitute hired in place of the classroom teacher.

C. History of Violent Behavior

1. A student will be considered to have a history of violent behavior if incident(s) of violence have occurred during the current or previous school year.

2. If a student has an incident of violence during the current or previous school year, that incident and all other past related or similar incidents of violence will be reported.

D. Incident(s) of Violence

"Incident(s) of violence" means willful conduct in which a student endangers or causes physical injury to the student, other students, or surrounding person(s) or endangers or causes significant damage to school district property, regardless of whether related to a disability or whether discipline was imposed.

E. Legitimate Educational Interest

"Legitimate educational interest" includes interest directly related to classroom instruction, teaching, student achievement and progress, discipline of a student, student health and welfare, and the ability to respond to a request for educational data. It includes a person's need to know in order to:

1. Perform an administrative task required in the school or the employee's contract or position description approved by the Moorhead School Board;
2. Perform a supervisory or instructional task directly related to the student's education; or
3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid.
4. Perform a task directly related to responding to a request for data.

F. School Staff Member

"School Staff Member" includes:

1. A person duly elected to the School Board;
2. A person employed by the School Board in an administrative, supervisory, instructional, or other professional position;
3. A person employed by the School Board as a temporary substitute in a professional position for the period of his or her performance as a substitute; and
4. A person employed by, or under contract to, the School Board to perform a special task such as a secretary, a clerk, a public information officer or data practices compliance official, an attorney, or an auditor for the period of his or her performance as an employee or contractor.

IV. PROCEDURE FOR STAFF NOTIFICATION OF STUDENTS WITH VIOLENT BEHAVIOR

A. Reports of Violent Behavior

Any staff member or other employee of Moorhead Area Public Schools who becomes aware of any information regarding the violent behavior of an enrolling student or any student in the building shall immediately report the information to the building administrator where the student is enrolled or seeks to enroll. ~~The building administrator shall contact parents for further information.~~

B. Recipients of Notice

Upon receipt of the information, the administration shall determine the staff members or other employees of the school district whose work assignments reasonably require access to the information.

Each classroom teacher of a student with a history of violent behavior (see Section III.C., above), will receive written notification from the administration prior to placement of the student in the teacher's classroom. In addition, written notice will be given by the administration to other school staff members who have a legitimate educational interest, as defined in this policy, when a student with a history of violent behavior is placed in a teacher's classroom. The

administration will provide notice to anyone substituting for the classroom teacher or school staff member, who has received notice under this policy, that the substitute will be overseeing a student with a history of violent behavior.

The administration may provide other school district employees or individuals outside of the school district with information regarding a student, including information regarding a student's history of violent behavior, in accordance with Moorhead School Board Policy 504: Protection and Privacy of Student Records.

C. Determination of Who Receives Notice

The determination of which classroom teachers and school staff members have a legitimate educational interest in information regarding a student with a history of violent behavior will be made by either: (1) the school district's responsible authority appointed by the School Board under the Minnesota Government Data Practices Act or (2) the administration. In the event the administration makes this detailed determination, the responsible authority will provide guidance to the administration as to what data will be shared.

D. Form of Written Notice (Administrative Procedure 555.1)

The notice given to classroom teachers and school staff members will be in writing and will include the following:

1. Name of the student;
2. Date of notice;
3. Notification that the student has been identified as a student with a history of violent behavior as defined in Section III. of this policy; and
4. Reminder of the private nature of the data provided.

E. Record of Notice

1. The administration will retain a copy of the notice or other documentation provided to classroom teachers and school staff members notified under this section.
2. Retention of the written notice or other documentation provided to classroom teachers and school staff members is governed by the approved Records Retention Schedule.

F. Meetings Regarding Students with a History of Violent Behavior

1. If the administration determines, in his or her discretion, that the classroom teacher and/or school staff members with a legitimate educational interest in such data reasonably require access to the details regarding a student's history of violent behavior for purposes of school safety and/or intervention services for the student, the administration also may convene a meeting to share and discuss such data.
2. The persons present at the meeting may have access to the data described in Section IV.D. of this policy.

G. Law Enforcement Reports

Staff members will be provided with notice of disposition orders or law enforcement reports received by the school district in accordance with Moorhead School Board Policy 504: Protection and Privacy of Student Records. Where appropriate, information obtained from disposition orders or law enforcement reports also may be included in a Notification of Violent Behavior.

V. MAINTENANCE AND TRANSFER OF RECORDS

A report, notice, or documentation pertaining to a student with a history of violent behavior are educational records of a student and will be retained, maintained, and transferred to a school or school district in which a student seeks to

enroll in accordance with Moorhead School Board Policy 504: Protection and Privacy of Pupil Records.

VI. PARENTAL NOTICE

A. The administration will notify parents that the school district gives classroom teachers and other school staff members notice about students' history of violent behavior.

B. Prior to providing the written notice of a student's violent behavior to classroom teachers and/or school staff members, the administration will inform the student's parent or guardian that such notice will be provided.

C. Parents will be given notice that they have the right to review and challenge records or data, (including the data documenting the history of violent behavior), in accordance with Moorhead School Board Policy 504: Protection and Privacy of Pupil Records.

VII. TRAINING NEEDS

Representatives of the school district and representatives of the teachers will discuss the needs of students and staff. The parties may discuss necessary training which may include training on conflict resolution and positive behavior interventions and may discuss necessary intervention services such as student behavioral assessments.

~~A meeting shall be promptly convened for the purpose of notification. Persons present at the meeting will include a representative of the administration, parents and any staff members determined by the administration to reasonably require access to the information, and any other staff members necessary to determine intervention services or conflict resolution.~~

~~1. The administrator shall identify the student and the student's history of violent behavior.~~

~~2. The persons present at the meeting shall discuss whether there is any need for intervention services, or conflict resolution or training for staff members.~~

~~3. The persons present at the meeting shall be directed to not release any of the information obtained at the meeting to any other individual as the information constitutes private educational data.~~

~~4. The administrator shall advise any individual who was unable to attend the meeting what was discussed at the meeting.~~

~~5. The administration shall determine a procedure to notify substitute teachers of this information when appropriate.~~

~~D. Any decision regarding intervention services, or conflict resolution or training for staff members, will be reviewed periodically to determine whether the services are still necessary or whether additional services are needed.~~

Legal References:

Minnesota Statute 121A.64 (Notification)

Minnesota Statute Ch. 13 (Minnesota Government Data Practices Act)

Minnesota Statute 13.04, Subd. 4 (Process for Challenging Data under State Law)

Minnesota Rules Pts. 1205.0100—1205.2000

34 C.F.R. Secs. 99.1—99.67 (Family Educational Rights and Privacy)

Minnesota Statute 120A.22, Subd. 7 (School Attendance - Education Records)

Minnesota Statute 121A.45 (Grounds for Dismissal)

Minnesota Statute 121A.64 (Notification of Students with Violent Behavior)

Minnesota Statute 121A.75 (Law Enforcement Notice to Schools)

Minnesota Rules Parts 1205.0100-1205.2000 (Data Practices)

20 U.S.C. 1232g (Family Educational Rights and Privacy Act)

34 C.F.R. 99.1-99.67 (Rules Implementing FERPA)

34 C.F.R. 99.20-99.22 (Process for Challenging Data under Federal Law)

Minnesota Laws 2003, 1st Sp., Ch. 9, Art. 2, 53

Cross Reference:

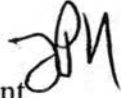
Moorhead School Board Policy 504: Protection and Privacy of Student Records



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.056

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent 

DATE: January 3, 2007

RE: Approval of Policy

Attached please find the policy, Title 1 Policy Governing Parental Involvement (607).

Suggested Resolution: Move to approve the policy, Title 1 Policy Governing Parental Involvement (607), as presented.

LPN:mde
Attachment

Board Policies

Title 1 Policy Governing Parental Involvement

School Board Policy: 607

Section: 600 EDUCATION PROGRAMS

Date Adopted: 8/26/2002

Date Revised:

Dates Reviewed:

I. PURPOSE

The purpose of this policy is to encourage and facilitate ~~parental participation in Chapter 1~~ involvement by parents of students participating in Title I in the educational programs and experiences of students in the Moorhead Area Public Schools. The policy shall provide the framework for organized, systematic, ongoing, informed and timely parent involvement in relation to decisions about the Title 1 services within the school district. The involvement of parents by the school district shall be directed toward both public and private school children whose parents are school district residents or whose children attend school within the boundaries of the school district.

II. GENERAL STATEMENT OF POLICY

A. It is the policy of the Moorhead Area Public Schools to plan and implement, with meaningful consultation with parents of participating children, programs, activities and procedures for the involvement of parents in its Title 1 programs.

B. It is the policy of the Moorhead Area Public Schools to fully comply with 20 U.S.C. 6319 which requires the school district to develop jointly with, agree upon with, and distribute to parents of children participating in Title 1 programs written parental involvement policies.

III. DEVELOPMENT OF DISTRICT LEVEL POLICY

A written parent involvement policy will be incorporated into Moorhead Area Public Schools' Title 1 plan and will be distributed to parents of participating children. The policy will establish the expectations for parent involvement and describe how the school district will:

- A. Involve parents in the joint development of the district's Title 1 plan and the process of school review and improvement;
- B. Provide the coordination, technical assistance, and other support necessary to assist schools in planning and implementing effective parental involvement;
- C. Build the schools' and parents' capacity for strong parent involvement;
- D. Coordinate and integrate parental involvement strategies with similar strategies under other programs, such as Head Start and Even Start;
- E. Conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the parental involvement policy in improving the academic quality of the schools served, including identifying barriers to greater participation by parents, and, particularly, with parents who are economically disadvantaged, disabled, have limited literacy or English proficiency, or who are of a racial or ethnic minority; and,
- F. Use the findings of the evaluations to design strategies ~~for improving and revising~~ for more effective parental involvement and to revise, if necessary, the district-level and school-level parental involvement policies.
- G. ~~If the district's Title 1 plan is not satisfactory to the parents of participating children, the district will submit any parent comments with the plan when the plan is submitted to the State~~ Involve parents in the activities of the schools.

IV. DEVELOPMENT OF SCHOOL LEVEL POLICY

Each school will develop (or amend an existing parental involvement policy) jointly with, and distribute to, parents of participating children a written parental involvement policy that shall describe the means for carrying out the federal requirements of parental involvement.

A. The policy will describe the means by which each school with a Title I program will:

1. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation in Title I programs, and to explain to parents of participating children the program, its requirements, and their right to be involved;
2. Offer a flexible number of meetings, and may provide, with funds under Title I, services to facilitate parental involvement.
3. Involve parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the parent involvement programs, including the school parental involvement policy and the joint development of the school wide program plan, unless the school already has a program for involving parents in the planning and design of its programs that would adequately involve parents of participating children;
4. Provide parents of participating children with: timely information about Title I programs; school performance profiles as required by law and their child's individual student assessment results along with an interpretation of the results; a description and explanation of the curriculum in use, the forms of assessment used, and the proficiency levels students are expected to meet; the opportunity to make suggestions, share experiences with other parents and participate in decisions relating to their child's education; and, timely responses to parents' suggestions as soon as practicably possible; and
5. Submit any parent comments on the school wide program plan when it is submitted to the school district.

B. As a component of this policy, each school shall develop with parents a school/parent compact which outlines how parents, staff, and students will share the responsibility for improved student ~~achievement~~ academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards and attainment of State standards. The compact will:

1. Describe the school's responsibility to provide high-quality curriculum and instruction in ~~an environment that will enable participating students to meet State student performance standards~~ a supportive and effective learning environment that enables participating students to meet state student academic achievement standards;
2. Describe the ways each parent will be responsible for supporting their children's learning, such as monitoring school attendance and homework completion, monitoring television watching, volunteering in the classroom, and participating in ~~discussions about their children's education and use of extracurricular time~~ as appropriate in decisions relating to his or her child's education and use of extracurricular time.
3. Address the importance of communication between teachers and parents on an on-going basis through the use of:
 - a. Annual parent-teacher conferences to discuss the compact and the child's achievement;
 - b. Progress reports to the parents; and
 - c. Reasonable access to staff, opportunities to volunteer, participate, and observe in the child's classroom.

C. To ensure effective involvement of parents and to support a partnership among the school, parents, and community to improve student achievement, the policy will describe how each school and the school district will:

1. Provide assistance to participating parents in such areas as understanding ~~Federal and State education goals, State content and student performance standards, assessments, monitoring their child's progress, working with educators to improve their child's performance, and participating in decisions regarding their child's education~~ such topics as the state's academic content standards and state academic achievement standards, state and local academic assessments, Title I requirements, and how to monitor a child's progress and work with educators to improve the achievement of their children;
2. Provide materials and training to assist parents in working with their children to improve their children's achievement, ~~such as coordinating necessary literacy training from other sources~~ including coordinating necessary

literacy training and using technology, as appropriate, to foster parental involvement;

3. Educate school staff, with the assistance of parents, in the value and contributions of parents and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between home and school;

4. Coordinate and integrate parental involvement programs and activities with Head Start and other programs, as is feasible and appropriate.

5. Develop appropriate roles for community-based organizations and businesses in parental involvement activities and providing information about and encouraging the formation of partnerships between public schools, businesses and parents;

6. Conducting activities such as parent resource centers and opportunities for parents to learn about child development and child rearing, as appropriate and feasible;

7. Ensure, to the extent possible, that information about school and parent meetings, programs, and activities is sent home in the language used in the homes of the participating children; and

8. May provide other reasonable supports for parental involvement.

D. To carry out the requirements of parental involvement, the Moorhead Area Public Schools will provide full opportunities for the participation of parents with limited English proficiency or with disabilities, including providing information and school profiles in a language and form that is understandable by the parents.

E. The Moorhead Area Schools will assist parents and parent organizations in learning of and about parental information and resource centers.

The policies will be updated periodically to meet the changing needs of parents and the school.

Legal Reference:
20 U.S.C. 6319 (Title I)

Cross Reference:
Moorhead School Board Policy 606: Title I Policy Governing Comparability



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.057

TO: School Board

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

DATE: January 3, 2007

RE: Approval of Policy

Attached please find the policy, Public Solicitation in Moorhead Area Public Schools (906).

Suggested Resolution: Move to approve the policy, Public Solicitation in Moorhead Area Public Schools (906), as presented.

LPN:mde
Attachment

Board Policies

Public Solicitation in Moorhead Area Public Schools

School Board Policy: 906

Section: 900 COMMUNITY RELATIONS

Date Adopted: 6/23/2003

Date Revised:

Dates Reviewed:

I. PURPOSE

The purpose of this policy is to provide ~~guidance for handouts and presentations in school buildings~~ for distribution of materials appropriate to the school setting by nonstaff and nonstudents on school district property in a reasonable time, place, and manner which does not disrupt the educational program nor interfere with the educational objectives of the school district.

II. GENERAL STATEMENT OF POLICY

A. The Moorhead Area Public Schools intends to provide a method for nonschool persons and organizations to distribute materials appropriate to the school setting, within the limitations and provisions of this policy.

B. Communication between the school and the home is important in promoting informed participation of parents in the education of their children and in making parents aware of opportunities for their children.

C. Some regulations are needed to give importance to school items, to reduce the number of presentations and items distributed, and to ensure that students are not exploited.

D. Moorhead Area Public Schools reserves the right to edit or to refuse any materials submitted.

E. To provide for orderly and nondisruptive distribution of materials, regulations and procedures, please refer to Administrative Procedure 906.1.

III. DEFINITIONS

A. "Distribution" means circulation or dissemination of materials by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying materials, or placing materials in internal staff or student mailboxes.

B. "Materials" includes all materials and objects intended by nonschool persons or nonschool organizations for distribution. Examples of nonschool-sponsored materials include but are not limited to leaflets, brochures, buttons, badges, flyers, petitions, posters, underground newspapers whether written by students, employees or others, and tangible objects.

C. "Nonschool person" means any person who is not currently enrolled as a student in or employed by the school district.

D. "Minor" means any person under the age of eighteen (18).

E. "Material and substantial disruption" of a normal school activity means:

1. Where the normal school activity is an educational program of the school district for which student attendance is compulsory, "material and substantial disruption" is defined as any disruption which interferes with or impedes the implementation of that program.

In order for expression to be considered disruptive, there must exist specific facts upon which the likelihood of

disruption can be forecast, including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.

F. "School activities" means any activity sponsored by the school, including but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays, other theatrical productions, and in-school lunch periods.

IVH. HANDOUTS IN SCHOOL BUILDINGS

1. All written handouts directed to all children in grades K-6 must be submitted through KIDsource. KIDsource will be distributed monthly on a well-publicized schedule. Groups that have used distribution through the schools will be notified of this requirement.
2. Handouts for districtwide distribution which cannot be included in KIDsource (rulers, bags, pencils, etc.) are to be approved by the Assistant Superintendent ~~for Instruction of Teaching and Learning~~ and so indicated on the packets sent to the schools. Non-school groups granted permission to distribute such materials must divide the materials into groups of 30 and bring them to the district office.
3. All materials pertaining to a single school must be approved by the building ~~principal~~ administrator.
4. The ~~school~~ ~~D~~district will not distribute materials whose sole purpose is commercial or political.
5. The office of the ~~principal~~ building administrator or the district office may ask students to take home flyers or other written materials directly related to the educational mission of the schools.
6. Each building may develop procedures to make distribution of non-curricular informational materials as easy as possible for school staff.

IV. CLASSROOM PRESENTATIONS

A classroom presentation for the purpose of recruiting students into an activity is allowed only when the activity is part of the school curriculum or is school-sponsored.

Non-school groups can, however, make use of KIDsource to get their information to students or they may arrange with the building ~~principal~~ administrator to make presentations in the school buildings before or after school or at a school activity night.

VI. VIOLATION OF POLICY

Any party violating this policy or distributing materials without permission will be directed to leave the school property immediately and, if necessary, the police will be called.

Legal References:

U. S. Const., Amend. I

Hazelwood School District v. Kuhlmeier, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed.2d 592 (1988)

Cornelius v. NAACP Legal Defense and Educational Fund, Inc., 473 U.S. 788, 105 S.Ct. 3439, 87 L.Ed.2d 567 (1985)

Perry Education Ass'n v. Perry Local Educators' Ass'n, 460 U.S. 37, 103 S.Ct. 948, 74 L.Ed.2d 794 (1983)

Cross Reference:

Moorhead School Board Policy 544: Activities Fund Raising



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.058

TO: School Board

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

DATE: January 3, 2007

RE: Approval of Policy

Attached please find the policy, Relations Between Nonpublic Educational Organizations and Moorhead Area Public Schools (920).

Suggested Resolution: Move to approve the policy, Relations Between Nonpublic Educational Organizations and Moorhead Area Public Schools (920), as presented.

LPN:mde
Attachment

Board Policies

Relations Between Nonpublic Educational Organizations and Moorhead Area Public Schools

School Board Policy: 920

Section: 900 COMMUNITY RELATIONS

Date Adopted: 10/1/1985

Date Revised: 8/26/2002

Dates Reviewed: 07/01/1992

11/01/1994

12/01/1996

08/26/2002

I. PURPOSE

A nonpublic school requesting approval as a private school for operation in Moorhead Area Public Schools District is required to furnish information to the Superintendent of Schools consistent with the Minnesota Compulsory Instruction Law* (120A.22).

The school district shall maintain a listing of approved schools.

II. GENERAL STATEMENT OF POLICY

A. Reporting Responsibilities of Accredited Schools:

Nonpublic schools, persons or institutions that are accredited by a state recognized education accrediting agency must submit the following information to the Superintendent of the district in which the child resides:

1. By October 1 of each year, the name, birth date and address of each child receiving instruction.
2. By October 1 of each year, the parent of persons receiving instruction in a home school shall submit immunization statements, as required by Minnesota Statute 121A.15, Subds. 1-9, the health standards law covering school children (other nonpublic schools submit immunization reports directly to the Commissioner of ~~Children, Families and Learning~~ Education within 60 days of the commencement of each new school term).

B. Reporting Responsibilities of Non Accredited Schools

Nonpublic schools, persons or institutions that are not accredited by a state recognized education accrediting agency must submit the following information to the Superintendent of the school district in which the child resides:

1. By October of each year, the name, birth date and address of each child receiving instruction.
2. By October 1 of each year, the parent of persons receiving instruction in a home school shall submit immunization statements, as required by Minnesota Statute 121A.15, Subds. 1-9, the health standards law covering school children (other nonpublic schools submit immunization reports directly to the Commissioner of ~~Children, Families and Learning~~ Education within 60 days of the commencement of each new school term).
3. The name of each instructor and evidence of compliance with one of the six options for being qualified as an instructor:
 - (1) hold a valid Minnesota teaching license in the field and for the grade level taught;
 - (2) be directly supervised by a person holding a valid Minnesota teaching license;
 - (3) successfully complete a teacher competency examination;
 - (4) provide instruction in a school that is accredited by a state recognized accrediting agency;
 - (5) hold a baccalaureate degree; or
 - (6) be the parent of a child who is assessed yearly on a nationally norm-referenced standardized achievement examination.

4. An annual instructional calendar.

5. For each child instructed by a parent who meets none of the options for being a qualified instructor except the sixth option (being a parent of a child who is assessed), a quarterly report card on the achievement of the child in each required subject area (see ** below).

6. Assessment. In addition to the above reporting requirements, the law specifies that, "each year" the performance of every child enrolled in a nonpublic school must be assessed using a nationally norm-referenced standardized achievement examination. The specific exam used, method of administration, and location is to be determined through a mutual agreement between the Superintendent of the district in which the child receives instruction and the person in charge of the child's instruction.

If the results of the assessments indicate that the child's performance on the total battery score is at or below the 30th percentile or one grade level below the performance level for children of the same age, the parent shall obtain additional evaluation of the child's abilities and performance for the purpose of determining whether the child has learning problems.

To the extent the standardized examination does not provide assessment in all the subject areas required in Minnesota law (see ** below), the parent must assess the child's performance in the applicable subject area. This requirement applies only to a parent who provides instruction and does not meet one of the first three requirements for being qualified as an instructor (see 3 above).

In addition to the above terms, which must be reported to appropriate school district Superintendents, nonpublic schools, persons and institutions that are not accredited must make the following information available:

Documentation indicating that the subjects required by this law are, in fact, being taught. This documentation must include class schedules, copies of materials used for instruction and descriptions of methods used to assess student achievement.

* In relation to the Compulsory Instruction Law, "nonpublic schools" include all methods used outside public education to comply with the law.

** For purposes of fulfilling Minnesota's Compulsory Instruction Law, instruction must be provided in at least the following subjects:

- (1) basic communication skills including reading and writing, literature, and fine arts;
- (2) mathematics and science;
- (3) social studies including history, geography, and government; and
- (4) health and physical education.

The above is a summary of requirements specified in Minnesota's Compulsory Law, M.S. 120A.22-120A.26, as well as related provisions of other state laws.

Legal References:

Minnesota Statute 120A.22-120A.26 (~~Minnesota's Compulsory Law Instruction~~)

Minnesota Statute 121A.15 Subdivisions. 1-9 (~~Health Standards; Immunizations; School Children~~)

Cross References:

Moorhead School Board Policy 530: Student Immunization Requirements

Moorhead School Board Policy 532: Medication ~~Policy~~

Moorhead School Board Policy 6078: Home Schooled Students



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.067

TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
DATE: December 18, 2006
RE: Major Magnitude Field Trip to Chicago

Attached is information regarding a proposed Major Magnitude Field Trip for the Moorhead High School Speech and Theatre Department.

The students in the Speech and Theatre Department at Moorhead High School propose to travel to Chicago, IL from April 12-15, 2007 to take in three live theatre events. The four-day trip will cost approximately \$375.00 per student.

There will be no cost to the district. Students will be funding the trip through their own expense and through student fundraising.

SUGGESTED RESOLUTION: Move to approve the Major Magnitude Field Trip for the Moorhead High School Speech and Theatre Department to Chicago, IL April 12-15, 2007.

LAK/kmr
Attachment

DEC 13 2006

Major Magnitude Field Trip Request Moorhead Area Public Schools

Date of Request: December 2 2006

Date Presented to Board: January 8, 2007

Brief Description of Trip: The Moorhead High Speech and Theatre Department would like to travel to Chicago to take in three live theatre events. On par with the level of excellence found only on Broadway in New York City, Chicago Theatre will allow our students a meaningful opportunity while enjoying high quality musical theatre.

Staff Member, Coach: Rebecca Meyer-Larson & Brian Cole

Curricular or Co curricular Trip: Co curricular

Educational Purpose of the trip (how the trip is related to the activity and to the course content and graduation standards): Over 165 students are involved in the Speech and Theatre Departments; last year the Moorhead Theatre students performed over 16 performances for over 3,500 adults and students. This proposed cultural experience will allow our students a meaningful experience and an opportunity to contribute to society through the knowledge gained.

Philosophy of the Moorhead Theatre Department

Theatre Arts is a means of self-expression which is a force in our daily lives and a part of our cultural heritage.

It is the responsibility of our educational system
to provide meaningful experiences
which will develop appreciation and
sensitivity to the arts as well as guide students in their growth emotionally,
socially, and physically.

Our aim is to enhance their quality of life and
contribution to society through their
understanding of theatre arts.

Dates of the Trip: April 12-15, 2007

Itinerary (include times, overnight accommodations, phone numbers [TBA] etc) *See page 2

Number of school days involved: One.

Mode of Transportation: Chartered Busses

Director of Transportation Notified: Yes, pending approval

Approximate number of students involved: 46

Housing Plans: (conference headquarters)

Approximate individual and district costs: District cost: \$ 0.00 Individual cost: \$375.00

Plans for funding or fund raising for the trip: All funds will be raised by the students. We have several benefactors in town who have offered their continued financial support for events such as this when students are not allowed to pay.

Accommodation plans for any student with IEP/504 plan: The parent would come along.

Plans for parental notification and approval: A parent meeting will be held pending School Board approval.

Other adults attending: There will be 5 adult/parents attending

Russell Myers - Larson / B in Cle
Staff member signature

Jane Boyle
Approval signature principal or supervisor

Approval signature Assistant Superintendent Teaching and Learning

*Itinerary • subject to change

Thursday, April 12

2:00 p.m. Depart Moorhead High School
10:00 p.m. Arrive Hotel - Schaumburg Illinois

Friday, April 13

6:00 a.m. Depart
8:30 Arrive at CTA Terminal (subway line to City)
10:00 Chicago Institute of Art
1:00 Lunch at Navy Pier
3:00 Field Museum/Shed Aquarium
5:00 Meet Bus at Hotel - Fairfield Inn - 145 Ontario St. - Check in -
6:30 Supper at Ed Debevis
8:30 Subway to Briar Street Theatre
10:00 Performance of Blue Man Group

Saturday, April 14

7:00 Breakfast at Hotel
11:00 Backstage Tour of State St. Theatre
12:30 Lunch
2:00 Performance of Wicked - State St. Theatre
7:00 Supper at Hard Rock
9:00 Performance of Shear Madness
10:30 Back to Hotel

Sunday, April 15


10:00 a.m. Leave Chicago
9:00 p.m. Return Moorhead High



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.045

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent 

DATE: January 3, 2007

RE: School Board Work Session

A School Board work session is recommended for Monday, April 23, 2007 at 4 p.m. in Board Room 224 (PCE) to continue discussion related to the strategic planning initiative.

Suggested Resolution: Move to approve Monday, April 23, 2007 at 4 p.m. to conduct a School Board work session related to the strategic planning initiative.

LPN:mde



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.069

TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
DATE: Building and District Profiles
RE: December 28, 2006

Enclosed with the agenda is the draft of the Building and District Profiles for the five-year period from 2001-02 through 2005-06. The profiles are being released at this time due to the release of the Minnesota Comprehensive Assessment II (MCA-II) data in November. The 2006-2007 profile data will be compiled in the beginning of the 2007-08 school year, as the MCA-II data is expected to be released in August 2007. Highlights and discussion of the profiles will be shared with the board.

The School Board will be asked to consider action on the Building and District Profiles at the January 22, 2007 meeting.

LAK/kmr
Attachment

Moorhead Area Public Schools School Profiles



2001-02 through 2005-06
Draft

Prepared by the Dept. of Teaching & Learning
December 28, 2006

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



Moorhead Area Public Schools

*District Demographic
Data*

2001-02 through 2005-06

Moorhead Area Public Schools

Demographic Definitions

1. Attendance Rate

The number represents the proportion of days that students were in attendance throughout the year. The formula for attendance rate is the Average Daily Attendance (ADA) divided by the Average Daily Membership (ADM).

2. Average Daily Attendance (ADA)

The Average Daily Attendance (ADA) is the average student attendance over the year.

3. Average Daily Membership (ADM)

The ADM is the average number of students enrolled over the course of the year. Average Daily Membership (ADM) is calculated based on the year-end data reported by the school district through the Minnesota Automated Reporting Student System (MARSS).

4. English Language Learners (ELL)

The data reflects the number of children who are English Language Learners (ELL) or who are Limited English Proficient (LEP), including immigrant children and youth. The program is also known as English as a Second Language (ESL).

5. Enrollment as of October 1

The number reflects the actual count of students enrolled on October 1 of the school year.

6. Ethnicity

The number of students and percentage of students listed by federal ethnic group categories as of October 1.

7. Free and Reduced Lunch Program (FRP)

The data includes the number of students who are receiving free and reduced lunch. The proportion of students approved for free and reduced lunch will be reflected in the number.

8. Home Language

The number is self reported as the language primarily used at home. Data will include the number of students and the home language.

9. Home Schooled Students

The number reflects students that have completed the home schooled forms on file in the Office of Teaching and Learning over the course of the school year. This number includes shared time pupils in the district.

10. Migrant Students

The number of students who have moved to a different school district "within the last three years because of their parent's temporary or seasonal work in agriculture or fishing". (US Dept. of Ed., 1999) The information is collected through MARSS.

11. Mobility

The number is given as it relates to those students who transferred from the buildings during the school year and number of students who entered the buildings during the school year. This data includes transfers within the district, those within the state and transfers from another state. The mobility will not reflect changes occurring from one school year to the next year based on natural progression from one building to the next. The information is collected through MARSS.

12. Open Enrolled Students

The figure reflects the number of students choosing to open enroll to Moorhead and to other districts. Minnesota Statute 124D.03 allows all Minnesota's public school students the opportunity to apply to attend school outside of the school district where they live. Families generally provide their own school transportation. No tuition is charged. The information is collected through MARSS.

13. Private School Enrollment

The number of Moorhead Area Public School students that are enrolled in private schools in the Fargo-Moorhead Area. The information is collected in the Office of Teaching and Learning.

14. Spanish Immersion Program Enrollment

The number of students enrolled in the Spanish Immersion Program as of October 1. The information is collected in the Office of Teaching and Learning.

15. Special Education Status

The number of students in the district receiving special services listed by primary disability as of December 1. The information is collected in the Learner Support Services Office.

16. Students Transported

The transportation office provides the information on the percentage of students transported in Moorhead Area Public Schools. The number of students transported is divided by the total of K-12 students in the district.

Moorhead Area Public Schools

MOORHEAD DISTRICT DEMOGRAPHICS

1. Attendance Rate	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	95.23%	95.40%	95.36%	92.20%	94.00%
2. Average Daily Attendance	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	5084	4983	4866	4799	4864
3. Average Daily Membership	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	5339	5223	5103	5205	5175
4. English Language Learners (ELL)	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	432	356	349	509	433
5. Enrollment as of October 1	<u>Oct. 01</u>	<u>Oct. 02</u>	<u>Oct. 03</u>	<u>Oct. 04</u>	<u>Oct. 05</u>
Kindergarten	373	368	329	399	381
Grade 1	419	370	352	352	415
Grade 2	359	402	357	361	357
Grade 3	406	344	402	357	369
Grade 4	432	404	335	389	358
Grade 5	393	443	410	338	383
Grade 6	438	396	439	425	356
Grade 7	457	441	409	440	425
Grade 8	430	451	427	414	445
Grade 9	468	440	456	446	442
Grade 10	458	471	434	494	450
Grade 11	472	466	474	422	478
Grade 12	443	472	465	478	434
Self Contained	12	9	10	5	4
Total	5560	5477	5299	5320	5297
6. Ethnicity	<u>Oct. 01</u>	<u>Oct. 02</u>	<u>Oct. 03</u>	<u>Oct. 04</u>	<u>Oct. 05</u>
Native American	168	172	168	171	166
	3.03%	3.13%	3.12%	3.26%	3.17%
Asian	67	81	80	78	78
	1.21%	1.48%	1.49%	1.48%	1.49%
Hispanic	471	473	451	439	442
	8.50%	8.61%	8.38%	8.36%	8.44%
Black	92	109	136	132	133
	1.66%	1.99%	2.53%	2.51%	2.54%
White	4743	4656	4545	4433	4421
	85.60%	84.79%	84.48%	84.39%	84.37%
Percent Minority	14.40%	15.21%	15.52%	15.61%	15.63%

Moorhead Area Public Schools

7. Free and Reduced Lunch Program	<u>Oct. 01</u>	<u>Oct. 02</u>	<u>Oct. 03</u>	<u>Oct. 04</u>	<u>Oct. 05</u>
Free	1188	1279	1235	1091	1305
Reduced	379	312	268	275	280
% of Free & Reduced	31%	33%	28%	25%	29.7%

8. Home Language

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Afrikaans	0	0	0	2	2
Albanian	0	0	12	17	23
American Sign Language (ASL)	0	1	1	1	3
Amharic	0	0	1	0	0
Arabic	4	12	11	10	12
Cambodian	0	0	0	0	6
Cantonese	0	1	0	0	0
Cebuano	0	0	0	0	1
Chinese	3	1	5	3	3
Cutchi	0	0	1	2	3
Dakotah	2	3	5	9	6
Dutch	0	0	0	1	0
English	5519	4634	5329	5145	5040
Estonian	0	0	1	0	0
Farsi	0	1	0	0	0
French	0	0	0	2	0
German	8	0	8	11	3
Hawaiian	2	0	3	3	3
Hindi	1	3	5	3	4
Japanese	4	1	1	1	1
Korean	0	0	3	3	3
Kurdish	125	108	126	131	121
Laotian	4	5	3	4	3
Mongolian	0	0	0	0	1
Nepali	0	0	0	0	2
Norwegian	1	0	1	0	1
Okinawan	0	3	0	0	0
Persian	5	13	4	5	3
Polish	2	1	1	0	0
Portuguese	2	0	1	1	0
Russian	7	2	6	7	8
Serbo-Croatian	0	10	15	26	33
Somali	22	22	24	19	17
Spanish	471	292	409	438	410
Swahili	6	4	4	5	6
Swedish	5	3	4	2	1
Thai	0	1	1	1	0
Tongan	0	2	0	0	0
Turkish	4	1	1	1	1
Ukranian	0	0	0	0	1
Vietnamese	26	25	27	28	25
Not Available	0	10	6	0	0

Moorhead Area Public Schools

9. Home Schooled Students	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	92	100	116	112	113
10. Migrant Students	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	207	152	165	191	254
11. Mobility	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Transfers Into District	460	467	469	530	686
Transfers Out of District	397	254	317	418	537
12. Open Enrolled Students	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Into Moorhead	136	124	114	146	114
Out of Moorhead	154	156	229	323	270
13. Private School Enrollment	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	448	517	478	451	486
14. Spanish Immersion Program					
Enrollment	<u>Oct. 01</u>	<u>Oct. 02</u>	<u>Oct. 03</u>	<u>Oct. 04</u>	<u>Oct. 05</u>
Kindergarten	43	46	40	64	41
Grade 1	39	36	47	32	60
Grade 2	34	38	32	45	32
Grade 3	25	33	38	31	44
Grade 4		24	27	32	32
Grade 5			21	22	32
Total	141	177	205	226	241
15. Special Education Status	<u>Dec. 01</u>	<u>Dec. 02</u>	<u>Dec. 03</u>	<u>Dec. 04</u>	<u>Dec. 05</u>
(December Child Count)					
Speech/Language Impaired	117	164	154	155	226
DCD Moderate	36	38	38	30	44
DCD Severe	26	18	18	20	12
Physically Impaired	30	30	24	22	23
Deaf/Hard of Hearing	19	18	20	23	25
Visual Impairment	4	4	5	3	0
Specific Learning Disability	277	238	245	210	230
Behavioral Disorders	163	118	114	96	140
Deaf-Blind	0	0	0	1	1
Other Health Impaired	171	179	193	195	223
Autistic	41	41	44	55	60
Development Delay	114	118	100	114	174
Traumatic Brain Injury	4	3	2	4	5
Severely Multiple Impaired	0	0	0	0	5
Total Disabilities Served	1002	973	957	928	1166
16. Students Transported	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	66.4%	63.6%	60.0%	78.4%	77.8%



Moorhead Area Public Schools

District Achievement

Data

2001-02 through 2005-06

Moorhead District Achievement Definitions

1. Minnesota Comprehensive Assessments (MCA-II)

The MCA – II are the Minnesota Comprehensive Assessments that are given to students in reading and mathematics annually for schools and school districts to measure student progress toward state academic standards, as required by federal education mandates and guidelines (NCLB). State officials this year introduced a new test that will better reflect how students are doing with more rigorous standards. Because it is a new test, the results should not be directly compared with the tests from the previous years. In the 2005-06 school year, the tests were given in grades three through eight, and grades 10 and 11.

There are four achievement levels for the MCA-II's:

- Exceeds the Standards (E)
- Meets the Standards (M)
- Partially Meets the Standards (P)
- Does Not Meet the Standards (D)

2. Measures of Academic Progress (MAP)

The MAP assessment is a computerized, adaptive test that measures student achievement. Moorhead Area Public Schools use state-aligned MAP tests in reading and mathematics.

MAP tests provide results that can be used to:

- Identify the skills and concepts individual students have learned
- Diagnose instructional needs
- Monitor academic growth over time
- Make data-driven decisions at the classroom, school, and district levels
- Place new students in appropriate instructional programs

RIT Scale

The scale used in the MAP assessment is divided into equal parts, like centimeters on a ruler. These parts are called RIT, which is short for Rasch Unit (after Danish Statistician Georg Rasch).

Because the tests are adaptive and the test items displayed are based on student performance, not age or grade, a score means the same thing. For example, a third grader who received a score of 210 and a fourth grader who received a score of 210 are learning at the same level. This allows growth to be measured.

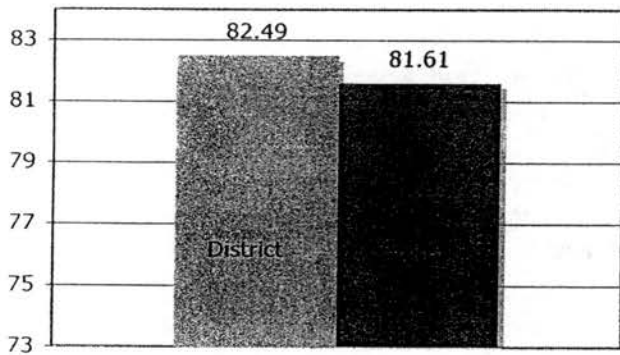
The RIT scale is infinite, but most student scores fall between the values of 140 and 300. Like meters or pounds, the scale is equal-interval, meaning that the distance between 170 and 182 is the same as the distance between 240 and 252. This allows educators to apply simple mathematical equations to the scores to determine information such as the mean and median scores in a class or grade.

Mean is the average.

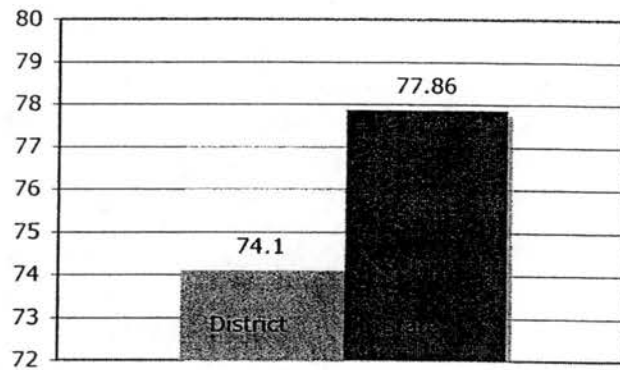
Moorhead Area Public Schools

MCA II Proficiency May 2006

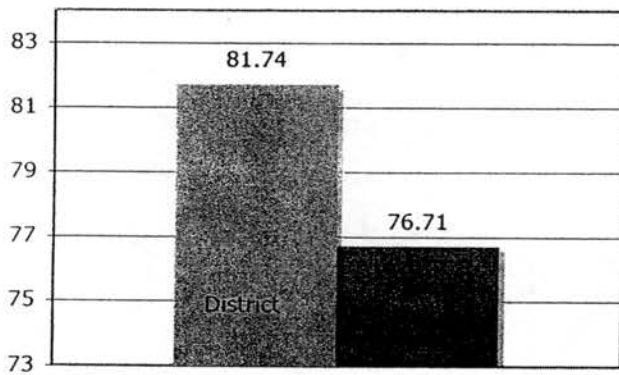
**MCA II Proficiency 2006
Grade 3 Reading**



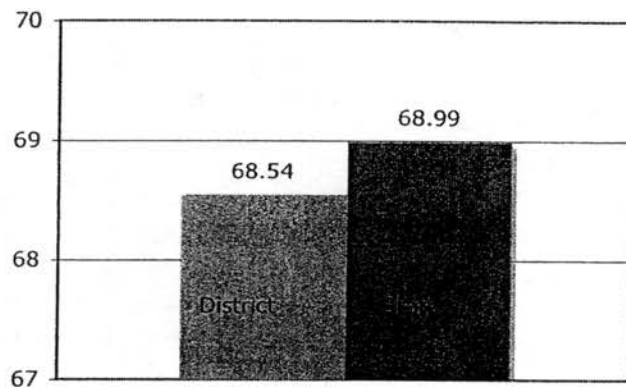
**MCA II Proficiency 2006
Grade 3 Mathematics**



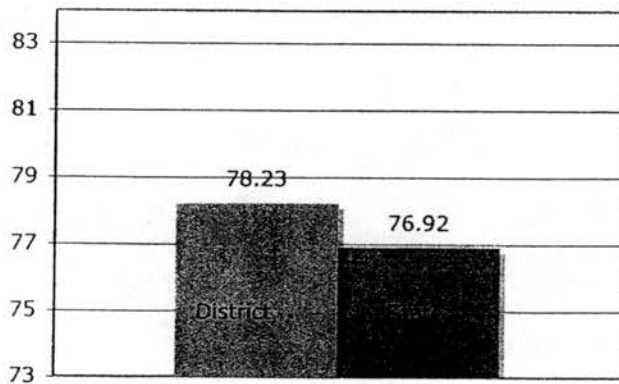
**MCA II Proficiency 2006
Grade 4 Reading**



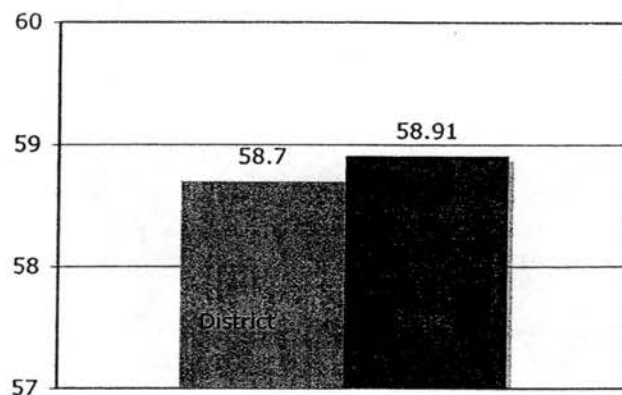
**MCA II Proficiency 2006
Grade 4 Mathematics**



**MCA II Proficiency 2006
Grade 5 Reading**

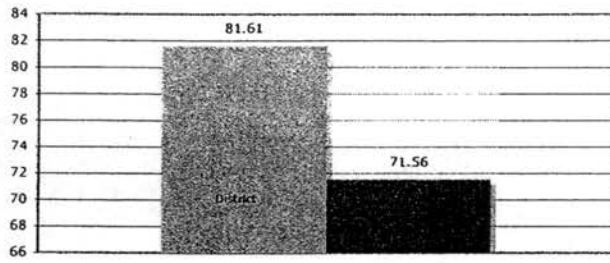


**MCA II Proficiency 2006
Grade 5 Mathematics**

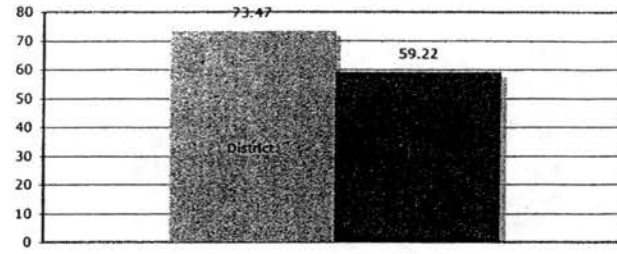


Moorhead Area Public Schools

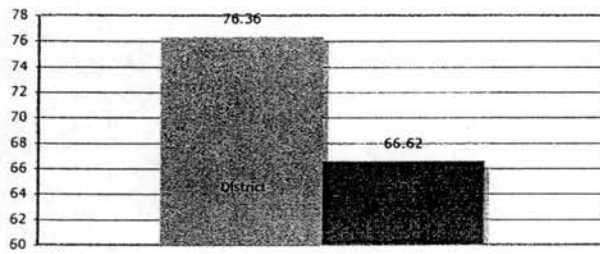
**MCA II Proficiency 2006
Grade 6 Reading**



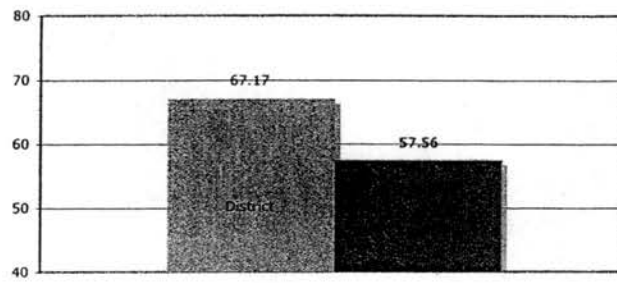
**MCA II Proficiency 2006
Grade 6 Mathematics**



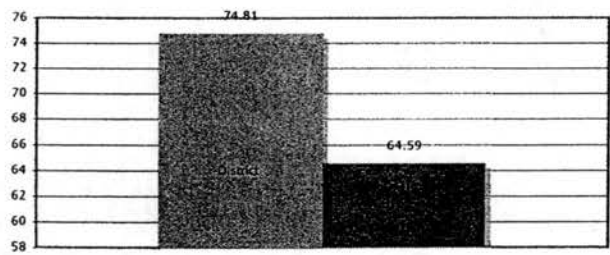
**MCA II Proficiency 2006
Grade 7 Reading**



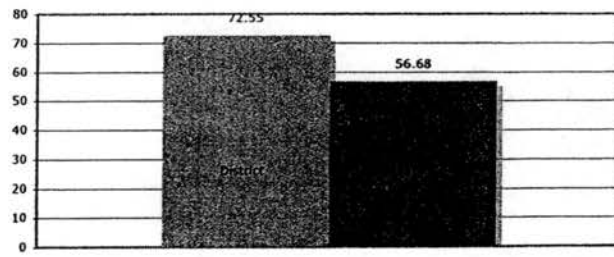
**MCA II Proficiency 2006
Grade 6 Mathematics**



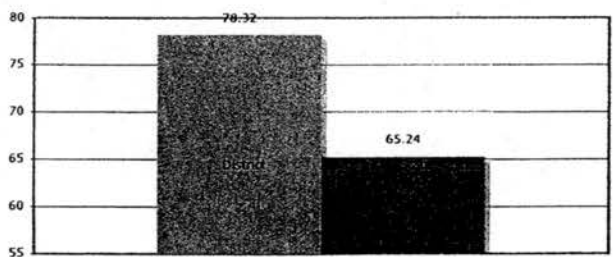
**MCA II Proficiency 2006
Grade 8 Reading**



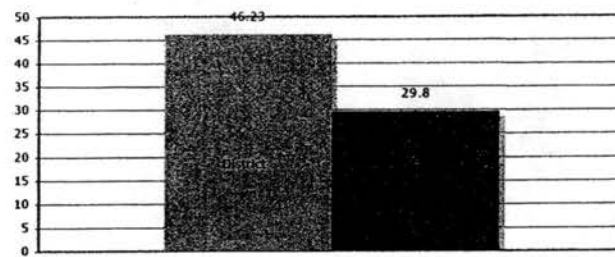
**MCA II Proficiency 2006
Grade 8 Mathematics**



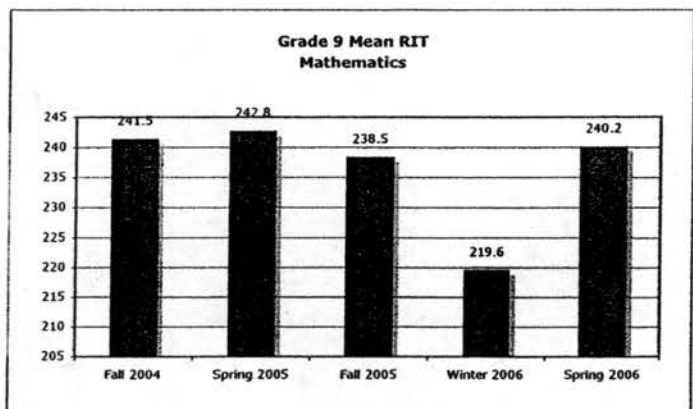
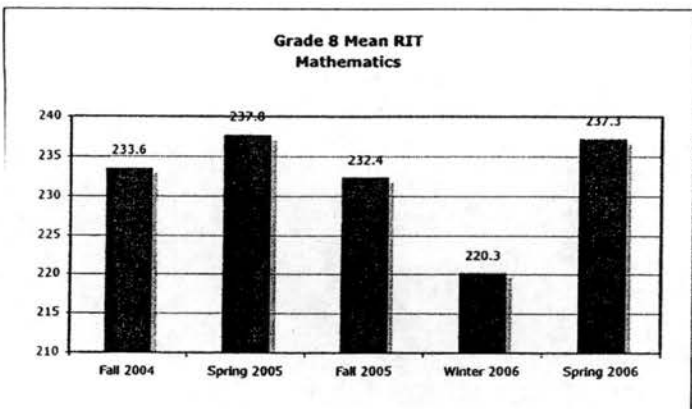
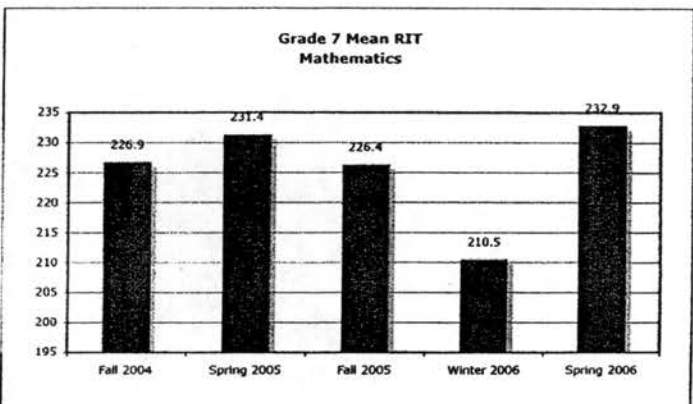
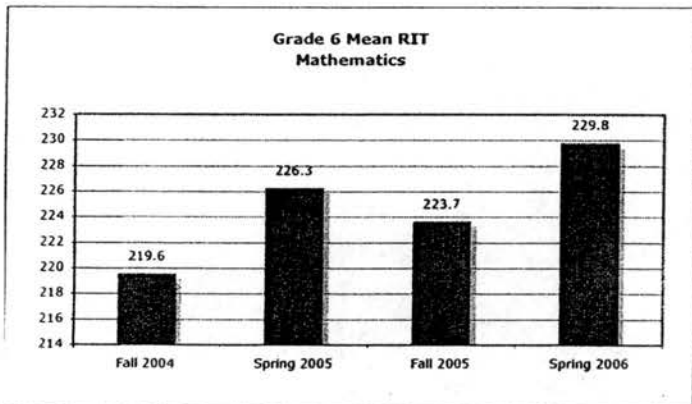
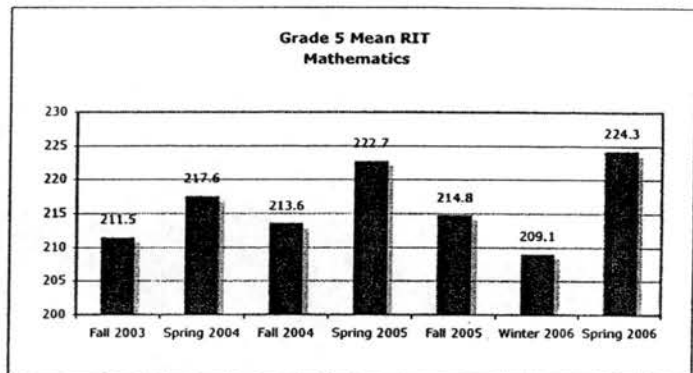
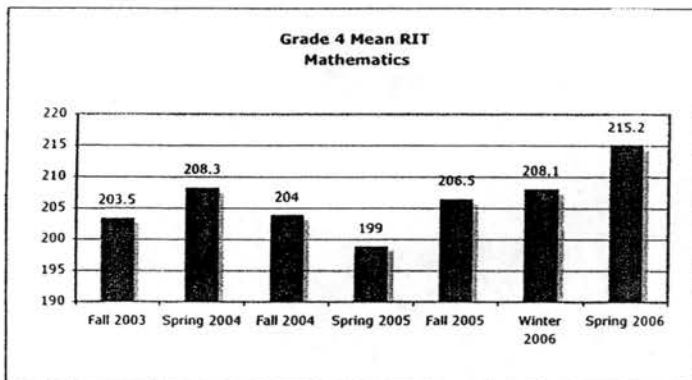
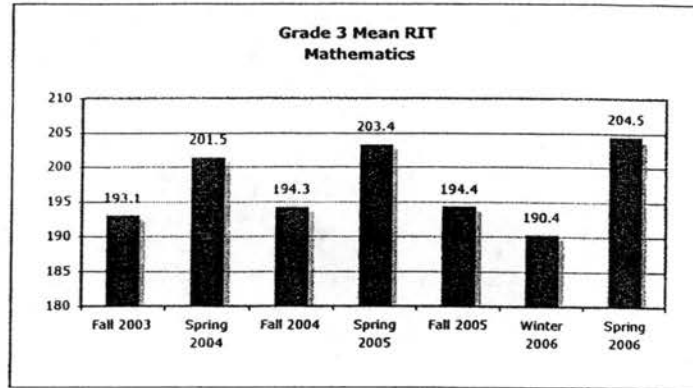
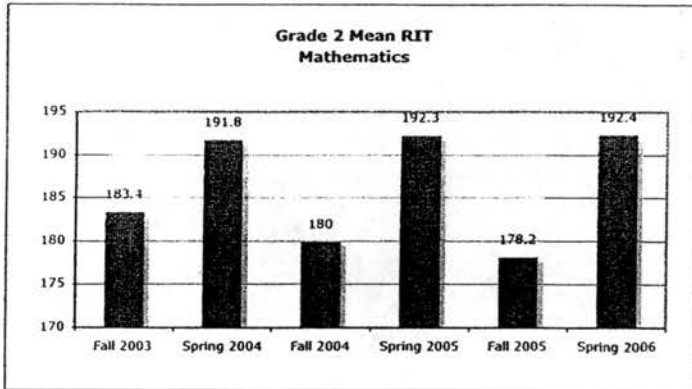
**MCA II Proficiency 2006
Grade 10 Reading**



**MCA II Proficiency 2006
Grade 11 Mathematics**

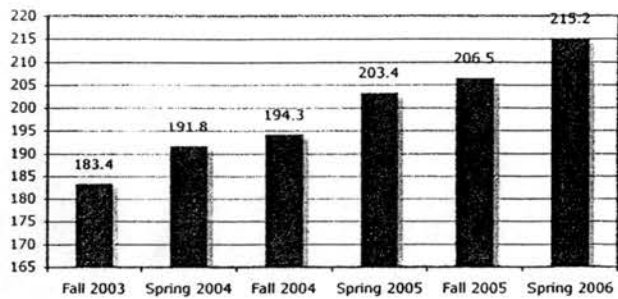


Moorhead Area Public Schools
Mathematics - Grade Level Mean RIT

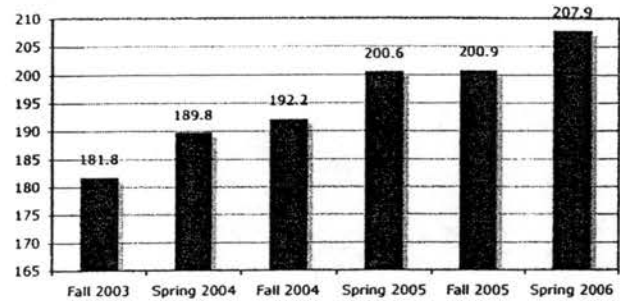


Moorhead Area Public Schools
Cohort Progression with MAP Assessments

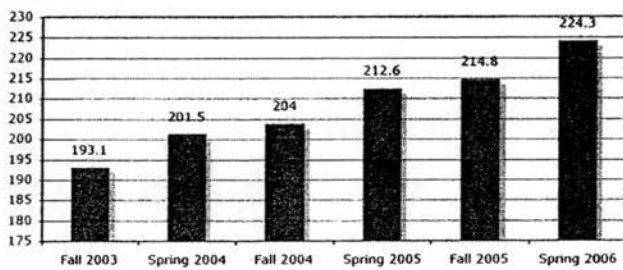
Mathematics Progression of 2nd Grade



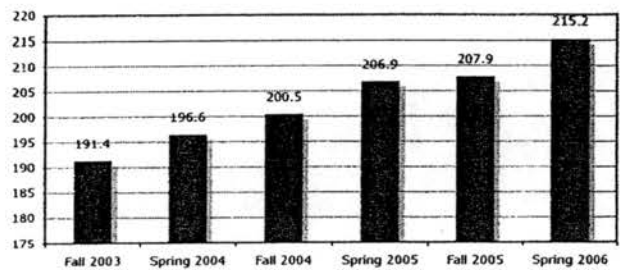
Reading Progression of 2nd Grade



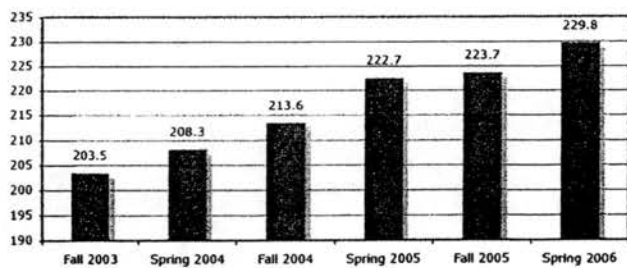
Mathematics Progression of 3rd Grade



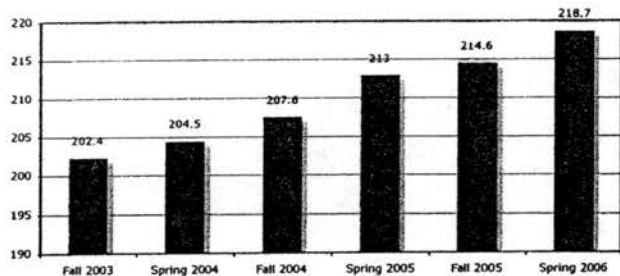
Reading Progression of 3rd Grade



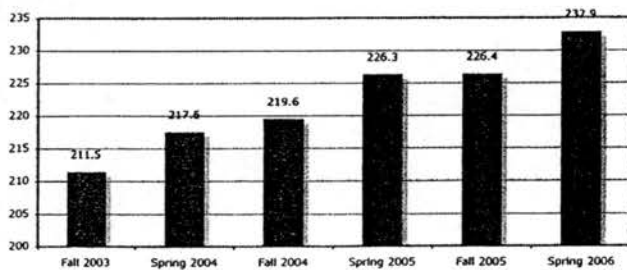
Mathematics Progression of 4th Grade



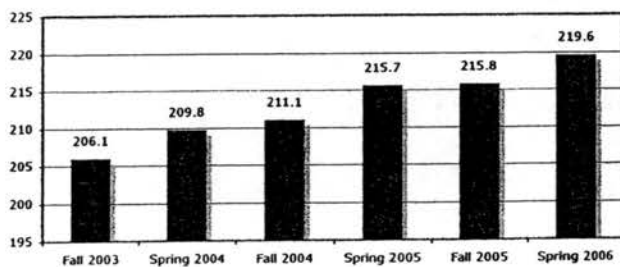
Reading Progression of 4th Grade



Mathematics Progression of 5th Grade



Reading Progression of 5th Grade





Moorhead Area Public Schools

*District Building
Data*

2001-02 through 2005-06

Moorhead Area Public Schools

Building Definitions

Teaching Staff

The number reflects the number of teaching staff at the end of the year. The information is also disaggregated by degrees and years experience. The data is provided by the Human Resources Office and the Staff Automated Report (STAR).

* 2005-2006 School year reflected a change in salary lane change from a quarter to a semester basis. In making this change, there was a need to list equivalent salary lanes to avoid confusion. The conversion chart lists the salary lane under the old quarter system to its equivalent salary lane under the new semester system:

BA	Equals	BA
BA+15	Equals	BA+10
BA+30	Equals	BA+20
BA+45	Equals	BA+30
BA+60	Equals	BA+40
BA+75	Equals	BA+50
BA+90	Equals	BA+60
BA+105	Equals	BA+70
MA	Equals	MA
MA+15	Equals	MA+10
MA+30	Equals	MA+20
MA+45	Equals	MA+30

Teacher Attendance

The information is gathered from the Substitute Employee Management System (SEMS) and disaggregated by the reporting categories for the system.

Moorhead Area Public Schools

Teaching Staff

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
BA	63	76	59	48	52
BA+10					31
BA+15	28	27	29	41	
BA+20					19
BA+30	22	16	17	15	46
BA+40					2
BA+45	49	48	41	46	
BA+50					3
BA+60	5	6	3	2	
BA+70					23
BA+75	3	3	3	3	
BA+90	2	2	2	1	
BA+105	33	30	28	27	
MA	32	27	26	34	34
MA+10					42
MA+15	30	28	36	45	
MA+20					33
MA+30	25	25	23	29	122
MA+45	101	98	99	108	

0 to 5 years	145	153	173	102	87
6 to 10 years	91	96	112	93	84
11 to 20 years	93	129	136	150	173
More than 20 years	62	72	76	54	64
Average years experience	13	12	11	12	13

Teacher Attendance	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Total Teaching Staff	411	419	394	399	407
Days of Sick Leave	2812.5	1954	2775	2915.5	2851
Days of Personal Leave	533.5	545	719.5	680.5	664
Days of Emergency Leave	292	194	218	223.5	285
Days of Athletic Leave	204.5	266	272	250.23	289
Days of Deduct	124.5	153	108	155.5	165
Days of Civic Leave	17.5	32.5	46.5	23	10.5
Days of Association Leave	52.5	26	17	30.5	9.5
Days of Conference Leave	938	947.5	875	760.5	1161
Days of Workers Comp Leave	0	11.5	0	0	0
Days of Misc Leave	232.5	143.5	200	99	189
Days of Childstudy/IEP	9	9	2.5	8.5	7.5
TOTAL	5216.5	4282	5233.5	5146.75	5631.5
Average Days Absent	12.69	10.22	13.28	12.9	13.84



Moorhead Area Public Schools

*Elementary
Demographic
Data*

2004-05 through 2005-06

Moorhead Elementary Demographic Definitions

1. Attendance Rate

The number represents the proportion of days that students were in attendance throughout the year. The formula for attendance rate is the Average Daily Attendance (ADA) divided by the Average Daily Membership (ADM).

2. Average Daily Attendance (ADA)

The Average Daily Attendance (ADA) is the average student attendance over the year.

3. Average Daily Membership (ADM)

The ADM is the average number of students enrolled over the course of the year. Average Daily Membership (ADM) is calculated based on the year-end data reported by the school district through the Minnesota Automated Reporting Student System (MARSS).

4. Detention

A teacher, principal, or designee may keep a student after school for correction of a violation, including tardiness to class. The information is collected from the principal in each school.

5. English Language Learners (ELL)

The data reflects the number of children who are English Language Learners (ELL) or who are Limited English Proficient (LEP), including immigrant children and youth. The program is also known as English as a Second Language (ESL).

6. Enrollment as of October 1

The number reflects the actual count of students enrolled on October 1 of the school year.

7. Ethnicity

The number of students and percentage of students listed by federal ethnic group categories as of October 1.

8. Free and Reduced Lunch Program (FRP)

The data includes the number of students who are receiving free and reduced lunch. The proportion of students approved for free and reduced lunch will be reflected in the number.

9. Home Language

The number is self reported as the language primarily used at home. Data will include the number of students and the home language.

10. Mobility

The number is given as it relates to those students who transferred from the building during the school year and number of students who entered the building during the school year. This data includes transfers within the district, those within the state and transfers from another state. The mobility will not reflect changes occurring from one school year to the next year based on natural progression from one building to the next. The information is collected through MARSS.

11. Special Education Status

The number of students in the district receiving special services listed by primary disability as of December 1. The information is collected in the Learner Support Services Office.

12. Student Discipline Reports:

Alcohol

The possession, use or being under the influence of any alcoholic product while on the school grounds or at school-sponsored activities. The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Physical Assaults/Fighting

Characterized by a violent aggressive behavior by two or more individuals with the intent of inflicting physical harm upon one another and differentiated from "poking, pushing, shoving or scuffling." The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Other Drug Use

This refers to the possession, sale, distribution, or use of any controlled substances as defined in Minnesota Statute 152.02 while on the school grounds or at school-sponsored activities.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Tobacco

The use or possession of any type of tobacco product, chewing, holding a lighted tobacco product, or exhaling smoke from the mouth or nose on school property or at school-sponsored activities.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Vandalism (Willful Damage of School Property or of the Property of Others):

"Willful Damage" is the intentional cutting, defacing, or damage of any property, real or personal belonging to the school district, or to any individual within the school setting

Weapons

A "weapon" means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self injury including, but not limited to, any firearm, whether loaded or unloaded; air guns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; numchucks; throwing stars; explosives; fireworks, mace and other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.

Weapons can also be any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or nonfunctional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon.

Articles designed for other purposes (i.e. lasers or laser pointers, belts, combs, pencils, files, scissors, etc.) to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

13. Suspensions

Out of school suspension is an action taken by the school administration prohibiting a pupil from attending school for a period of time no more than ten consecutive school days.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

14. Suspension-Bus

An action taken by the administration in a school to prohibit a student from riding the bus for a time period. The information is collected from the principal in each school.

15. Unexcused Absences

The numbers are collected from the student management reporting system, PowerSchool.

The following are examples of absences which will not be excused:

- 1) Truancy. An absence by a student that was not approved by the parent and/or the school district.
- 2) Any absence in which the student failed to comply with any reporting requirements of the school district's attendance procedures.
- 3) Work at home, including babysitting or running errands.
- 4) Work at a business, except under a school-sponsored work release program.
- 5) Absences resulting from cumulated unexcused tardies (3 tardies equal one unexcused absence).
- 6) Missing the bus, car trouble, oversleeping need for extra sleep, hair appointments, shopping, visiting friends, job interview, not returning to school following noon hour, leaving school ill without checking out with the health office, falsifying notes or explanations for absence, etc.

Moorhead Elementary Schools

	<i>Asp</i>		<i>Hopkins</i>		<i>Reinertsen</i>	
	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
1. Attendance Rate	96.75%	95.9%	97.13%	95.9%	97.45%	96.6%
2. Average Daily Attendance (ADA)	654	690	710	721	725	768
3. Average Daily Membership (ADM)	676	714	731	744	744	784
4. Detention	0	4	0	23	0	0
5. English Language Learners (ELL)	97	61	71	59	47	41
6. Enrollment as of October 1						
Kindergarten	111	131	162	112	126	138
Grade 1	103	122	125	151	124	142
Grade 2	125	106	122	125	114	126
Grade 3	111	126	121	122	125	121
Grade 4	133	112	121	121	135	125
Grade 5	114	123	97	118	127	142
Self Contained	0	0	3	3	2	1
Total	697	720	751	752	753	795
7. Ethnicity	<u>Oct. 04</u>	<u>Oct. 05</u>	<u>Oct. 04</u>	<u>Oct. 05</u>	<u>Oct. 04</u>	<u>Oct. 05</u>
Native American	19 2.7%	14 2.0%	28 3.7%	36 4.8%	18 2.4%	19 2.4%
Asian	13 1.9%	20 2.8%	17 2.3%	13 1.7%	10 1.3%	8 1.0%
Hispanic	116 16.8%	97 13.5%	74 9.8%	65 8.7%	31 4.1%	40 5.0%
Black	17 2.4%	26 3.6%	24 3.2%	19 2.5%	26 3.4%	27 3.4%
White	531 76.3%	559 78.1%	611 81.0%	616 82.2%	673 88.8%	706 88.2%
Percent Minority	23.7%	21.9%	19.0%	17.8%	11.2%	11.8%
8. Free and Reduced Lunch Program	<u>Oct. 04</u>	<u>Oct. 05</u>	<u>Oct. 04</u>	<u>Oct. 05</u>	<u>Oct. 04</u>	<u>Oct. 05</u>
Free	201	231	155	206	123	181
Reduced	44	48	40	44	39	31
% of Free & Reduced	35%	39%	26%	33%	22%	27%

Moorhead Elementary Schools

	<i>Asp</i>		<i>Hopkins</i>		<i>Reinertsen</i>	
9. Home Language	2004-05	2005-06	2004-05	2005-06	2004-05	2005-06
Afrikaans	0	2	0	0	0	0
Albanian	6	5	3	9	2	0
Arabic	1	0	0	1	2	1
Cambodian	0	1	0	0	0	0
Cebuano	0	1	0	0	0	0
Chinese	0	0	0	0	1	1
Cutchi	0	0	0	0	1	2
Dakotah	0	0	0	2	2	0
English	625	665	715	702	725	775
Hawaiian	0	0	2	2	0	0
Hindi	0	0	1	2	0	0
Japanese	0	0	0	0	1	0
Korean	0	0	0	0	2	1
Kurdish	21	15	9	13	29	23
Mongolian	0	0	0	1	0	0
Russian	0	0	0	0	1	1
Serbo-Croatian	4	7	5	7	3	1
Somali	0	0	4	0	2	5
Spanish	96	86	64	48	16	24
Vietnamese	12	13	8	5	0	0
10. Mobility						
Transfers Into Building	86	72	79	46	75	80
Transfers Out of Building	67	50	69	34	38	37
11. Special Education Status						
	Dec. 04	Dec. 05	Dec. 04	Dec. 05	Dec. 04	Dec. 05
Speech/Language Impaired	40	40	44	41	28	51
DCD Moderate	3	9	5	2	2	7
DCD Severe	1	0	0	1	2	1
Physically Impaired	5	6	1	4	2	2
Deaf/Hard of Hearing	2	2	2	2	2	4
Visual Impairment	0	0	0	0	0	0
Specific Learning Disability	17	18	17	13	19	16
Behavioral Disorders	7	8	12	13	4	11
Deaf-Blind	0	0	0	0	1	1
Other Health Impaired	21	22	21	24	17	20
Autistic	5	7	8	8	17	13
Development Delay	10	20	14	12	12	9
Traumatic Brain Injury	1	0	0	0	0	0
Severely Multiple Impaired	0	0	0	0	0	0
Total Disabilities Served	112	132	124	120	106	135

Moorhead Elementary Schools

	<i>Asp</i>		<i>Hopkins</i>		<i>Reinertsen</i>	
	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
12. Student Discipline Reports						
Alcohol	0	0	0	0	0	0
Physical Assault/Fighting	1	3	0	0	10	6
Other drug use	0	0	0	0	0	0
Theft	0	0	0	2	0	2
Tobacco	0	0	0	0	0	0
Vandalism	0	1	0	0	0	0
Weapons	1	0	0	0	0	0
 13. Suspensions	 2	 0	 0	 0	 0	 0
 14. Suspension: Bus	 1	 2	 2	 5	 5	 4
 15. Unexcused Absences						
0 Absences	235 34.61%	458 60.5%	270 36.64%	457 58.9%	413 54.99%	595 73.3%
1 to 5 Absences	293 43.15%	192 25.4%	303 41.11%	217 28.0%	262 34.89%	171 21.1%
6 to 10 Absences	62 9.13%	5 6.8%	71 9.63%	46 6.0%	38 5.06%	27 3.4%
11 to 15 Absences	41 6.04%	32 4.3%	28 3.80%	24 3.1%	24 3.20%	12 1.5%
16 to 20 Absences	27 3.98%	7 1.0%	24 3.26%	20 2.6%	9 1.20%	3 0.4%
21 or More Absences	21 3.09%	17 2.3%	41 5.56%	13 1.7%	5 0.67%	4 0.5%



Moorhead Area Public Schools

*Elementary
Achievement
Data*

2004-05 through 2005-06

Moorhead Elementary Achievement Definitions

1. Retention in Grade

Retention of students is an option for students at any grade level who, after intensive interventions, are performing below expectations for the grade level. The decision to retain is made with teacher, parent and administrative recommendation. The information is provided by the principal.

2. Minnesota Comprehensive Assessments (MCA-II)

The MCA – II are the Minnesota Comprehensive Assessments that are given to students in reading and mathematics annually for schools and school districts to measure student progress toward state academic standards, as required by federal education mandates and guidelines (NCLB). State officials this year introduced a new test that will better reflect how students are doing with more rigorous standards. Because it is a new test, the results should not be directly compared with the tests from the previous years. In the 2005-06 school year, the tests were given in grades three through eight, and grades 10 and 11.

There are four achievement levels for the MCA-II's:

- Exceeds the Standards (E)
- Meets the Standards (M)
- Partially Meets the Standards (P)
- Does Not Meet the Standards (D)

3. Measures of Academic Progress (MAP)

The MAP assessment is a computerized, adaptive test that measures student achievement. Moorhead Area Public Schools use state-aligned MAP tests in reading and mathematics.

MAP tests provide results that can be used to:

- Identify the skills and concepts individual students have learned
- Diagnose instructional needs
- Monitor academic growth over time
- Make data-driven decisions at the classroom, school, and district levels
- Place new students in appropriate instructional programs

RIT Scale

The scale used in the MAP assessment is divided into equal parts, like centimeters on a ruler. These parts are called RIT, which is short for Rasch Unit (after Danish Statistician Georg Rasch).

Because the tests are adaptive and the test items displayed are based on student performance, not age or grade, a score means the same thing. For example, a third grader who received a score of 210 and a fourth grader who received a score of 210 are learning at the same level. This allows growth to be measured.

The RIT scale is infinite, but most student scores fall between the values of 140 and 300. Like meters or pounds, the scale is equal-interval, meaning that the distance between 170 and 182 is the same as the distance between 240 and 252. This allows educators to apply simple mathematical equations to the scores to determine information such as the mean and median scores in a class or grade.

MCA II May 2006
Proficiency

Grade 3	Asp	Hopkins	SGR	District	State
Reading					
Proficient	79.82	86.49	81.25	82.49	81.61
Not Proficient	20.18	13.51	18.75	17.51	18.39
 Grade 3					
Mathematics					
Proficient	71.20	75.81	75.44	74.10	77.86
Not Proficient	28.80	24.19	24.56	25.90	22.14

Grade 4	Asp	Hopkins	SGR	District	State
Reading					
Proficient	75.93	83.19	85.84	81.74	76.71
Not Proficient	24.09	16.81	14.16	18.26	23.29
 Grade 4					
Mathematics					
Proficient	57.39	73.33	74.38	68.54	68.99
Not Proficient	42.61	26.67	25.62	31.46	31.01

Grade 5	Asp	Hopkins	SGR	District	State
Reading					
Proficient	76.67	83.48	75.18	78.23	76.92
Not Proficient	23.33	16.52	24.82	21.77	23.08
 Grade 5					
Mathematics					
Proficient	60.32	55.46	60.00	58.70	58.91
Not Proficient	39.68	44.54	40.00	41.30	41.09

**MCA II May 2006
Achievement Levels**

Grade 3	Asp	Hopkins	SGR	District	State
Reading					
Exceeds Std	50.00	55.86	58.04	54.60	55.09
Meets Std	29.82	30.63	23.21	27.89	26.52
Partially Meets	13.16	7.21	10.71	10.39	9.35
Does Not Meet	7.02	6.31	8.04	7.12	9.04
Grade 3					
Mathematics					
Exceeds Std	28.80	27.42	26.32	27.55	31.32
Meets Std	42.40	48.39	49.12	46.56	46.54
Partially Meets	22.40	17.74	17.54	19.28	16.61
Does Not Meet	6.40	6.45	7.02	6.61	5.53

Grade 4	Asp	Hopkins	SGR	District	State
Reading					
Exceeds Std	40.74	49.56	44.25	44.91	42.27
Meets Std	35.19	33.63	41.59	36.83	34.44
Partially Meets	13.89	10.62	8.85	11.08	13.78
Does Not Meet	10.19	6.19	5.31	7.19	9.50
Grade 4					
Mathematics					
Exceeds Std	18.26	27.50	15.70	20.51	26.68
Meets Std	39.13	45.83	58.68	48.03	42.31
Partially Meets	28.70	18.33	18.18	21.63	19.27
Does Not Meet	13.90	8.33	7.44	9.83	11.73

Grade 5	Asp	Hopkins	SGR	District	State
Reading					
Exceeds Std	41.67	46.09	42.34	43.28	35.42
Meets Std	35.00	37.39	32.85	34.95	41.50
Partially Meets	14.17	9.57	21.90	15.59	15.04
Does Not Meet	9.17	6.96	2.92	6.18	8.04
Grade 5					
Mathematics					
Exceeds Std	19.84	25.21	23.57	22.86	22.15
Meets Std	40.48	30.25	36.43	35.84	36.75
Partially Meets	17.46	29.41	25.71	24.16	23.09
Does Not Meet	22.22	15.13	14.29	17.14	18.00

Measures of Academic Progress (MAP)

MAP Asp Reading

Asp	Fall 2005 Mean RIT	Fall 2006 Mean RIT	Growth
Grade 3	171.4	186.4	15.0
Grade 4	189.9	200.3	10.4
Grade 5	199.3	2061.0	6.8

MAP Asp Mathematics

Asp	Fall 2005 Mean RIT	Fall 2006 Mean RIT	Growth
Grade 3	177.1	191.8	14.7
Grade 4	193.2	205.1	11.9
Grade 5	204.8	217.2	12.4

MAP Hopkins Reading

Hopkins	Fall 2005 Mean RIT	Fall 2006 Mean RIT	Growth
Grade 3	173.6	192.4	18.8
Grade 4	191.3	201.5	10.2
Grade 5	204.0	211.2	7.2

MAP Hopkins Mathematics

Hopkins	Fall 2005 Mean RIT	Fall 2006 Mean RIT	Growth
Grade 3	179.4	195.6	16.2
Grade 4	195.1	207.0	11.9
Grade 5	209.6	221.5	11.9

MAP Reinertsen Reading

Reinertsen	Fall 2005 Mean RIT	Fall 2006 Mean RIT	Growth
Grade 3	176.6	193.1	16.5
Grade 4	193.8	204.1	10.3
Grade 5	201.9	209.9	8.0

MAP Reinertsen Mathematics

Reinertsen	Fall 2005 Mean RIT	Fall 2006 Mean RIT	Growth
Grade 3	179.9	196.9	17.0
Grade 4	196.7	210.5	13.8
Grade 5	207.7	218.2	10.5



Moorhead Area Public Schools

*Elementary
Building
Data*

2004-05 through 2005-06

Moorhead Area Public Schools Building Definitions

Teaching Staff

The number reflects the number of teaching staff at the end of the year. The information is disaggregated by degrees and years experience. The data is provided by the Human Resources Office and the Staff Automated Report (STAR).

* 2005-2006 School year reflected a change in salary lane change from a quarter to a semester basis. In making this change, there was a need to list equivalent salary lanes to avoid confusion. The conversion chart lists the salary lane under the old quarter system to its equivalent salary lane under the new semester system:

BA	Equals	BA
BA+15	Equals	BA+10
BA+30	Equals	BA+20
BA+45	Equals	BA+30
BA+60	Equals	BA+40
BA+75	Equals	BA+50
BA+90	Equals	BA+60
BA+105	Equals	BA+70
MA	Equals	MA
MA+15	Equals	MA+10
MA+30	Equals	MA+20
MA+45	Equals	MA+30

Heat and Electricity per square foot

The number reflects the cost of heating and electricity for the building. The cost per square foot of the building is obtained by dividing by the total cost by the total square footage. The information is provided from the maintenance office.

Moorhead Elementary Schools

Teaching Staff	<i>Asp</i>		<i>Hopkins</i>		<i>Reinertsen</i>	
	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
BA	4	6	11	17	2	4
BA+10		3		2		2
BA+15	3		7		2	
BA+20		4		5		2
BA+30	4	3	2	6	2	8
BA+40				1		1
BA+45	4		8		9	
BA+50		1				1
BA+60	0		1		1	
BA+70		9		1		3
BA+75	1		0		1	
BA+90	0		0		0	
BA+105	11		2		4	
MA	2	2	7	8	5	3
MA+10		7		4		8
MA+15	7		2		9	
MA+20		4		1		8
MA+30	4	16	3	14	6	18
MA+45	12		14		15	
0 to 5 years	13	12	16	13	14	7
6 to 10 years	13	8	12	8	13	15
11 to 20 years	14	28	25	24	23	25
More than 20 years	12	7	4	14	6	11
Average years experience	14	12	11	14.5	12	13.6

**Heat and Electricity Cost
Comparison per square foot**

	<i>Asp</i>		<i>Hopkins</i>		<i>Reinertsen</i>	
	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
Square Foot	98,510	98,510	111,005	111,005	103,600	103,600
Cost for Electricity	\$55,589	\$56,059	\$62,622	\$64,774	\$77,566	\$94,963
Cost per square foot	\$0.56	\$0.57	\$0.56	\$0.58	\$0.75	\$0.92
Square Foot	98,510	98,510	111,005	11,005	103,600	103,600
Cost for Heat	\$48,660	\$40,387	\$51,893	\$44,185	\$53,552	\$49,891
Cost per square foot	\$0.49	\$0.41	\$0.47	\$0.40	\$0.52	\$0.48



Moorhead Area Public Schools

*High School
Demographic
Data*

2001-02 through 2005-06

Moorhead High School

Demographic Definitions

1. Attendance Rate

The number represents the proportion of days that students were in attendance throughout the year. The formula for attendance rate is the Average Daily Attendance (ADA) divided by the Average Daily Membership (ADM).

2. Average Daily Attendance (ADA)

The Average Daily Attendance (ADA) is the average student attendance over the year.

3. Average Daily Membership (ADM)

The ADM is the average number of students enrolled over the course of the year. Daily Membership (ADM) is calculated based on the year-end data reported by the school district through the Minnesota Automated Reporting Student System (MARSS).

4. Detention

A teacher, principal, or designee may keep a student after school for correction of a violation, including tardiness to class. The information is collected from the principal in each school.

5. Drop Out Rate

The number represents the cumulative dropouts for grades 7-12 reported by the district for the school year. Dropout rates can be calculated by totaling the reported dropouts for that year and dividing by the October 1 enrollment for grades 7-12. This information is a part of the MARSS information.

6. English Language Learners (ELL)

The data reflects the number of children who are English Language Learners (ELL) or who are Limited English Proficient (LEP), including immigrant children and youth. The program is also known as English as a Second Language (ESL).

7. Enrollment as of October 1

The number reflects the actual count of students enrolled on October 1 of the school year.

8. Ethnicity

The number of students and percentage of students listed by federal ethnic group categories as of October 1.

9. Extra Curricular Activities

The data provides information on males and female participates in high school activities. The data is gathered by the activities office.

10. Free and Reduced Lunch Program (FRP)

The data includes the number of students who are receiving free and reduced lunch. The proportion of students approved for free and reduced lunch will be reflected in the number.

11. Home Language

The number is self reported as the language primarily used at home. Data will include the number of students and the home language.

12. Mobility

The number is given as it relates to those students who transferred from the building during the school year and number of students who entered the building during the school year. This data includes transfers within the district, those within the state and transfers from another state. The mobility will not reflect changes occurring from one school year to the next year based on natural progression from one building to the next. The information is collected through MARSS.

13. Special Education Status

The number of students in the district receiving special services listed by primary disability as of December 1. The number is collected in the Learner Support Services Office.

14. Student to Computer Ratio

The average number of students per computer in the school. The information is provided by the technology department.

15. Student Discipline Reports:

Alcohol

The possession, use or being under the influence of any alcoholic product while on the school grounds or at school-sponsored activities. The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Physical Assaults/Fighting

Characterized by a violent aggressive behavior by two or more individuals with the intent of inflicting physical harm upon one another and differentiated from "poking, pushing, shoving or scuffling." The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Other Drug Use

This refers to the possession, sale, distribution, or use of any controlled substances as defined in Minnesota Statute 152.02 while on the school grounds or at school-sponsored activities.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Tobacco

The use or possession of any type of tobacco product, chewing, holding a lighted tobacco product, or exhaling smoke from the mouth or nose on school property or at school-sponsored activities.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Vandalism (Willful Damage of School Property or of the Property of Others):

"Willful Damage" is the intentional cutting, defacing, or damage of any property, real or personal belonging to the school district, or to any individual within the school setting

Weapons

A "weapon" means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self injury including, but not limited to, any firearm, whether loaded or unloaded; air guns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; numchucks; throwing stars; explosives; fireworks, mace and other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.

Weapons can also be any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or nonfunctional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon.

Articles designed for other purposes (lasers or laser pointers, belts, combs, pencils, files, scissors, etc.) to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

16. Suspensions

Out of school suspension is an action taken by the school administration prohibiting a pupil from attending school for a period of time no more than ten consecutive schools days.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

17. Suspension-Bus

An action taken by the administration in a school to prohibit a student from riding the bus for a time period. The information is collected from the principal in each school.

18. Unexcused Absences

The numbers are collected from the student management reporting system, PowerSchool.

The following are examples of absences which will not be excused:

- 1) Truancy. An absence by a student that was not approved by the parent and/or the school district.
- 2) Any absence in which the student failed to comply with any reporting requirements of the school district's attendance procedures.
- 3) Work at home, including babysitting or running errands.
- 4) Work at a business, except under a school-sponsored work release program.
- 5) Absences resulting from cumulated unexcused tardies (3 tardies equal one unexcused absence).
- 6) Missing the bus, car trouble, oversleeping need for extra sleep, hair appointments, shopping, visiting friends, job interview, not returning to school following noon hour, leaving school ill without checking out with the health office, falsifying notes or explanations for absence, etc.

Moorhead High School

1. Attendance Rate	<u>2001-02</u> 94.43%	<u>2002-03</u> 94.15%	<u>2003-04</u> 94.22%	<u>2004-05</u> 92.67%	<u>2005-06</u> 93.2%
2. Average Daily Attendance (ADA)	<u>2001-02</u> 1629	<u>2002-03</u> 1593	<u>2003-04</u> 1582	<u>2004-05</u> 1542	<u>2005-06</u> 1487
3. Average Daily Membership (ADM)	<u>2001-02</u> 1725	<u>2002-03</u> 1692	<u>2003-04</u> 1679	<u>2004-05</u> 1664	<u>2005-06</u> 1596
4. Detention	<u>2001-02</u> 576	<u>2002-03</u> 661	<u>2003-04</u> 3050	<u>2004-05</u> 3157	<u>2005-06</u> 2250
5. Dropout Rate (Grades 7-12) Drop Out Index	<u>2001-02</u> 66 2.46	<u>2002-03</u> 49 1.81	<u>2003-04</u> 38 1.43	<u>2004-05</u> 26 1.50	<u>2005-06</u> 24 1.44
6. English Language Learners	<u>Oct. 01</u> 106	<u>Oct. 02</u> 96	<u>Oct. 03</u> 76	<u>Oct. 04</u> 103	<u>Oct. 05</u> 93
7. Enrollment as of October 1	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Grade 9	437	402	430	417	398
Grade 10	430	443	400	449	422
Grade 11	446	431	446	401	442
Grade 12	424	441	435	445	411
Total	1737	1717	1711	1712	1673
8. Ethnicity	<u>Oct 01</u>	<u>Oct 02</u>	<u>Oct 03</u>	<u>Oct 04</u>	<u>Oct. 05</u>
Native American	15 0.89%	23 1.35%	29 1.69%	30 1.80%	29 1.7%
Asian	23 1.37%	21 1.23%	22 1.29%	20 1.17%	18 1.1%
Hispanic	76 4.52%	90 5.26%	91 5.32%	103 6.02%	112 6.7%
Black	41 2.44%	34 1.99%	35 2.05%	34 1.99%	30 1.8%
White	1528 90.79%	1542 90.18%	1534 89.66%	1513 88.38%	1474 88.6%
Percent Minority	9.21%	9.82%	10.34%	10.97%	11.4%

Moorhead High School

9. Extra Curricular Activities

	<u>2001-02</u>		<u>2002-03</u>		<u>2003-04</u>		<u>2004-05</u>		<u>2005-06</u>	
	M	F	M	F	M	F	M	F	M	F
Baseball	52	00	50	00	49	00	50	00	47	00
Basketball	65	47	47	38	55	37	44	29	49	38
Cheerleading	00	25	00	26	00	31	00	20	00	17
Cross Country	20	18	19	18	27	25	30	24	19	29
Danceline	00	32	00	29	00	28	00	30	00	24
Football	159	00	144	00	140	00	113	00	130	00
Golf	30	22	20	17	18	16	19	20	19	13
Gymnastics	00	13	00	10	00	05	00	14	00	13
Hockey	45	22	46	18	44	23	40	23	37	17
Soccer	64	44	60	53	57	53	49	54	42	49
Softball	00	26	00	29	00	29	00	27	00	32
Swimming	28	25	24	47	21	41	26	36	20	41
Tennis	20	20	15	39	15	30	25	29	25	28
Track	89	54	86	50	72	68	71	66	69	56
Volleyball	00	44	00	39	00	39	00	45	00	43
Wrestling	19	00	23	00	21	00	21	00	25	00
Apollo Strings	06	14	03	10	03	18	03	17	01	16
Business Professionals							08	01	03	01
Cho Kio	01	19	00	11	01	10	03	09	01	04
Debate	14	08	14	11	11	11	13	20	12	18
Drill/Flag Team	00	08	00	12	00	11	00	07		
Key Club	15	25	23	32	33	64	31	92	20	78
Knowledge Bowl	24	04	19	06	10	08	17	14	12	10
Math League	16	07	12	03	09	04	10	06	08	04
Mock Trial	04	08	03	06	04	07	03	08	03	08
Musical	25	34	35	40	29	40	18	26	13	14
Pep Band	23	29	13	38	21	36	23	32	17	27
Play	28	22	33	27	18	23	17	22	12	16
Science Challenge	12	03	14	02	22	03	15	05	10	05
Speech	15	27	27	53	28	56	33	64	25	53
Spud Paper	15	08	08	07	09	06	03	08		
Student Council	09	29	08	44	04	45	04	42	02	35

10. Free and Reduced Lunch Program

	<u>Oct. 01</u>	<u>Oct. 02</u>	<u>Oct. 03</u>	<u>Oct. 04</u>	<u>Oct. 05</u>
Free	254	302	267	284	276
Reduced	99	76	68	82	70
% of Free & Reduced	21%	22%	20%	22%	21%

11. Home Language

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
American Sign Language (ASL)	0	0	0	0	0
Afrikaans	0	0	0	1	0
Albanian	0	0	0	3	3
Arabic	4	3	2	3	5
Cambodian	0	0	0	0	2
Chinese	0	1	2	1	2

Moorhead High School

Cutchi	0	0	0	1	1
Dakotah	0	0	0	1	1
Dutch	0	0	0	1	0
English	1633	1535	1612	1606	1546
Farsi	0	1	0	0	0
French	0	0	0	2	0
German	8	0	8	11	3
Japanese	1	0	0	0	0
Kurdish	23	25	30	29	28
Laotian	3	3	2	3	1
Nepali	0	0	0	0	1
Norwegian	1	0	0	0	1
Okinawan	0	1	0	0	0
Persian	1	0	4	4	3
Polish	2	1	1	0	0
Portuguese	2	0	1	1	0
Russian	3	1	1	3	4
Serbo-Croatian	1	2	2	3	5
Somali	18	15	11	7	9
Spanish	97	64	94	98	98
Swahili	1	1	2	2	3
Swedish	4	2	3	0	1
Thai	0	0	1	1	0
Turkish	0	0	1	1	1
Ukranian	0	0	0	0	1
Vietnamese	8	7	4	3	1

12. Mobility	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Transfers Into Building	104	68	118	121	122
Transfers Out of Building	102	37	74	90	68

13. Special Education Status	<u>Oct. 01</u>	<u>Oct. 02</u>	<u>Oct. 03</u>	<u>Oct. 04</u>	<u>Oct. 05</u>
Speech/Language Impaired	5	9	13	9	10
DCD Moderate	10	15	16	20	14
DCD Severe	18	12	13	12	8
Physically Impaired	11	11	9	5	4
Deaf/Hard of Hearing	1	3	5	6	9
Visual Impairment	1	0	0	0	0
Specific Learning Disability	107	102	94	81	90
Behavioral Disorders	57	52	51	43	29
Deaf-Blind	0	0	0	0	0
Other Health Impaired	44	56	72	87	80
Autistic	12	12	13	15	21
Developmental Delay	0	0	0	0	0
Traumatic Brain Injury	2	1	0	0	1
Severely Multiple Impaired	0	2	0	0	2
Total Disabilities Served	268	275	286	278	268

Moorhead High School

14. Student to Computer Ratio	<u>2001-02</u> 3 to 1	<u>2002-03</u> 3 to 1	<u>2003-04</u> 3 to 1	<u>2004-05</u> 3 to 1	<u>2005-06</u> 3 to 1
15. Student Discipline Reports	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Alcohol	0	3	19	5	1
Other Drug Use	3	10	18	12	3
Physical Assaults/Fighting	16	35	21	26	22
Theft				3	5
Threat/Intimidation				2	7
Tobacco	15	17	14	15	4
Vandalism	4	5	40	4	1
Weapons	2	4	1	1	3
16. Suspensions	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Out of School	59	114	111	80	68
In School	148	320	421	369	453
17. Suspensions-Bus	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	13	0	0	0	0
18. Unexcused Absences	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
# Students	111	550	423	644	642
0 Unexcused Absences	6.60%	32.03%	25.75%	39.36%	39.2%
	590	584	652	558	670
1 to 5 Unexcused Absences	35.06%	34.01%	39.68%	34.11%	40.9%
	485	266	174	119	187
6 to 10 Unexcused Absences	28.82%	15.49%	10.59%	7.27%	11.4%
	237	125	100	82	49
11 to 15 Unexcused Absences	14.08%	7.28%	6.09%	5.02%	3.0%
	118	58	76	63	27
16 to 20 Unexcused Absences	7.01%	3.38%	4.63%	3.84%	1.7%
	142	134	216	170	64
21 or More Unexcused Absences	8.44%	7.80%	13.15%	10.40%	3.9%



Moorhead Area Public Schools

*High School
Achievement
Data*

2001-02 through 2005-06

Moorhead High School

Achievement Data Definitions

1. ACT

The ACT is the predominate tests for college admission in the Midwest. The ACT is usually first taken in the spring of the junior year. The ACT is a two hour and 55 minutes multiple-choice tests. The total test is scored on a 0 (low) to 36 (high) basis, and its scores are reported in four categories: English, Reading, Mathematics, and Science Reasoning with a composite average of the four areas. The sub-scores are reported in a range between 1 and 18.

Core Curriculum

Students indicate the courses in which they are enrolled. The test is disaggregated by those students who take the core curriculum.

The core curriculum:
4 units English
3 units Mathematics
3 units Science
3 units Social Studies

All Graduates

The scores are reported for all students taking the ACT test.
This information is a part of the report sent to the district by ACT.

2. Percent of ACT-Tested Students Ready for College-Level Coursework

Only the ACT reports College Readiness Benchmark Scores. A benchmark score is the minimum score needed on an ACT subject-area test to indicate a 50% change of obtaining a B or higher or about a 75% change of obtaining a C or higher in the corresponding credit-bearing college courses. These scores were empirically derived based on the actual performance of students in college. The College Readiness Benchmark Scores are:

<u>College Course/Course Area</u>	<u>ACT Test</u>	<u>Benchmark Score</u>
English Composition	English	18
Algebra	Mathematics	22
Social Sciences	Reading	21
Biology	Science	24

3. Basic Skills Tests

The Basic Skills Tests ensure that all high school graduates have the basic reading, writing and math skills they need to live and work in today's society. Students in grades 9-12 are required to pass these tests in order to graduate from high school.

4. Grade Distribution by Ethnicity

The report is generated from the student data management system (PowerSchool) at the end of the year. The data provides information regarding the grades of all students broken into ethnicity categories.

5. Failure Rate

The data is generated from the student data management system (Power School) to provide information on the percentage of student failures in courses.

6. Post Secondary Options

Information is provided from the counseling department at Moorhead High School regarding the number of students, the classes taken, and grades received as a part of the Post Secondary Options program.

7. Advanced Placement Examinations (AP)

AP is a program of college-level courses and exams that gives high school students the opportunity to receive advanced placement and/or credit in college. Currently 60 percent of the nation's high schools participate in AP. Most of the nation's colleges and universities have an AP policy granting incoming students credit, placement, or both for qualifying AP exams.

Every examination receives an overall grade on a five-point scale:

Examination Grade

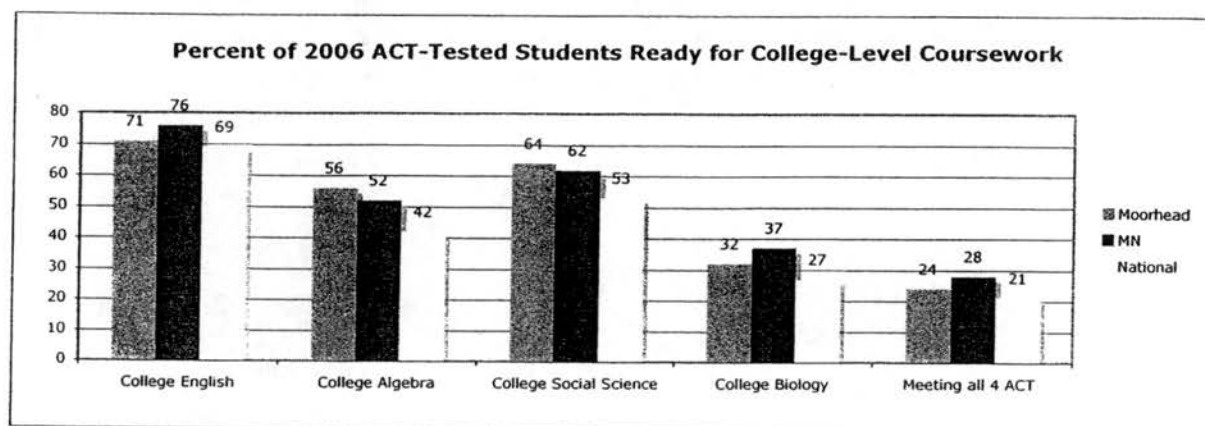
Extremely well qualified	5
Well qualified	4
Qualified	3
Possibly qualified	2
No recommendation	1

Moorhead High School

		<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
I. ACT Scores - Core Curriculum						
English	Moorhead	21.6	22	21	21	21.2
	State	22	22	22.2	22.3	22.4
	National	21.4	21.4	21.5	21.5	21.6
Math	Moorhead	23.8	24	23.2	22.5	23.2
	State	22.9	22.7	22.8	22.9	22.9
	National	21.6	21.6	21.7	21.7	21.8
Reading	Moorhead	23.4	23.7	22.5	22.8	22.8
	State	23.2	23.2	23.3	23.3	23.3
	National	22.2	22.2	22.3	22.2	22.3
Science	Moorhead	23.2	23.5	22.5	22.4	22.4
	State	22.9	22.9	22.9	23	22.9
	National	21.7	21.7	21.7	21.8	21.7
Composite	Moorhead	23.1	23.4	22.4	22.3	22.5
	State	22.9	22.8	22.9	23	23
	National	21.8	21.8	21.9	21.9	22
ACT Scores - All Graduates		<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
English	Moorhead	21.3	21.1	20.1	20.4	20.6
	State	21.2	21.2	21.4	21.6	21.6
	National	20.2	20.3	20.4	20.4	20.5
Math	Moorhead	23.2	23	22.1	21.9	22.5
	State	22	21.8	22	22.1	22.1
	National	20.6	20.6	20.7	20.7	20.8
Reading	Moorhead	23	22.8	21.7	22.3	22.3
	State	22.5	22.4	22.6	22.7	22.6
	National	21.1	21.2	21.3	21.3	21.4
Science	Moorhead	23	22.7	21.8	21.9	22
	State	22.3	22.2	22.3	22.4	22.3
	National	20.8	20.8	20.9	20.9	20.9
Composite	Moorhead	22.8	22.5	21.6	21.7	22
	State	22.1	22	22.2	22.3	22.3
	National	20.8	20.8	20.9	20.9	21.1

Moorhead High School

2. Percent of ACT-Tested Students Ready for College-Level Coursework



5 Year Trends-Percent of Students Meeting College Readiness Benchmarks

		<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
English	Moorhead	76	77	68	71	71
	State	75	75	76	76	76
	National	67	67	68	57	69
Math	Moorhead	61	61	53	51	56
	State	51	49	51	53	52
	National	39	40	40	41	42
Reading	Moorhead	70	65	53	64	64
	State	63	61	61	61	62
	National	53	52	52	51	53
Science	Moorhead	37	37	33	30	32
	State	35	35	36	37	37
	National	26	26	26	26	27
Meeting all Four	Moorhead	31	30	25	20	24
	State	27	27	28	29	28
	National	20	20	21	21	21

3. Basic Skills Tests

Class of 2006

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Reading					
Passed	323	365	380	373	373
Percent Passed	76.00%	82.40%	88.79%	89.23%	94.43%
Not Passed	75	67	39	36	15
Percent Not Passed	17.64%	15.13%	9.12%	8.61%	3.80%
Not Yet Tested	25	10	5	2	3
Percent Not Yet Tested	5.88%	2.26%	1.17%	0.48%	0.76%
Exempt	2	1	4	7	4

Moorhead High School

Mathematics	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Passed	321	363	361	359	361
Percent Passed	75.52%	81.95%	84.35%	85.89%	93.29%
Not Passed	79	72	61	45	21
Percent Not Passed	18.58%	16.26%	14.26%	10.77%	5.43%
Not Yet Tested	23	6	2	7	1
Percent Not Yet Tested	5.41%	1.36%	0.47%	1.67%	0.26%
Exempt	2	2	4	7	4

Writing	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Passed			368	384	373
Percent Passed			85.98%	91.87%	93.96%
Not Passed			33	21	16
Percent Not Passed			7.71%	5.02%	4.03%
Not Yet Tested			23	6	4
Percent Not Yet Tested			5.37%	1.44%	1.01%
Exempt			4	7	4

Class of 2007

Reading	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Passed			384	410	408
Percent Passed			83.12%	87.23%	89.67%
Not Passed			63	50	36
Percent Not Passed			13.64%	10.64%	7.92%
Not Yet Tested			11	8	7
Percent Not Yet Tested			2.38%	1.70%	1.54%
Exempt			4	2	4

Mathematics	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Passed			360	384	394
Percent Passed			77.92%	81.70%	86.60%
Not Passed			91	72	52
Percent Not Passed			19.70%	15.32%	11.43%
Not Yet Tested			7	12	5
Percent Not Yet Tested			1.52%	2.55%	1.10%
Exempt			4	2	4

Writing	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Passed				414	420
Percent Passed				88.09%	94.39%
Not Passed				26	18
Percent Not Passed				5.53%	4.05%
Not Yet Tested				28	3
Percent Not Yet Tested				5.96%	0.68%
Exempt				2	4

Moorhead High School

Class of 2008

Reading	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Passed			343	368	387
Percent Passed			80.71%	84.40%	88.56%
Not Passed			75	61	41
Percent Not Passed			17.65%	13.99%	9.39%
Not Yet Tested			7	5	9
Percent Not Yet Tested			1.65%	1.15%	2.06%
Exempt			0	2	0

Mathematics	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Passed			329	344	367
Percent Passed			77.41%	78.90%	83.99%
Not Passed			94	82	63
Percent Not Passed			22.12%	18.81%	14.42%
Not Yet Tested			2	8	7
Percent Not Yet Tested			0.47%	1.83%	1.61%
Exempt			0	2	0

Class of 2009

Reading	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Passed				328	331
Percent Passed				80.79%	79.76%
Not Passed				73	69
Percent Not Passed				17.98%	16.63%
Not Yet Tested				5	15
Percent Not Yet Tested				1.23%	3.62%

Mathematics	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Passed				297	309
Percent Passed				73.15%	74.46%
Not Passed				100	96
Percent Not Passed				24.63%	23.14%
Not Yet Tested				9	10
Percent Not Yet Tested				2.22%	2.41%

4. Grade Distribution by Ethnicity

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
American Indian					
A	41 16.07%	28 12.50%	42 18.00%	37 22.29%	29 13.68%
B	74 29.01%	53 23.66%	56 24.00%	42 25.30%	49 23.12%
C	64 25.09%	57 25.45%	59 25.00%	39 23.49%	54 25.48%
D	32 12.54%	45 20.09%	41 17.00%	22 13.25%	39 18.40%

Moorhead High School

Asian

F	39 15.29%	38 16.96%	37 16.00%	22 13.25%	29 13.68%
S	5 1.96%	3 1.34%	3 1.00%	1 0.60%	4 1.89%
P				3 1.81%	8 3.78%
A	124 45.09%	131 53.91%	164 60.00%	109 56.19%	131 64.54%
B	86 31.27%	62 25.51%	63 23.00%	39 20.10%	40 19.71%
C	46 16.73%	21 8.64%	21 8.00%	13 6.70%	17 8.38%
D	13 4.73%	14 5.76%	11 4.00%	8 4.12%	7 3.45%
F	2 0.73%	10 4.12%	11 4.00%	23 11.86%	2 0.99%
S	4 1.45%	5 2.06%	2 1.00%	0 0.00%	3 1.48%
P				1 0.52%	3 1.48%
I				1 0.52%	0 0.00%

Hispanic

A	144 13.07%	129 14.46%	170 18.00%	197 21.79%	164 16.79%
B	263 23.88%	234 26.23%	215 23.00%	208 23.01%	231 23.65%
C	284 25.79%	217 24.33%	203 22.00%	184 20.35%	205 20.99%
D	165 14.98%	153 17.15%	144 15.00%	128 14.16%	158 16.18%
F	211 19.16%	123 13.79%	168 18.00%	151 16.70%	197 20.17%
P	0 0.00%	0 0.00%	16 2.00%	19 2.10%	20 2.05%
S	34 3.08%	36 4.04%	19 2.00%	3 0.33%	2 0.21%
I				14 1.55%	0 0.00%

Black

A	91 20.92%	96 24.06%	94 25.00%	90 28.39%	70 25.65%
B	123 28.28%	125 31.33%	106 28.00%	98 30.91%	71 26.01%

Moorhead High School

C	90 20.69%	90 22.56%	78 20.00%	67 21.14%	63 23.08%
D	56 12.87%	49 12.28%	44 12.00%	21 6.62%	30 10.99%
F	41 9.43%	25 6.27%	34 9.00%	27 8.52%	17 6.23%
S	34 7.82%	14 3.51%	20 5.00%	9 2.84%	5 1.84%
P				0 0.00%	13 4.77%
I				0 0.00%	4 1.47%

White

A	7481 41.05%	7312 41.06%	7331 41.00%	7078 48.03%	6581 45.56%
B	5628 30.89%	5455 30.64%	5291 30.00%	3933 26.69%	3796 26.28%
C	2943 16.15%	2989 16.79%	2879 16.00%	2099 14.24%	2141 14.83%
D	1197 6.57%	1250 7.02%	1231 7.00%	875 5.94%	1044 7.23%
F	737 4.04%	597 3.35%	716 4.00%	481 3.26%	628 4.35%
S	236 1.30%	203 1.14%	131 0.80%	24 0.16%	18 0.13%
P			93 0.60%	157 1.07%	179 1.24%
I			77 0.50%	90 0.61%	58 0.41%

5. Failure Rate

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
No Failures	77.42%	80.00%	71.52%	93.77%	77.00%
1 Failure	12.89%	9.21%	14.85%	5.02%	10.38%
2 Failures	5.17%	4.12%	7.30%	0.93%	4.58%
3 Failures	2.79%	2.36%	2.92%	0.19%	3.18%
4 Failures	1.19%	1.45%	2.01%	0.08%	2.32%
5 or More Failures	0.53%	2.85%	1.40%	0.01%	2.57%

Moorhead High School

6. Post Secondary Options	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Art	2	3	1	1	1
Business	5	0	2	1	1
Communications	2	4	4	0	0
Computer Science	4	1	0	6	2
Criminal Justice	2	3	0	0	1
Economics				2	4
English	50	30	24	27	17
Health	1	1	0	1	2
Industrial Technology	0	1	1	0	0
Mathematics	12	9	4	8	9
Music	2	2	7	4	4
Personal & Family Life	2	2	0	0	0
Physical Education	2	0	0	1	6
Psychology				2	5
Science	12	7	12	7	14
Social Science	18	23	18	5	8
Sociology				0	4
US History				5	4
World Language	18	14	14	10	6
Number of Student Participating	46/39	46/39	14/15	30	27
Number of Class Taken	132	132	94	81	112
Grade Received	A				
	52	48	50	44	56
	34.21%	48.00%	54.00%	54.20%	50.00%
	B				
	47	36	22	25	34
	30.92%	36.00%	23.00%	30.70%	30.40%
	C				
	22	10	13	2	10
	14.47%	10.00%	14.00%	2.40%	7.30%
	D				
	7	2	1	2	4
	4.61%	2.00%	1.00%	2.40%	3.60%
	F				
	7	1	4	5	5
	4.61%	1.00%	4.00%	6.20%	4.40%
	I				
	5	0	3	0	0
	3.29%		3.00%		
	W				
	12	3	1	0	3
	7.89%	3.00%	1.00%		2.60%

Moorhead High School

7. Advanced Placement (AP) Examinations

Participation and Results

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Number of Students Tested	178	162	148	163	221
Number of Tests Taken	276	263	256	239	363
Percentage Scoring 3, 4, or 5	63%	73%	70%	68%	70%

Number of students tested by subject

Biology	12	3	13	8	18
Calculus AB	24	29	27	17	22
Calculus BC	1	0	0	8	5
Chemistry	0	8	7	0	13
Economics-Macro	0	1	11	13	14
Economics-Micro	17	32	36	19	40
Eng Lang/Comp	2	3	3	3	15
Eng Lit/Comp	50	29	18	13	36
European History	0	1	22	20	34
Gov/Pol Comp	0	17	10	10	11
Gov/Pol US	10	31	32	16	31
Music Theory	9	0	0	0	1
Psychology	82	54	48	65	63
US History	64	54	27	47	59



Moorhead Area Public Schools

*High School
Building
Data*

2001-02 through 2005-06

Moorhead Area Public Schools Building Definitions

Teaching Staff

The number reflects the number of teaching staff at the end of the year. The information is disaggregated by degrees and years experience. The data is provided by the Human Resources Office and the Staff Automated Report (STAR).

* 2005-2006 School year reflected a change in salary lane change from a quarter to a semester basis. In making this change, there was a need to list equivalent salary lanes to avoid confusion. The conversion chart lists the salary lane under the old quarter system to its equivalent salary lane under the new semester system:

BA	Equals	BA
BA+15	Equals	BA+10
BA+30	Equals	BA+20
BA+45	Equals	BA+30
BA+60	Equals	BA+40
BA+75	Equals	BA+50
BA+90	Equals	BA+60
BA+105	Equals	BA+70
MA	Equals	MA
MA+15	Equals	MA+10
MA+30	Equals	MA+20
MA+45	Equals	MA+30

Heat and Electricity per square foot

The number reflects the cost of heating and electricity for the building. The cost per square foot of the building is obtained by dividing by the total cost by the total square footage. The information is provided from the maintenance office.

Moorhead High School

Teaching Staff	*				
	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
BA	19	23	19	20	11
BA+10					16
BA+15	7	8	10	16	
BA+20					3
BA+30	7	5	6	2	13
BA+40					
BA+45	9	9	6	7	
BA+50					
BA+60	2	2	1	0	
BA+70					3
BA+75	1	1	0	0	
BA+90	0	0	0	0	
BA+105	4	3	3	3	
MA	9	11	14	14	14
MA+10					10
MA+15	6	8	11	12	
MA+20					8
MA+30	5	3	6	6	35
MA+45	30	30	28	29	
0 to 5 years	49	55	55	30	30
6 to 10 years	22	29	32	26	19
11 to 20 years	23	31	28	42	46
More than 20 years	13	17	17	11	18
Average Years Experience	9 years	9.5 years	9.4 years	11 years	13 years

**Electricity and Heat Cost
Comparisons per square foot**

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Square Foot	259,002	259,002	259,002	361,797	361,797
Cost for Electricity	\$154,560	\$159,200	\$148,938	\$199,833	\$214,624
Cost per square foot	\$0.60	\$0.61	\$0.57	\$0.55	\$0.59
Square Foot	259,002	259,002	259,002	361,797	361,797
Cost for Heat	\$140,390	\$144,600	\$163,976	\$244,776	\$431,225
Cost per square foot	\$0.54	\$0.56	\$0.63	\$0.68	\$1.19



Moorhead Area Public Schools

*Horizon Middle School
and Red River Area
Learning Center*

*Demographic
Data*

2004-05 through 2005-06

Horizon Middle School and Red River Area Learning Center Demographic Definitions

1. Attendance Rate

The number represents the proportion of days that students were in attendance throughout the year. The formula for attendance rate is the Average Daily Attendance (ADA) divided by the Average Daily Membership (ADM).

2. Average Daily Attendance (ADA)

The Average Daily Attendance (ADA) is the average student attendance over the year.

3. Average Daily Membership (ADM)

The ADM is the average number of students enrolled over the course of the year. Average Daily Membership (ADM) is calculated based on the year-end data reported by the school district through the Minnesota Automated Reporting Student System (MARSS).

4. Detention

A teacher, principal, or designee may keep a student after school for correction of a violation, including tardiness to class. The information is collected from the principal in each school.

5. English Language Learners (ELL)

The data reflects the number of children who are English Language Learners (ELL) or who are Limited English Proficient (LEP), including immigrant children and youth. The program is also known as English as a Second Language (ESL).

6. Enrollment as of October 1

The number reflects the actual count of students enrolled on October 1 of the school year.

7. Ethnicity

The number of students and percentage of students listed by federal ethnic group categories as of October 1.

8. Extra Curricular Activities

The data provides information on male and female participation in middle school activities. The data is gathered by the activities office.

9. Free and Reduced Lunch Program (FRP)

The data includes the number of students who are receiving free and reduced lunch. The proportion of students approved for free and reduced lunch will be reflected in the number.

10. Home Language

The number is self reported as the language primarily used at home. Data will include the number of students and the home language.

11. Mobility

The number is given as it relates to those students who transferred from the building during the school year and number of students who entered the building during the school year. This data includes transfers within the district, those within the state and transfers from another state. The mobility will not reflect changes occurring from one school year to the next year based on natural progression from one building to the next. The information is collected through MARSS.

12. Special Education Status

The number of students in the district receiving special services listed by primary disability as of December 1. The information is collected in the Learner Support Services Office.

13. Student to Computer Ratio

The average number of students per computer in the school. The information is provided by the technology department.

14. Student Discipline Reports:

Alcohol

The possession, use or being under the influence of any alcoholic product while on the school grounds or at school-sponsored activities. The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Physical Assaults/Fighting

Characterized by a violent aggressive behavior by two or more individuals with the intent of inflicting physical harm upon one another and differentiated from "poking, pushing, shoving or scuffling". The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Other Drug Use

This refers to the possession, sale, distribution, or use of any controlled substances as defined in Minnesota Statute 152.02 while on the school grounds or at school-sponsored activities.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Tobacco

The use or possession of any type of tobacco product, chewing, holding a lighted tobacco product, or exhaling smoke from the mouth or nose on school property or at school-sponsored activities.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Vandalism (Willful Damage of School Property or of the Property of Others):

"Willful Damage" is the intentional cutting, defacing, or damage of any property, real or personal belonging to the school district, or to any individual within the school setting

Weapons

A "weapon" means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self injury including, but not limited to, any firearm, whether loaded or unloaded; air guns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; numchucks; throwing stars; explosives; fireworks, mace and other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.

Weapons can also be any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or nonfunctional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon.

Articles designed for other purposes (lasers or laser pointers, belts, combs, pencils, files, scissors, etc.) to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

15. Suspensions

Out of school suspension is an action taken by the school administration prohibiting a pupil from attending school for a period of time no more than ten consecutive schools days.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

16. Suspension-Bus

An action taken by the administration in a school to prohibit a student from riding the bus for a time period. The information is collected from the principal in each school.

17. Unexcused Absences

The numbers are collected from the student management reporting system, PowerSchool.

The following are examples of absences which will not be excused:

- 1) Truancy. An absence by a student that was not approved by the parent and/or the school district.
- 2) Any absence in which the student failed to comply with any reporting requirements of the school district's attendance procedures.
- 3) Work at home, including babysitting or running errands.
- 4) Work at a business, except under a school-sponsored work release program.
- 5) Absences resulting from cumulated unexcused tardies (3 tardies equal one unexcused absence).
- 6) Missing the bus, car trouble, oversleeping need for extra sleep, hair appointments, shopping, visiting friends, job interview, not returning to school following noon hour, leaving school ill without checking out with the health office, falsifying notes or explanations for absence, etc.

Horizon Middle School and Red River Area Learning Center

	<i>Horizon Middle</i>		<i>RRALC</i>	
	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
1. Attendance Rate	95.74%	95.2%		82.1%
2. Average Daily Attendance (ADA)	1168	1112		71
3. Average Daily Membership (ADM)	1220	1168	95	87
4. Detention	3419	2361		
5. English Language Learners	117	110	74	69
6. Enrollment as of October 1				
Grade 6	419	353	3	0
Grade 7	437	418	1	0
Grade 8	395	422	3	0
Grade 9	0	0	16	13
Grade 10	0	0	28	16
Grade 11	0	0	8	17
Grade 12	0	0	12	15
Total	1251	1193	71	61
7. Ethnicity	<u>Oct. 04</u>	<u>Oct. 05</u>	<u>Oct. 04</u>	<u>Oct. 05</u>
Native American	41 3.28%	43 3.5%	22 30.99%	16 26.2%
Asian	18 1.44%	19 3.5%	1 1.41%	1 1.6%
Hispanic	103 8.23%	99 8.2%	13 18.31%	19 31.1%
Black	26 2.08%	26 2.1%	2 2.82%	2 3.3%
White	1063 84.97%	1025 84.6%	33 46.48%	23 37.7%
Percent Minority	15.03%	15.4%	53.52%	62.3%
8. Extra Curricular Activities	<u>M</u> <u>F</u>	<u>M</u> <u>F</u>		
Basketball	73 83	105 74		
Cross Country	13 15			
Football	111 00	114 00		
Golf	37 07	49 06		
Gymnastics	00 12	00 18		
Tennis	08 31	00 33		
Track	47 60	72 61		
Volleyball	00 107	00 124		
Wrestling	12 00	23 00		

Horizon Middle School and Red River Area Learning Center

	<i>Horizon Middle</i>		<i>RRALC</i>	
9. Free and Reduced Lunch Program	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
Free	301	284	49	75
Reduced	55	77	5	8
% of Free & Reduced	28%	30%	71%	72%
10. Home Language	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
American Sign Language (ASL)	1	1	0	0
Albanian	3	2	0	4
Arabic	4	3	0	2
Cambodian	0	3	0	0
Chinese	1	0	0	0
Chippewa	0	2	0	0
Dakotah	3	0	1	3
English	1145	1079	112	273
Hawaiian	1	1	0	0
Hindi	2	2	0	0
Japanese	0	1	0	0
Korean	1	2	0	0
Kurdish	33	32	4	10
Laotian	0	0	0	2
Nepali	0	1	0	0
Russian	1	1	1	2
Serbo-Croatian	8	9	2	4
Somali	1	2	0	1
Spanish	95	86	28	68
Swahili	2	1	0	2
Vietnamese	5	5	0	1
11. Mobility	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
Transfers Into Building	113	115	51	50
Transfers Out of Building	75	52	77	81
12. Special Education Status	<u>Dec. 04</u>	<u>Dec. 05</u>	<u>Dec. 04</u>	<u>Dec. 05</u>
Speech/Language Impaired	25	25	6	4
DCD Moderate	8	11	1	0
DCD Severe	6	2	0	0
Physically Impaired	8	6	3	1
Deaf/Hard of Hearing	8	6	2	0
Visual Impairment	2	0	0	0
Specific Learning Disability	73	66	40	27
Behavioral Disorders	28	27	16	12
Deaf-Blind	0	0	0	0
Other Health Impaired	51	60	24	20
Autistic	8	10	1	0
Traumatic Brain Injury Disabled	2	2	0	0
Severely Multiple Impaired	0	3	0	0
Total Disabilities Served	219	218	93	64

Horizon Middle School and Red River Area Learning Center

	Horizon Middle		RRALC	
	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
13. Student to Computer Ratio	3 to 1	3 to 1	2 to 1	2 to 1
14. Student Discipline Reports				
Alcohol	1	0	0	1
Disruptive/Insubordination	15	28	7	16
Harassment	2	0	3	3
Other Drug Use	4	6	0	4
Physical Assaults/Fighting	53	41	3	10
Theft	5	7	1	1
Threat/Intimidation	0	0	0	4
Tobacco	1	4	0	1
Vandalism	0	0	1	1
Weapons	3	6	0	0
15. Suspensions	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
1/2 Day	0	0		
1 Day	53	65	8	37
2 Days	47	23		
3 Days	35	23		
4 Days	5	11		
5 Days	5	8		
10 Days	0	0		
In School	258	35		
16. Suspensions-Bus	6	0		
17. Unexcused Absences	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
0 Unexcused Absences	792 65.51%	823 70.9%	85 87.63%	74 60.16%
1 to 5 Unexcused Absences	321 26.55%	240 20.7%	12 12.37%	9 7.32%
6 to 10 Unexcused Absences	59 4.88%	57 4.9%	0	15 12.20%
11 to 15 Unexcused Absences	25 2.07%	15 1.3%	0	9 7.32%
16 to 20 Unexcused Absences	7 0.58%	11 1.0%	0	3 2.44%
21 or More Unexcused Absences	5 0.41%	15 1.3%	0	13 10.57%



Moorhead Area Public Schools

*Horizon Middle School
and Red River Area
Learning Center*

*Achievement
Data*

2004-05 through 2005-06

Horizon Middle School and Red River Area Learning Center

Achievement Data Definitions

1. Retention in Grade

Retention of students is an option for students at any grade level who, after intensive interventions, are performing below expectations for the grade level. The decision to retain is made with teacher, parent and administrative recommendation. The information is provided by the principal.

2. Grade Distribution by Ethnicity

The report is generated from the student data management system (PowerSchool) at the end of the year. The data provides information regarding the grades of all students broken into ethnicity categories.

3. Failure Rate

The data is generated from the student data management system (PowerSchool) to provide the number of failures. The information is disaggregated into the number of trimester courses failed.

Horizon Middle School and Red River Area Learning Center 2004-2005

		<i>Horizon Middle</i>		<i>RRALC</i>	
1. Retention in Grade		2004-05	2005-06	2004-05	2005-06
Grade 6		2	0		
Grade 7		1	0		
Grade 8		0	0		
Total		3	0		
2. Grade Distribution					
by Ethnicity		2004-05	2005-06	2004-05	2005-06
American Indian					
A		158 21.79%	201 26.9%	62 54.39%	72 23.0%
B		215 29.66%	147 19.7%	136 32.85%	106 33.9%
C		137 18.90%	172 23.0%	114 27.54%	72 23.0%
D		80 11.03%	139 18.6%	44 10.63%	38 12.2%
F		127 17.52%	73 9.8%	40 9.66%	4 1.3%
S		8 1.10%	16 2.2%	2 0.48%	1 0.4%
P		0	0	16 3.86%	20 6.4%
Asian					
A		246 65.95%	297	0	14 35.9%
B		69 18.50%	82	0	17 43.6%
C		32 8.58%	47	0	2 5.2%
D		17 4.56%	23	0	3 7.7%
F		7 1.88%	9	0	0
S		2 0.54%	1	0	0
Hispanic					
A		440 25.21%	498 26.5%	83 22.62%	130 21.2%
B		461 26.42%	541 28.7%	114 31.06%	255 41.6%
C		374 21.43%	402 21.4%	73 19.89%	108 17.7%
D		221 12.66%	246 13.1%	44 11.99%	64 10.5%

Horizon Middle School and Red River Area Learning Center 2004-2005

Black	F	229 13.12%	127 6.8%	31 8.45%	14 2.3%
	S	20 1.15%	16 9.0%	8 2.18%	2 0.4%
	P		55 3.0%	16 4.36%	40 6.6%
	A	123 25.10%	188 30.1%	3 9.09%	20 14.7%
	B	165 33.67%	141 22.6%	14 42.42%	44 32.4%
	C	110 22.45%	141 22.6%	11 33.33%	28 20.6%
	D	65 13.27%	82 13.2%	2 6.06%	18 13.3%
	F	27 5.51%	58 9.3%	1 3.03%	18 13.3%
	S	0 0.00%	1 0.2%	1 3.03%	0
	P		14 2.3%	1 3.03%	8 5.9%
White	A	11147 50.03%	13290 56.0%	109 23.34%	97 18.1%
	B	5903 26.49%	5588 23.6%	176 37.69%	222 41.4%
	C	2877 12.91%	2806 11.9%	76 16.27%	109 20.3%
	D	1298 5.83%	1225 5.2%	36 14.78%	50 9.4%
	F	977 4.39%	548 2.3%	25 5.35%	4 0.8%
	S	78 0.35%	121 0.5%	1 0.21%	1 0.2%
	P	0	150 0.7%	44 9.42%	54 10.1%

3. Failure Rate

(Number of trimester
courses failed)

No Failures

1 Failure

2 Failures

3 Failures

4 Failures

5 or More Failures

Horizon Middle

<u>T1</u>	<u>T2</u>	<u>T3</u>
1054	999	985
80	108	123
58	40	45
31	35	25
26	32	17
6	18	14

RRALC

<u>T1</u>	<u>T2</u>	<u>T3</u>
103	68	19
9	25	9
3	11	4
1	1	1
1	3	0
0	1	0



Moorhead Area Public Schools

*Horizon Middle School
and Red River Area
Learning Center*

*Building
Data*

2004-05 through 2005-06

Moorhead Area Public Schools Building Definitions

Teaching Staff

The number reflects the number of teaching staff at the end of the year. The information is disaggregated by degrees and years experience. The data is provided by the Human Resources Office and the Staff Automated Report (STAR).

* 2005-2006 School year reflected a change in salary lane change from a quarter to a semester basis. In making this change, there was a need to list equivalent salary lanes to avoid confusion. The conversion chart lists the salary lane under the old quarter system to its equivalent salary lane under the new semester system:

BA	Equals	BA
BA+15	Equals	BA+10
BA+30	Equals	BA+20
BA+45	Equals	BA+30
BA+60	Equals	BA+40
BA+75	Equals	BA+50
BA+90	Equals	BA+60
BA+105	Equals	BA+70
MA	Equals	MA
MA+15	Equals	MA+10
MA+30	Equals	MA+20
MA+45	Equals	MA+30

Heat and Electricity per square foot

The number reflects the cost of heating and electricity for the building. The cost per square foot of the building is obtained by dividing by the total cost by the total square footage. The information is provided from the maintenance office.

Horizon Middle School and Red River Area Learning Center

Teaching Staff	<i>Horizon Middle</i>		<i>RRALC</i>	
	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
				*
BA	7	10	0	3
BA+10		3		3
BA+15	6		4	
BA+20		2		1
BA+30	3	11	2	2
BA+40				
BA+45	11		2	
BA+50		1		
BA+60	0		0	
BA+70		7		
BA+75	1		0	
BA+90	1		0	
BA+105	7		0	
MA	5	5	0	
MA+10		9		1
MA+15	10		1	
MA+20		8		
MA+30	8	32	0	1
MA+45	31		1	
0 to 5 years	19	20	2	1
6 to 10 years	25	23	1	0
11 to 20 years	30	37	5	5
More than 20 years	16	9	2	5
Average Years Experience	13 years	11 years	13 years	22 years
Electricity and Heat Cost				
Comparisons per square foot	<u>2004-05</u>	<u>2005-06</u>		
Square Foot	238,000	238,000		
Cost for Electricity	\$227,952	\$280,560		
Cost per square foot	\$0.96	\$1.18		
Square Foot	238,000	238,000		
Cost for Heat	\$180,565	\$210,854		
Cost per square foot	\$0.76	\$0.89		

INDEPENDENT SCHOOL DISTRICT #152

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

January 22, 2007

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 Grace Lamb, a member of the Moorhead High School girls swimming team, for advancing to the state swim meet. She advanced following her second place finish in the 100 yard backstroke. She finished 21st in the event at state. Coaches are Pat Anderson and Jeff Schneider.

S-M9-BOS
22 Jan 2007

SCHOOL BOARD AGENDA - January 22, 2007

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***** We Are Proud** of members of the Moorhead High School boys and girls cross country teams for advancing to the state meet in Northfield. Team members who participated at state are Tyler Iverson, Jakob Lindaas, Hannah Stordahl, Kaylee Litch, Leah Hansen, Rachel Mjones, Amber Henne, Morgan Christian, Kelly Brammer, Brin Bailey (alternate) and Kim Hest (alternate). The girls cross country team placed second in the Section 8 competition and finished tenth at state. The cross country teams are coached by Tom Dooher, head coach, and Jeremy Blake, Jon Moe and Amy Miller, assistant coaches.

***** We Are Proud** of Cross Country Coach Tom Dooher, who has been selected as the Boys Section 8AA Coach of the Year for the 2006 season.

***** We Are Proud** of the Moorhead High volleyball team for winning the Section 8AAA champion for the third time in the past four years. The volleyball team finished the season with a record of 21-8-1. The team advanced to the state tournament for the second year in a row, but lost both the first and second round matches and failed to advance to the medal rounds.

Team members are Emily Bruggeman, Jenny Cerar, Leslie Eldred, Elise Hagen, Allysa Hammer, Ashley Wheeler, Katelyn Schwanzenberge, Jessie Bourcy, Kristen Hillrud, Andrea Burns, Kate Grogan, Amanda Maddux, Jeri Johnson, Kaitlyn Rogalla and Kassandra Hooten. The volleyball team is coached by Char Lien, Allyson Boe, Michele Johnson, and Amy Bjerke.

***** We Are Proud** of Moorhead School Board member Bill Tomhave for being selected as one of the Minnesota School Boards Association's 27 Ambassadors for Education. The Ambassadors make presentations about education in their communities. They were recognized at a luncheon during the 2007 MSBA Leadership Conference.

***** We Are Proud** of Moorhead School Board member Michael Siggerud who has been honored by the Minnesota School Boards Association with the Directors' Award for 2006-2007. The award recognizes those who complete 100 or more hours of attendance at MSBA and NSBA sponsored meetings and activities. Siggerud was recognized at the 2007 MSBA Leadership Conference on January 11, 2007.

SCHOOL BOARD AGENDA - January 22, 2007
PAGE 3

- 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 School 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 School 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, School Board member inquiries on consent agenda items are to be made directly to the district administration prior to the time of the meeting.

- A. TEACHING/LEARNING MATTERS - Kovash
(1) Acceptance of Gifts - Pages 7-9
- B. BUSINESS SERVICE MATTERS - Weston
- C. HUMAN RESOURCE MATTERS - Nielsen
(1) Approval of Family/Medical Leaves - Page 10
(2) Approval of Resignations - Page 11
- D. SUPERINTENDENT MATTERS - Nybladh

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

Moved by _____ Seconded by _____
Comments _____

3. FIRST READING OF POLICIES: Nybladh
Pages 12-26

The School Board will conduct a first reading on the following policies: Human Rights Committee (235), Public Right to Know/Release of Information (303), Policies Incorporated by Reference for Employees/Personnel (499), Student Withdrawal/Dropout (517), Do Not Resuscitate/Do Not Intubate Orders (DNR/DNI) (533), Crisis Intervention and Student Support (553), Hazing Prohibition (571), Policies Incorporated by Reference

SCHOOL BOARD AGENDA - January 22, 2007
PAGE 4

for Students (599), Use of All School Equipment and Materials for Instructional Purposes Off School Premises (732), and Disposition of Obsolete Equipment and Materials (833).

4. **BUILDING AND DISTRICT PROFILES:** Kovash
Page 27

Suggested Resolution: Move to accept the Building and District Profiles for the 2001-02 through 2005-06 school years as presented and direct administration to share them with staff and public as appropriate.

Moved by _____ Seconded by _____
Comments _____

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

SCHOOL BOARD AGENDA - January 22, 2007
PAGE 5

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Basic Skills Test (Writing) (Gr 10/Retakes Grds 11-12)	January 23		MHS/RRALC
Activities Council	January 23	7 am	MHS Conf Rm
Technology Committee	January 23	3:45 pm	PCE
K-12 Prof Dev Before or After School	January 24		
Parent/Child Literacy Night	January 25	6-7:30 pm	PCE
Intergovernmental Retreat	January 26	9:45 am-6 pm	Marriott
Student Assistance Adv Com	January 29	3 pm	PCE
Kindergarten Registration	January 29-30		Elem Schools
Clay County Joint Powers Com	February 1	7 am	City Hall
Human Rights Committee	February 1	3:45 pm	PCE
Horizon Middle School PTAC	February 1	7 pm	Media Center
Junior Parent Night	February 1	7 pm	Auditorium
Robert Asp School PTAC	February 5	6:30 pm	Media Center
S.G. Reinertsen School PTAC	February 5	7 pm	Media Center
MHS PTAC	February 5	7 pm	Conf Rm
MHS Reg for 8th Graders	February 5, 6 or 8	6 pm	New Commons
Continuing Educ Com	February 6	3:30 pm	PCE
Basic Skills Test Retakes (Math)	February 6		MHS/RRALC
MHS One-Act Play Performance	February 6	7 pm	Auditorium
K-12 Professional Development Before or After School	February 7		
Indian Educ Parent Com	February 7	5 pm	PCE
Instr and Curr Adv Com	February 8	7 am	PCE
Basic Skills Test Retakes (Rdg)	February 8		MHS/RRALC
Elementary Parent FYI Night	February 8	7 pm	Hopkins
Early Childhood Advisory Com	February 8	7 pm	PCE
School Board	February 12	7 pm	PCE
MHS Orchestra Concert	February 12	7:30 pm	Auditorium
Ellen Hopkins Schl PTAC	February 13	6:30 pm	Media Center
Com Ed Advisory Council	February 13	7 pm	PCE

SCHOOL BOARD AGENDA - January 22, 2007**PAGE 6****CALENDAR OF EVENTS (Continued)**

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Gr 8 Valentine's Concert (Band, Choir, Orchestra)	February 13	7:30 pm	Cafetorium
Health/Safety/Wellness Com	February 15	9:30 am	PCE
Presidents' Day/No School	February 19		
K-12 Professional Development Before or After School	February 21		
Interagency Early Interv Com	February 21	12 pm	FSC
Horizon Play	February 22-24		
RRALC P/T Family Night	February 26	5-7 pm	RRALC
School Board	February 26	7 pm	PCE
K-12 P/T Conferences	February 26	5-8:30 pm	
Grade 6 Band Concert	February 26	6 pm	Cafetorium
Grade 7 Band Concert	February 26	7 pm	Cafetorium
Kindergarten Conf (day)/No Kindergarten	February 27		
K-12 P/T Confs	February 27	5-8:30 pm	
Kind P/T Conf (day)/No Kind	February 28		
Activities Council	February 27	7 am	MHS Conf Rm
Technology Committee	February 27	3:45 pm	PCE
Early Childhood Screening	February 27-28		PCE



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.075

TO: Dr. Larry Nybladh

FROM: Lynne Kovash *LK*

DATE: January 16, 2007

RE: Donation

Moorhead High School Music Department has received a donation of a flute with an approximate value of \$150 from:

Mary Shimabukuro
PO Box 276A
Tsaile, AZ 86556

SUGGESTED RESOLUTION: Move to approve the donation of a flute with an approximate value of \$150.00 from Mary Shimabukuro and direct administration to send a thank you note.

LAK/kmr



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.077

TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
DATE: January 16, 2007
RE: Donations

Moorhead Area Public Schools has received a donation of \$3,300 from RDO to cover the cost of the staff breakfast in August and to provide support for printing the Community Education Spring catalog.

SUGGESTED RESOLUTION: Move to accept the donation of \$3,300 from RDO and direct administration to send a thank you card.

LAK/kmr



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.078

TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
DATE: January 16, 2007
RE: Donations

Moorhead Area Public Schools has received \$500 from Cass County Electric for Community Education Great Decisions courses.

SUGGESTED RESOLUTION: Move to accept the donation of \$500 from Cass County Electric and direct administration to send a thank you card.

LAK/kmr



Department of Human Resources
Moorhead Area Public Schools

Memo **HR.07.064**

TO: Dr. Larry Nybladh, Superintendent
FROM: Ron Nielsen, Director of Human Resources
DATE: January 16, 2007
RE: Family/Medical Leave

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

Kay Peterson	Physical Education Teacher, High School, to begin January 18, 2007 for approximately six weeks.
Susan Bryant	Learner Support Services Teacher, S. G. Reinertsen Elementary to begin on January 29, 2007 for approximately six weeks.
Kristi Hilton	Interpreter, S.G. Reinertsen Elementary, effective approximately April 2, 2007 for the remainder of the 2006-2007 school year.

SUGGESTED RESOLUTION: Move to approve the Family Medical Leave for Kay Peterson and Susan Bryant pursuant to Section IV, Article 38 of the Teachers' Master Agreement and for Kristi Hilton pursuant to Article IX, Section 3 of the T.C.I Master Agreement.



Department of Human Resources
Moorhead Area Public Schools

Memo **HR.07.065**

TO: Dr. Larry Nybladh, Superintendent
FROM: Ron Melsen, Director of Human Resources
DATE: January 16, 2007
RE: Resignation

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

Lucas Cole Lunchroom Supervisor, Horizon Middle School, effective January 5, 2007.

Amy Van Horn Lunchroom Supervisor, Horizon Middle School, effective January 19, 2007.

SUGGESTED RESOLUTION: Move to approve the resignation for Lucas Cole and Amy Van Horn as presented.



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.060

TO: School Board

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

DATE: January 15, 2007

RE: First Reading of Policies

Please find attached the following policies: Human Rights Committee (235), Public Right to Know/Release of Information (303), Policies Incorporated by Reference for Employees/Personnel (499), Student Withdrawal/Dropout (517), Do Not Resuscitate/Do Not Intubate Orders (DNR/DNI) (533), Crisis Intervention and Student Support (553), Hazing Prohibition (571), Policies Incorporated by Reference for Students (599), Use of All School Equipment and Materials for Instructional Purposes Off School Premises (732), and Disposition of Obsolete Equipment and Materials (833), for your review.

LPN:mde
Attachments

Board Policies

Human Rights Committee

School Board Policy: 235

Section: 200 SCHOOL BOARD

Date Adopted: 2/24/2003

Date Revised:

Dates Reviewed:

I. PURPOSE

The purpose of this committee is to review and discuss multicultural, gender fair, disability sensitive concerns and issues and annually present a progress report related to the Moorhead Area Public Schools (ISD 152) Inclusive Education Plan for all learners to the Instruction and Curriculum Advisory Committee and to recommend appropriate revisions in the annual Moorhead Area Public Schools (ISD 152) Inclusive Educational Plan every six years.

II. GENERAL STATEMENT OF POLICY

A. Organization

The committee shall at a minimum consist of the following members: one (1) central office administrator; one (1) city-school liaison; one (1) home-school liaison; one (1) ESL educator; ~~three (3) students~~ one (1) middle school student; one (1) high school student; two (2) parents; two (2) non-licensed staff; one (1) board member; one (1) elementary principal; one (1) secondary principal; one (1) ~~elementary~~ primary teacher; one (1) ~~senior~~ high school teacher; one (1) ~~junior high middle school~~ teacher; one (1) Native American educator, ~~one (1) community representative~~. Efforts should be made to have this committee represent the diversity of the community.

B. Level of Authority

A recommending body to the district administration and Moorhead School Board through the Instruction and Curriculum Advisory Committee responsible to the Superintendent ~~of Schools~~.

C. Communications

Each committee member will solicit input from the stakeholders they represent.

D. Schedule of Meetings

Meets quarterly on the dates identified at the initial meeting of the year which will be called by the Superintendent or designee.

Legal References:

Minnesota Statute 121A.03, Subd. 2 (Sexual, Religious and Racial Harassment and Violence Policy)
Minnesota Statute Chapter 363A (~~Minnesota~~ Human Rights Act)
Minnesota Statute 626.556 et seq. (Reporting of Maltreatment of Minors)
Minnesota Statute 609.341 (~~Criminal Offenses~~ Definitions)
42 U.S.C. 2000e et seq. (Title VII of the Civil Rights Act)

Cross References:

Moorhead School Board Policy 102: State and Federal Law Prohibiting Discrimination
Moorhead School Board Policy 231: Instruction and Curriculum Advisory Committee
Moorhead School Board Policy 501: Equal Educational Opportunity
Moorhead School Board Policy 502: Student Disability Nondiscrimination
Moorhead School Board Policy 503: Student Parental, Family and Marital Status Nondiscrimination
Moorhead School Board Policy 570: Prohibition of Harassment and Violence

Board Policies

Public Right to Know/Release of Information

School Board Policy: 303

Section: 300 DISTRICT ADMINISTRATION

Date Adopted: 12/1/1990

Date Revised: 8/26/2002

Dates Reviewed: 2/7/97
8/26/02

I. PURPOSE

The purpose of this policy is to direct interested parties to the policy on public and private personnel data and to outline the process on release of any information from the Moorhead Area Public School District.

II. GENERAL STATEMENT OF POLICY

A. The Moorhead Area Public School District will follow the Policy 414 - Employee Public and Private Personnel Data for the release of employee information.

B. The Moorhead Area Public School District will respond to requests for information in accordance with the Minnesota Government Data Practices Act.

III. PROCEDURES

~~4~~A. The school district has designated the following administrators to contact for information:

~~a~~1. Student Information - Assistant Superintendent of Teaching and Learning - 284-3310

~~b~~2. Financial Data - Assistant Superintendent of Business Services - 284-3370

~~e~~3. Employee Information - Director of Human Resources - 284-3355

~~d~~4. Overall Information - Superintendent - 284-3330

~~2~~B. Appointments to request information must be made with the designated administrator.

~~3~~C. All requests for information must be in writing and specific as to the information requested.

~~4~~D. The administrator will review requests with the requesting party to ensure accuracy of the data request.

~~5~~E. Information will be provided in as timely a manner as possible.

~~6~~F. Costs associated with data searches and copying costs may be charged to requesting parties.

~~7~~G. A summary of questions, the information sought and any discussions will be shared with the Superintendent.

Legal References:

Minnesota Statute Ch. 13 (Minnesota Government Data Practices Act)

Minnesota Statute 122A.20, Subd. 2 (Mandatory Reporting)

Cross Reference:

Moorhead School Board Policy 414: Employee Public and Private Personnel Data

Moorhead School Board Policy 504: Protection and Privacy of Student Records

Board Policies

Policies Incorporated by Reference for Employees/Personnel

School Board Policy: 499

Section: 400 EMPLOYEE/PERSONNEL

Date Adopted: 10/13/2003

Date Revised: 6/12/2006

Dates Reviewed: 5/9/2005
6/12/2006

I. PURPOSE

Certain policies as contained in this policy reference manual are applicable to employees as well as to students. In order to avoid undue duplication, Moorhead Area Public Schools provides notice by this section of the application and incorporation by reference of the following policies found in other sections of this manual which apply to employees:

Moorhead School Board Policy 102: State and Federal Law Prohibiting Discrimination
Moorhead School Board Policy 103: Philosophy of Education of Moorhead Area Public Schools
Moorhead School Board Policy 104: Mission Statement
Moorhead School Board Policy 221: School Board Policy Development, Adoption, Implementation, and Review
Moorhead School Board Policy 501: Equal Educational Opportunity
Moorhead School Board Policy 504: Protection and Privacy of Student Records
Moorhead School Board Policy 531: Communicable Disease Control and Infectious Conditions
Moorhead School Board Policy 532: Medication
Moorhead School Board Policy 533: Do Not Resuscitate/Do Not Intubate Orders (DNR/DNI)
Moorhead School Board Policy 534: Mandated Reporting of Child Neglect or Physical or Sexual Abuse
Moorhead School Board Policy 535: Maltreatment of Vulnerable Adults
Moorhead School Board Policy 536: Wellness
Moorhead School Board Policy 540: Student Activities
Moorhead School Board Policy 544: Activities Fund Raising
Moorhead School Board Policy 552: Corporal Punishment
Moorhead School Board Policy 553: Crisis Intervention and Student Support
Moorhead School Board Policy 555: Notification to Staff Regarding Placement of Students with Violent Behaviors
Moorhead School Board Policy 570: Prohibition of Harassment and Violence
Moorhead School Board Policy 571: Hazing Prohibition
Moorhead School Board Policy 572: Drug-Free Workplace/Drug-Free School
Moorhead School Board Policy 573: Tobacco-Free Environment
Moorhead School Board Policy 576: Moorhead Area Public School District Weapons Policy
Moorhead School Board Policy 630: School Year Calendar
Moorhead School Board Policy 632: Field Trips
Moorhead School Board Policy 702: Equal Access to Moorhead Area Public Schools Facilities
Moorhead School Board Policy 710: School District Crisis Management
Moorhead School Board Policy 711: Severe Weather Related School Closings
Moorhead School Board Policy 712: Safety and Security Technology
Moorhead School Board Policy 722: School District Owned Vehicle Reservation
Moorhead School Board Policy 730: School District Copyright Policy
Moorhead School Board Policy 731: Moorhead Area Public Schools ~~Information~~ Electronic Network Acceptable Use and Safety
Moorhead School Board Policy 732: Use of All School Equipment and Materials for Instructional Purposes Off School Premises
Moorhead School Board Policy 822: Payroll Employment
Moorhead School Board Policy 823: Cashing Checks Out of Cash Deposits
Moorhead School Board Policy 824: Reimbursement for Travel, Professional Meetings and Conferences
Moorhead School Board Policy 832: Complimentary Athletic Season Passes/Single Event Passes
Moorhead School Board Policy 833: Disposition of Obsolete Equipment and Material
Moorhead School Board Policy 906: Public Solicitation in Moorhead Area Public Schools
Moorhead School Board Policy 907: Rewards

Employees are charged with notice that the above cited policies are also applicable to employees; however, employees are also on notice that the provisions of the various policies speak for themselves and may be applicable although not specifically listed above.

Board Policies

Student Withdrawal/Dropout

School Board Policy: 517

Section: 500 STUDENTS

Date Adopted: 8/26/1980

Date Revised: 4/28/2003

Dates Reviewed: 11/23/1987

5/12/1992

12/8/1997

4/28/2003

I. PURPOSE

The Moorhead School Board recognizes that the understanding and designing of school curriculum to meet the needs of potential dropouts is part of its mission to provide education for all students.

II. GENERAL STATEMENT OF POLICY

A. The Moorhead High School counseling staff, Moorhead High School administration and ~~A~~alternative Pprogram directors shall review issues regarding potential dropouts and make efforts to find ways to provide alternatives for students to continue their education and experience success.

B. Any student under the age of 16 must attend school under Minnesota's Compulsory Education requirements. If any student between 16 and 18 years old seeks to withdraw from school, the student, the student's parent and/or guardian should contact school personnel to discuss available educational opportunities and to sign a written election to withdraw from school, including the reason(s) for withdrawal.

C. The ~~Senior~~ Moorhead High School building ~~Principal~~ administrator shall ensure that students wishing to withdraw shall comply with statutes. Documentation, including signatures of parents and students who withdraw from school, shall be kept as part of the former student's file. Documentation of efforts to contact families shall be included in files when students and their families do not comply.

D. The Instruction and Curriculum Advisory (ICAC) Committee shall annually:

- {1) Review the number of dropouts of school-age students in the district and the reason for the dropout;
- {2) Review programs or courses of action to meet the needs of dropouts and potential dropouts.

Legal Reference:

Minnesota Statute 120A.422 (Compulsory Instruction)

Cross Reference:

Moorhead School Board Policy 515: School District Student Attendance

Board Policies

Do Not Resuscitate/Do Not Intubate Orders (DNR/DNI)

School Board Policy: 533

Section: 500 STUDENTS

Date Adopted: 1/11/1994

Date Revised: 6/9/2003

Dates Reviewed: 1/11/1994
12/8/1997
6/9/2003

I. PURPOSE

Education is the primary mission of Moorhead Area Public Schools and Moorhead Area Public Schools has a responsibility to promote a healthful school environment for students. The parent/guardian has the primary responsibility for the maintenance of his/her child's health and medical care. Moorhead Area Public Schools recognizes that because of the complexity and severity of the medical conditions of some students, their parent/guardian may request school staff to withhold emergency care from the student in the event of a life-threatening situation. The purpose of this policy is to provide guidance to school district staff in any school activity on school property and parents or guardians in these situations.

II. GENERAL STATEMENT OF POLICY

A. Moorhead Area Public Schools recognizes that the Do Not Resuscitate/Do Not Intubate Orders (DNR/DNI) are medical documents.

~~AB.~~ Moorhead Area Public Schools staff will not accept or honor requests to withhold emergency care or DNR/DNI orders. The school district will not convey such orders to emergency medical personnel. DNR/DNI orders shall not be incorporated into a student's individual education plan or 504 plans.

~~BC.~~ School district staff will provide reasonable emergency care and assistance when a student is undergoing a medical emergency during school or school activities.

~~CD.~~ Moorhead Area Public Schools staff will activate emergency medical services (911) as soon as possible when a student is undergoing a medical emergency during school or school activities. Reasonable emergency care will not be withheld.

~~DE.~~ The parent/guardian will be notified of the emergency as soon as possible.

~~EF.~~ Notwithstanding this school district policy; IEP and Section 504 teams must ~~develop~~ individualized medical emergency care plans when indicated in keeping appropriate in accordance with state and federal law.

G. Parents/guardians who request that emergency care be withheld for their child or who present DNR/DNI orders shall be advised of the above stated and shall be provided a copy of this policy.

Legal References:

29 U.S.C. 794 et seq. (504 Rehabilitation Act of 1973, 504)
42 U.S.C. 12101-12213 (Americans with Disabilities Act)

Cross Reference:

Moorhead School Board Policy 602: Special Education Programs

Board Policies

Crisis Intervention and Student Support

School Board Policy: 553

Section: 500 STUDENTS

Date Adopted: 1/8/1990

Date Revised: 4/28/2003

Dates Reviewed: 12/14/1998
4/28/2003

I. PURPOSE

A. The Moorhead Area Public School District recognizes that all learners may need support for at-risk issues and crisis situations. Crisis intervention and student support services is a proactive structure through which Moorhead Area Public Schools provides comprehensive education, prevention, intervention, postvention, and referral services to students.

B. The Moorhead Area Public School District acknowledges that staff members encounter students and personnel in crisis resulting from situations such as, but not limited to:

1. serious illness or death of a student, a close relative, or friend of student;
2. serious illness or death of a staff member;
3. suicide or other threats to a student's physical or psychological well-being;
4. harmful chemical involvement;
5. changes in composition of one's family for any reason; and
6. other tragedies that would traumatize school age children, youth and staff.

The psychological, emotional and educational impact of such crisis can be significant for the individual, family and school communities.

C. In accordance with Minnesota Statute 144.344 (~~Minnesota Health and Welfare Guidelines~~ Emergency Treatment) students will receive necessary treatment for life threatening physical or mental illness.

II. GENERAL STATEMENT OF POLICY

A. Moorhead students will have access to school-based professionals including licensed school teachers, counselors, nurses, social workers, and psychologists.

B. When appropriate, these professionals may extend these services to a student's family in order to best meet the needs of the student.

C. Student support services help maintain a safe learning environment and provide instruction, consultation, assessment, support and resources for students, their families and staff regarding crisis and at-risk issues.

D. Crisis Response Team Members will follow the Moorhead School District Crisis Emergency Procedures included in manuals at each building. Crisis Response Teams may include: Care Teams, Medical Emergency Teams and Security Teams.

Legal References:

Minnesota Statute 144.344 (~~Minnesota Health and Welfare Guidelines~~ Emergency Treatment)

Cross References:

Moorhead School Board Policy 234: District Care Team Committee

Moorhead School Board Policy 710: School District Crisis Management Policy

Board Policies

Hazing Prohibition

School Board Policy: 571

Section: 500 STUDENTS

Date Adopted: 2/9/1998

Date Revised: 6/9/2003

Dates Reviewed: 6/9/2003

I. PURPOSE

The purpose of this policy is to maintain a safe learning environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the Moorhead Area Public School District and are prohibited at all times.

II. GENERAL STATEMENT OF POLICY

- A. No student, teacher, administrator, coach/advisor, volunteer, contractor or other employee of the school district shall plan, direct, encourage, aid or engage in hazing.
- B. No teacher, administrator, coach/advisor, volunteer, contractor, or other employee of the school district shall permit, condone or tolerate hazing.
- C. Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.
- D. This policy applies to behavior that occurs on or off school property and during and after school hours.
- E. A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.
- F. The school district will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, coach/advisor, administrator, volunteer, contractor or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

- A. "Hazing" means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other purpose. The term hazing includes, but is not limited to:
 - 1. Any type of physical brutality such as whipping, beating, striking, branding, electronic shocking or placing a harmful substance on the body.
 - 2. Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
 - 3. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
 - 4. Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame or humiliation, that adversely affects the mental health, or dignity of the student or discourages the student from remaining in school.
 - 5. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of school district policies or regulations.

B. "Student organization" means a group, club or organization having students as its primary members or participants. It includes grade levels, classes, teams, activities or particular school events. A student organization does not have to be an official school organization to come within the terms of this definition.

IV. REPORTING PROCEDURE

A. Any person who believes he or she has been the victim of hazing or any person with knowledge or belief of conduct which may constitute hazing shall report the alleged acts immediately to an appropriate school district official designated by this policy.

B. The building ~~principal~~ administrator is the person responsible for receiving reports of hazing at the building level. Any person may report hazing directly to a school district human rights officer or to the ~~S~~Superintendent.

C. Teachers, administrators, coaches/advisors, volunteers, contractors and other employees of the school district shall be particularly alert to possible situations, circumstances or events which might include hazing. Any such person who received a report of, observes, or has other knowledge or belief of conduct which may constitute hazing shall inform the building ~~principal~~ administrator immediately.

D. Submission of a good faith complaint or report of hazing will not affect the complainant or reporter's future employment, grades or work assignments.

V. SCHOOL DISTRICT ACTION

A. Upon receipt of a complaint or report of hazing, the school district shall undertake or authorize an investigation by school district officials or a third party designated by the school district.

B. The Moorhead Area Public ~~S~~School ~~d~~District may take immediate steps, at its discretion, to protect the complainant, reporter, students, or others pending completion of an investigation of hazing.

C. Upon completion of the investigation, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination or discharge. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements, applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act, school district policies and regulations.

VI. REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who retaliates against any person who makes a good faith report of alleged hazing or against any person who testifies, assists, or participates in an investigation, or against any person who testifies, assists or participates in a proceeding or hearing relating to such hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

VII. DISSEMINATION OF POLICY

This policy shall appear in each school's student handbook and in each school's building and staff handbooks. The building ~~principal~~ administrator is responsible for developing a process for annually reviewing the handbook with students and staff.

Legal References:

Minnesota Statute 121A.69 (Hazing Policy)

Minnesota Statute 121A.40 to 121A.56 (Pupil Fair Dismissal Act)

Cross References:

Moorhead School Board Policy 541: Student Activity Eligibility

Moorhead School Board Policy 551: Student Discipline

Moorhead School Board Policy 570: Prohibition of Harassment and Violence

Board Policies

Policies Incorporated by Reference for Students

School Board Policy: 599

Section: 500 STUDENTS

Date Adopted: 10/13/2003

Date Revised: 6/12/2006

Dates Reviewed: 5/9/2005
6/12/2006

I. PURPOSE

Certain policies as contained in this policy reference manual are applicable to students as well as to employees. In order to avoid undue duplication, Moorhead Area Public Schools provides notice by this section of the application and incorporation by reference of the following policies found in other sections of this manual which all apply to students:

Moorhead School Board Policy 102: State and Federal Law Prohibiting Discrimination
Moorhead School Board Policy 103: Philosophy of Education of Moorhead Area Public Schools
Moorhead School Board Policy 104: Mission Statement
Moorhead School Board Policy 221: School Board Policy Development, Adoption, Implementation, and Review
Moorhead School Board Policy 303: Public Right to Know/Release of Information
Moorhead School Board Policy 420: Chemical Use and Abuse
Moorhead School Board Policy 536: Wellness
Moorhead School Board Policy 553: Crisis Intervention and Student Support
Moorhead School Board Policy 630: School Year Calendar
Moorhead School Board Policy 632: Field Trips
Moorhead School Board Policy 633: Patriotic Exercises
Moorhead School Board Policy 634: Religion
Moorhead School Board Policy 640: Moorhead Area Public Schools Graduation Policy
Moorhead School Board Policy 650: School District System Accountability
Moorhead School Board Policy 653: Credit for Learning of Minnesota Graduation Standards
Moorhead School Board Policy 656: Basic Skills Testing, Accommodations, Modifications, and Exemptions for Individualized Education Programs (IEPs), Section 504 Accommodations and Limited English Proficiency (LEP) Students
Moorhead School Board Policy 660: Moorhead Area Public School District State Mandated Testing Plan and Procedure
Moorhead School Board Policy 702: Equal Access to Moorhead Area Public Schools Facilities
Moorhead School Board Policy 711: Severe Weather Related School Closings
Moorhead School Board Policy 712: Safety and Security Technology
Moorhead School Board Policy 720: Student Transportation Eligibility Guidelines
Moorhead School Board Policy 721: Student Transportation Safety
Moorhead School Board Policy 731: Moorhead Area Public Schools Electronic Network Acceptable Use and Safety
Moorhead School Board Policy 831: Rental of District Musical Instruments
Moorhead School Board Policy 907: Rewards

Students are charged with notice that the above cited policies are also applicable to students; however, students are also on notice that the provisions of the various policies speak for themselves and may be applicable although not specifically listed above.

Board Policies

Use of All School Equipment and Materials for Instructional Purposes Off School Premises

School Board Policy: 732

Section: 700 NON-INSTRUCTIONAL

Date Adopted: 4/10/1984

Date Revised: 6/9/2003

Dates Reviewed: 3/23/1993

5/11/1998

6/9/2003

I. PURPOSE

The purpose of this policy is to notify staff, students and outside organizations of the appropriate protocol relating to the use of school equipment and materials off school premises.

It may be necessary for ~~faculty~~ staff, ~~and~~ students and outside organizations to use school equipment and materials off the school premises, for instructional purposes not for recreational purposes or personal gain. Use of school equipment and materials will be limited to organizations affiliated with the Moorhead Area Public ~~School~~ ~~d~~District.

II. GENERAL STATEMENT OF POLICY

Each building level administrator, in consultation with appropriate staff, shall have the responsibility of developing a circulation policy for instructional materials that will encourage access to these materials by students and ~~faculty~~ staff. It must be recognized that restrictions on the out of the building circulation of certain types of materials and equipment may be necessary. This would occur when their circulation would result in a violation of contractual or copyright agreements that the school district has entered into with other agencies (example: teacher's manuals, computer software, commercial video tapes).

Each borrower shall bear the responsibility for returning the equipment or materials in the same condition as when received. The school district shall be reimbursed by the borrower for the loss or damage to any school equipment or materials. This would include textbooks, library books, athletic equipment, music equipment, computers, audiovisual equipment, etc. The cost of the reimbursement shall be based on the amount of the original purchase price in the event of loss or damage beyond repair. When repair is possible, the reimbursement shall be set at the exact costs of repair or an amount agreed upon by the school administration.

Administrative Procedure Form 732.1 must be completed ~~will be use~~ for off-premise use of district equipment and materials.

Legal Reference:

Federal Copyright Law, Public Law 94-553

Cross References:

Moorhead School Board Policy 440: Employee Copyrights/Royalties

Moorhead School Board Policy 730: School District Copyright Policy

Moorhead School Board Policy 831: Rental of District Musical Instruments

Board Policies

Disposition of Obsolete Equipment and Material

School Board Policy: 833

Section: 800 BUSINESS SERVICES

Date Adopted: 8/8/1978

Date Revised: 6/23/2003

Dates Reviewed: 3/27/1990

3/22/1994

5/11/1998

6/23/2003

I. PURPOSE

The purpose of this policy is to provide guidelines for the ~~s~~Superintendent to assist in timely disposition of obsolete equipment and material.

II. GENERAL STATEMENT OF POLICY

Effective use of school building space, and consideration for safety of personnel, will at times require disposal of obsolete equipment and material.

III. DEFINITIONS

A. "Contract" means an agreement entered into by the Moorhead Area Public ~~s~~School ~~d~~District for the sale of supplies, materials or equipment.

B. "Official newspaper" is a regular issue of a qualified legal newspaper.

IV. MANNER OF DISPOSITION

A. Authorization.

The ~~s~~Superintendent shall be authorized to dispose of obsolete equipment and materials by selling it at a fair price consistent with the procedures outlined in this policy. Any sale exceeding the minimum amount for which bids are required must first be specifically authorized by the Moorhead ~~s~~School ~~b~~Board. The ~~s~~Superintendent shall be authorized to properly dispose of used books, materials and equipment deemed to have little or no value.

B. Contracts Over \$50,000 (~~\$35,000 for School Districts of Less Than 2,500 Population~~).

1. If the value of the equipment or materials is estimated to exceed \$50,000 (~~\$35,000 for school districts of less than 2,500 population~~), sealed bids shall be solicited by two weeks' published notice in the official newspaper. This notice shall state the time and place of receiving bids and contain a brief description of the subject matter. Additional publication in the official newspaper or elsewhere may be made as the ~~s~~School ~~b~~Board shall deem necessary.

2. The sale shall be awarded to the highest responsible bidder, be duly executed in writing, and be otherwise conditioned as required by law.

3. A record shall be kept of all bids, with names of bidders and amounts of bids, and an indication of the successful bid. A bid containing an alteration or erasure of any price contained in the bid which is used in determining the highest responsible bid shall be rejected unless the alteration or erasure is corrected by being crossed out and the correction printed in ink or typewritten adjacent thereto and initialed in ink by the person signing the bid.

4. In the case of identical high bids from two or more bidders, the ~~s~~School ~~b~~Board may, at its discretion, utilize negotiated procurement methods with the tied high bidders so long as the price paid does not go below the high tied bid price. In the case where only a single bid is received, the ~~s~~School ~~b~~Board may, at its discretion, negotiate a mutually agreeable contract with the bidder so long as the price paid does not fall below the original bid. If no satisfactory bid is received, the School ~~b~~Board may readvertise.

5. All bids obtained shall be kept on file for a period of at least one year after their receipt. Every contract made without compliance with the foregoing provisions shall be void.

6. Data submitted by a business to a school in response to a request for bids are private until opened. Once opened, the name of the bidder and the dollar amount specified become public; all other data are private until completion of the selection process, meaning the school has completed its evaluation and ranked the responses. After completion of the selection process, all data submitted by all bidders are public except trade secret data. If all responses are rejected prior to completion of the selection process, all data remain private, except the name of the bidder and the dollar amount specified which were made public at the bid opening for one year from the proposed opening date or until resolicitation results in completion of the selection process or until a determination is made to abandon the purchase, whichever occurs sooner, at which point the remaining data becomes public. Data created or maintained by the school district as part of the selection or evaluation process are protected as nonpublic data until completion of the selection or evaluation process. At that time, the data are public with the exception of trade secret data.

C. Contracts From \$10,000 to \$50,000 (~~\$35,000 for School Districts of Less Than 2,500 Population~~).

If the amount of the sale is estimated to exceed \$10,000 but not to exceed \$50,000, (~~\$35,000 for school districts of less than 2,500 population~~), the contract may be made either upon sealed bids in the manner directed above or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding notice. All quotations obtained shall be kept on file for a period of at least one year after receipt.

D. Contracts Less Than \$10,000

If the amount of the sale is estimated to be \$10,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the ~~School b~~Board. The sale in the open market may be by auction. If the contract is made on quotation, it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after receipt.

E. Notice of Quotation

Notice of procedures to receive quotations shall be given by publication or other means as appropriate to provide reasonable notice to the public.

F. Sales to Employees

No officer or employee of the school district shall sell or procure for sale or possess or control for sale to any other officer or employee of the school district any property or materials owned by the school district unless the property and materials are not needed for public purposes and are sold to a school district employee after reasonable public notice, at public auction or by sealed response, where the An employee is the highest bidder and is cannot purchase items if he or she is directly involved in the auction or sale process. Reasonable notice shall include at least one week's published or posted notice. A school district employee may purchase no more than one motor vehicle from the school district in any 12-month period. This section shall not apply to the sale of property or materials acquired or produced by the school district for sale to the general public in the ordinary course of business. Nothing in this section shall prohibit an employee of the school district from selling or possessing for sale public property if the sale or possession for sale is in the ~~normal~~ ordinary course of business or the normal course of the employee's duties.

G. Exceptions for Surplus School Computers.

A school district may bypass the requirements for competitive bidding and is not subject to any other laws relating to school district contacts if it is disposing of surplus school computers and related equipment by conveying the property and title to:

1. another school district;
2. the state department of corrections;
3. the board of trustees of Minnesota State Colleges and Universities; or
4. the family of a student residing in the district whose total family income meets the federal definition of poverty.

Legal References:

Minnesota Statute 15.054 (Public Employees Not to Purchase Merchandise from Governmental Agencies; Exceptions; Penalty)

Minnesota Statute 123B.29 (Sale of School Building at Auction)

Minnesota Statute 123B.52 (Contracts)

Minnesota Statute 471.345 (Uniform Municipal Contracting Law)

Minnesota Statute 645.11 (Published Notice)

Minnesota Statute 13.591 (Business Data)



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.074

TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
DATE: January 16, 2007
RE: District and Building Profiles

Enclosed with the agenda are the final copies of the Building and District Profiles for the five-year period from 2001-02 through 2005-06.

The Building and District Profiles will be available to the public and staff through the school district website.

SUGGESTED RESOLUTION: Move to accept the Building and District Profiles for the 2001-02 through 2005-06 school years as presented and direct administration to share them with staff and public as appropriate.

LAK/kmr
Attachment

Moorhead Area Public Schools School Profiles



2001-02 through 2005-06
Final

Prepared by the Dept. of Teaching & Learning
January 22, 2007

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



Moorhead Area Public Schools

District Demographic

Data

2001-02 through 2005-06

Moorhead Area Public Schools

Demographic Definitions

1. Attendance Rate

The number represents the proportion of days that students were in attendance throughout the year. The formula for attendance rate is the Average Daily Attendance (ADA) divided by the Average Daily Membership (ADM).

2. Average Daily Attendance (ADA)

The Average Daily Attendance (ADA) is the average student attendance over the year.

3. Average Daily Membership (ADM)

The ADM is the average number of students enrolled over the course of the year. Average Daily Membership (ADM) is calculated based on the year-end data reported by the school district through the Minnesota Automated Reporting Student System (MARSS).

4. English Language Learners (ELL)

The data reflects the number of children who are English Language Learners (ELL) or who are Limited English Proficient (LEP), including immigrant children and youth. The program is also known as English as a Second Language (ESL).

5. Enrollment as of October 1

The number reflects the actual count of students enrolled on October 1 of the school year.

6. Ethnicity

The number of students and percentage of students listed by federal ethnic group categories as of October 1.

7. Free and Reduced Lunch Program (FRP)

The data includes the number of students who are receiving free and reduced lunch. The proportion of students approved for free and reduced lunch will be reflected in the number.

8. Home Language

The number is self reported as the language primarily used at home. Data will include the number of students and the home language.

9. Home Schooled Students

The number reflects students that have completed the home schooled forms on file in the Office of Teaching and Learning over the course of the school year. This number includes shared time pupils in the district.

10. Migrant Students

The number of students who have moved to a different school district "within the last three years because of their parent's temporary or seasonal work in agriculture or fishing". (US Dept. of Ed., 1999) The information is collected through MARSS.

11. Mobility

The number is given as it relates to those students who transferred from the buildings during the school year and number of students who entered the buildings during the school year. This data includes transfers within the district, those within the state and transfers from another state. The mobility will not reflect changes occurring from one school year to the next year based on natural progression from one building to the next. The information is collected through MARSS.

12. Open Enrolled Students

The figure reflects the number of students choosing to open enroll to Moorhead and to other districts. Minnesota Statute 124D.03 allows all Minnesota's public school students the opportunity to apply to attend school outside of the school district where they live. Families generally provide their own school transportation. No tuition is charged. The information is collected through MARSS.

13. Private School Enrollment

The number of Moorhead Area Public School students that are enrolled in private schools in the Fargo-Moorhead Area. The information is collected in the Office of Teaching and Learning.

14. Spanish Immersion Program Enrollment

The number of students enrolled in the Spanish Immersion Program as of October 1. The information is collected in the Office of Teaching and Learning.

15. Special Education Status

The number of resident students in the district receiving special education services listed by primary disability as of December 1. The number does not include out-of-district students receiving special education services in Moorhead. The information is collected through the Learner Support Services Office and MARSS.

16. Students Transported

The transportation office provides the information on the percentage of students transported in Moorhead Area Public Schools. The number of students transported is divided by the total of K-12 students in the district.

Moorhead Area Public Schools

MOORHEAD DISTRICT DEMOGRAPHICS

1. Attendance Rate	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	95.23%	95.40%	95.36%	92.20%	94.00%
2. Average Daily Attendance	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	5084	4983	4866	4799	4864
3. Average Daily Membership	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	5339	5223	5103	5205	5175
4. English Language Learners (ELL)	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	432	356	349	509	433
5. Enrollment as of October 1	<u>Oct. 01</u>	<u>Oct. 02</u>	<u>Oct. 03</u>	<u>Oct. 04</u>	<u>Oct. 05</u>
Kindergarten	373	368	329	399	381
Grade 1	419	370	352	352	415
Grade 2	359	402	357	361	357
Grade 3	406	344	402	357	369
Grade 4	432	404	335	389	358
Grade 5	393	443	410	338	383
Grade 6	438	396	439	425	356
Grade 7	457	441	409	440	425
Grade 8	430	451	427	414	445
Grade 9	468	440	456	446	442
Grade 10	458	471	434	494	450
Grade 11	472	466	474	422	478
Grade 12	443	472	465	478	434
Self Contained	12	9	10	5	4
Total	5560	5477	5299	5320	5297
6. Ethnicity	<u>Oct. 01</u>	<u>Oct. 02</u>	<u>Oct. 03</u>	<u>Oct. 04</u>	<u>Oct. 05</u>
Native American	168	172	168	171	166
	3.03%	3.13%	3.12%	3.26%	3.17%
Asian	67	81	80	78	78
	1.21%	1.48%	1.49%	1.48%	1.49%
Hispanic	471	473	451	439	442
	8.50%	8.61%	8.38%	8.36%	8.44%
Black	92	109	136	132	133
	1.66%	1.99%	2.53%	2.51%	2.54%
White	4743	4656	4545	4433	4421
	85.60%	84.79%	84.48%	84.39%	84.37%
Percent Minority	14.40%	15.21%	15.52%	15.61%	15.63%

Moorhead Area Public Schools

7. Free and Reduced Lunch Program	<u>Oct. 01</u>	<u>Oct. 02</u>	<u>Oct. 03</u>	<u>Oct. 04</u>	<u>Oct. 05</u>
Free	1188	1279	1235	1091	1305
Reduced	379	312	268	275	280
% of Free & Reduced	31%	33%	28%	25%	29.7%

8. Home Language

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Afrikaans	0	0	0	2	2
Albanian	0	0	12	17	23
American Sign Language (ASL)	0	1	1	1	3
Amharic	0	0	1	0	0
Arabic	4	12	11	10	12
Cambodian	0	0	0	0	6
Cantonese	0	1	0	0	0
Cebuano	0	0	0	0	1
Chinese	3	1	5	3	3
Cutchi	0	0	1	2	3
Dakotah	2	3	5	9	6
Dutch	0	0	0	1	0
English	5519	4634	5329	5145	5040
Estonian	0	0	1	0	0
Farsi	0	1	0	0	0
French	0	0	0	2	0
German	8	0	8	11	3
Hawaiian	2	0	3	3	3
Hindi	1	3	5	3	4
Japanese	4	1	1	1	1
Korean	0	0	3	3	3
Kurdish	125	108	126	131	121
Laotian	4	5	3	4	3
Mongolian	0	0	0	0	1
Nepali	0	0	0	0	2
Norwegian	1	0	1	0	1
Okinawan	0	3	0	0	0
Persian	5	13	4	5	3
Polish	2	1	1	0	0
Portuguese	2	0	1	1	0
Russian	7	2	6	7	8
Serbo-Croatian	0	10	15	26	33
Somali	22	22	24	19	17
Spanish	471	292	409	438	410
Swahili	6	4	4	5	6
Swedish	5	3	4	2	1
Thai	0	1	1	1	0
Tongan	0	2	0	0	0
Turkish	4	1	1	1	1
Ukrainian	0	0	0	0	1
Vietnamese	26	25	27	28	25
Not Available	0	10	6	0	0

Moorhead Area Public Schools

9. Home Schooled Students	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	92	100	116	112	113
10. Migrant Students	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	207	152	165	191	254
11. Mobility	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Transfers Into District	460	467	469	530	686
Transfers Out of District	397	254	317	418	537
2. Open Enrolled Students	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Into Moorhead	136	124	114	146	114
Out of Moorhead	154	156	229	323	270
3. Private School Enrollment	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	448	517	478	451	486
4. Spanish Immersion Program					
Enrollment	<u>Oct. 01</u>	<u>Oct. 02</u>	<u>Oct. 03</u>	<u>Oct. 04</u>	<u>Oct. 05</u>
Kindergarten	43	46	40	64	41
Grade 1	39	36	47	32	60
Grade 2	34	38	32	45	32
Grade 3	25	33	38	31	44
Grade 4		24	27	32	32
Grade 5			21	22	32
Total	141	177	205	226	241
5. Special Education Status	<u>Dec. 01</u>	<u>Dec. 02</u>	<u>Dec. 03</u>	<u>Dec. 04</u>	<u>Dec. 05</u>
(December Child Count)					
Speech/Language Impaired	117	164	154	155	165
DCD Moderate	36	38	38	30	32
DCD Severe	26	18	18	20	12
Physically Impaired	30	30	24	22	23
Deaf/Hard of Hearing	19	18	20	23	24
Visual Impairment	4	4	5	3	0
Specific Learning Disability	277	238	245	210	197
Emotional/Behavior	163	118	114	96	81
Deaf-Blind	0	0	0	1	1
Other Health Impaired	171	179	193	195	194
Autistic	41	41	44	55	56
Development Delay	114	118	100	114	118
Traumatic Brain Injury	4	3	2	4	5
Severely Multiple Impaired	0	0	0	0	5
Total Disabilities Served	1002	973	957	928	913
. Students Transported	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	66.4%	63.6%	60.0%	78.4%	77.8%



Moorhead Area Public Schools

District Achievement

Data

2001-02 through 2005-06

Moorhead District Achievement Definitions

1. Minnesota Comprehensive Assessments (MCA-II)

The MCA – II are the Minnesota Comprehensive Assessments that are given to students in reading and mathematics annually for schools and school districts to measure student progress toward state academic standards, as required by federal education mandates and guidelines (NCLB). State officials this year introduced a new test that will better reflect how students are doing with more rigorous standards. Because it is a new test, the results should not be directly compared with the tests from the previous years. In the 2005-06 school year, the tests were given in grades three through eight, and grades 10 and 11.

There are four achievement levels for the MCA-II's:

- Exceeds the Standards (E)
- Meets the Standards (M)
- Partially Meets the Standards (P)
- Does Not Meet the Standards (D)

2. Measures of Academic Progress (MAP)

The MAP assessment is a computerized, adaptive test that measures student achievement. Moorhead Area Public Schools use state-aligned MAP tests in reading and mathematics.

MAP tests provide results that can be used to:

- Identify the skills and concepts individual students have learned
- Diagnose instructional needs
- Monitor academic growth over time
- Make data-driven decisions at the classroom, school, and district levels
- Place new students in appropriate instructional programs

RIT Scale

The scale used in the MAP assessment is divided into equal parts, like centimeters on a ruler. These parts are called RIT, which is short for Rasch Unit (after Danish Statistician Georg Rasch).

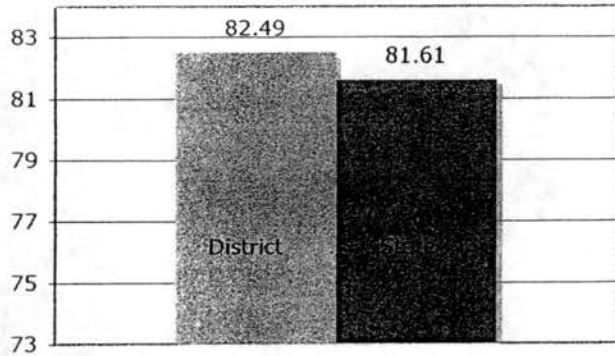
Because the tests are adaptive and the test items displayed are based on student performance, not age or grade, a score means the same thing. For example, a third grader who received a score of 210 and a fourth grader who received a score of 210 are learning at the same level. This allows growth to be measured.

The RIT scale is infinite, but most student scores fall between the values of 140 and 300. Like meters or pounds, the scale is equal-interval, meaning that the distance between 170 and 182 is the same as the distance between 240 and 252. This allows educators to apply simple mathematical equations to the scores to determine information such as the mean and median scores in a class or grade.

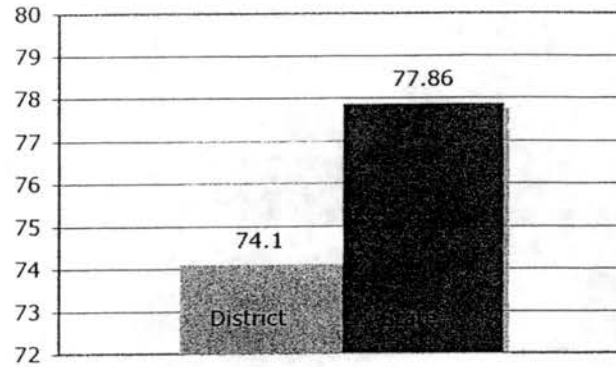
Mean is the average.

**Moorhead Area Public Schools
MCA II Proficiency May 2006**

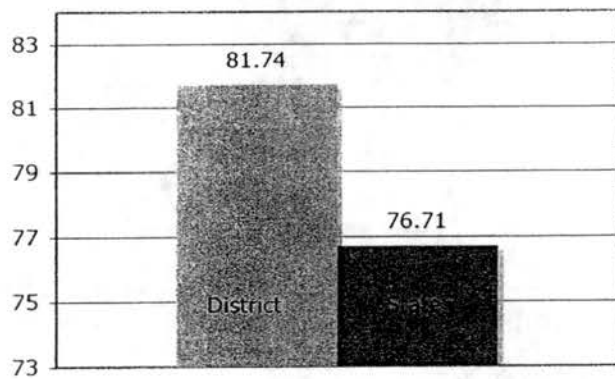
**MCA II Proficiency 2006
Grade 3 Reading**



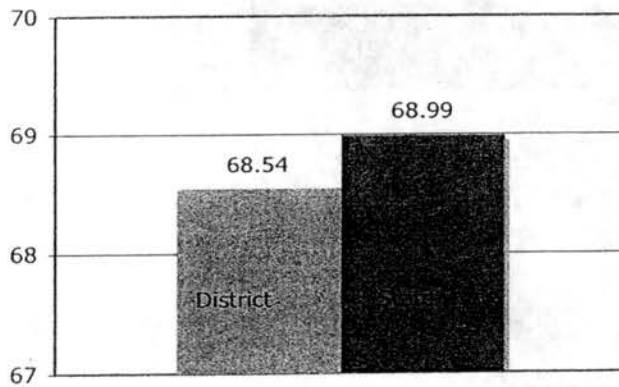
**MCA II Proficiency 2006
Grade 3 Mathematics**



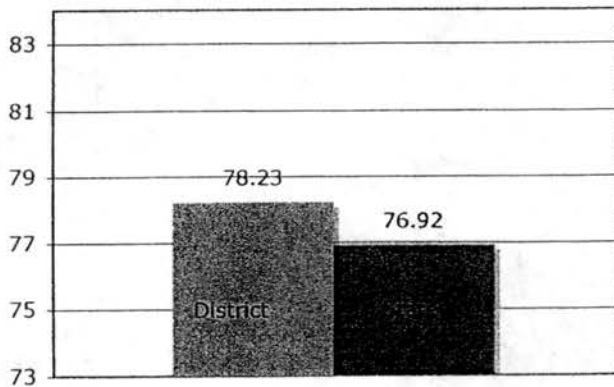
**MCA II Proficiency 2006
Grade 4 Reading**



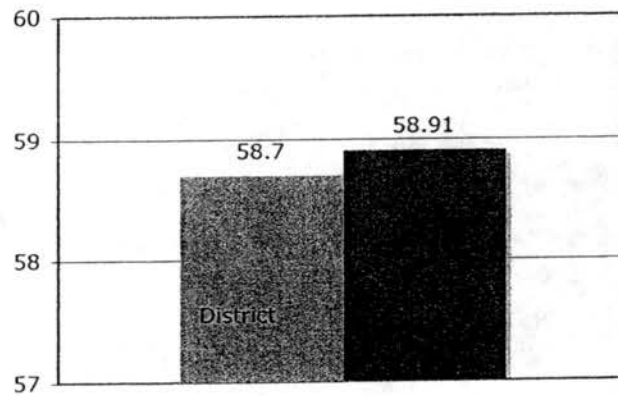
**MCA II Proficiency 2006
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**MCA II Proficiency 2006
Grade 5 Reading**

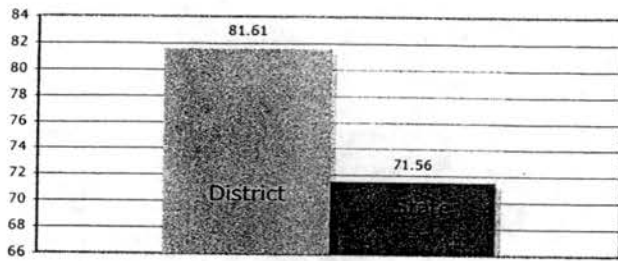


**MCA II Proficiency 2006
Grade 5 Mathematics**

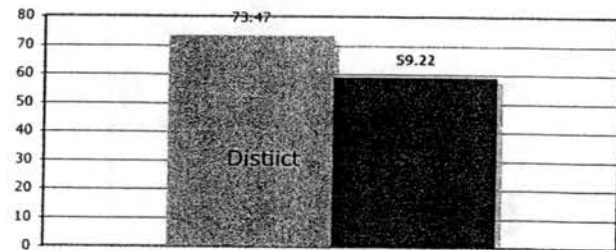


**Moorhead Area Public Schools
MCA II Proficiency May 2006**

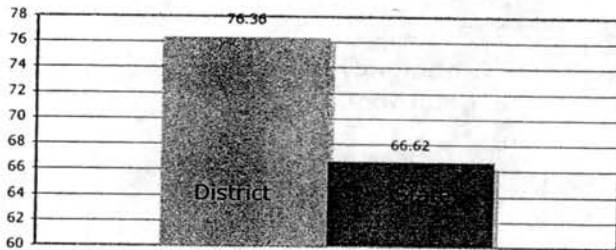
**MCA II Proficiency 2006
Grade 6 Reading**



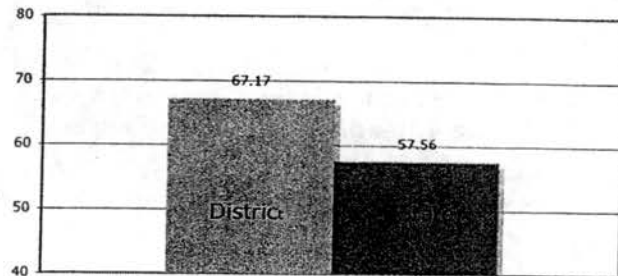
**MCA II Proficiency 2006
Grade 6 Mathematics**



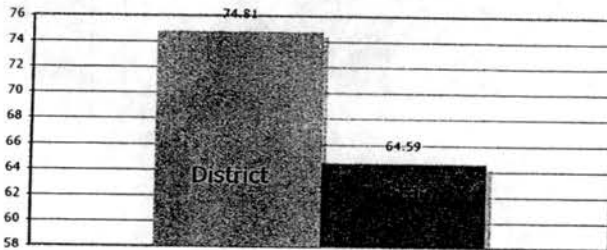
**MCA II Proficiency 2006
Grade 7 Reading**



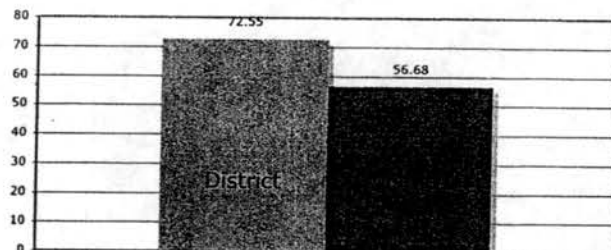
**MCA II Proficiency 2006
Grade 6 Mathematics**



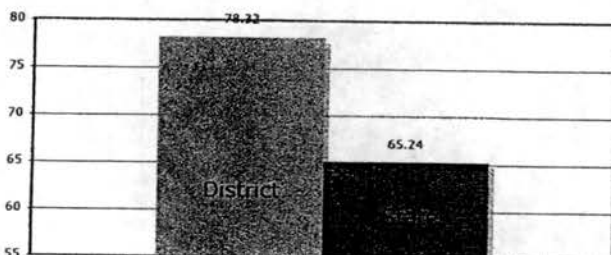
**MCA II Proficiency 2006
Grade 8 Reading**



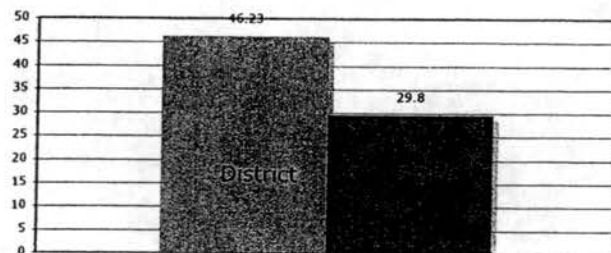
**MCA II Proficiency 2006
Grade 8 Mathematics**



**MCA II Proficiency 2006
Grade 10 Reading**

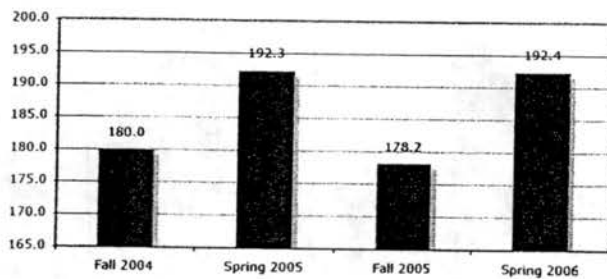


**MCA II Proficiency 2006
Grade 11 Mathematics**

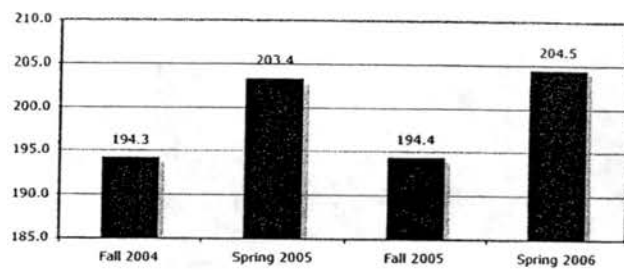


Moorhead Area Public Schools
Mathematics - NWEA Measures of Academic Progress Grade Level Mean RIT

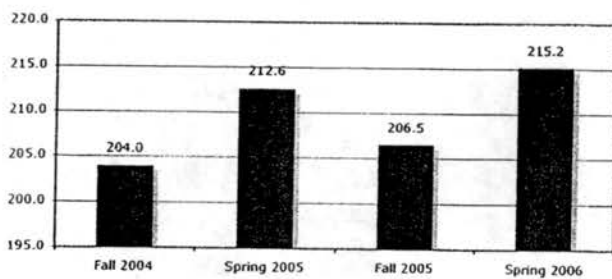
Grade 2



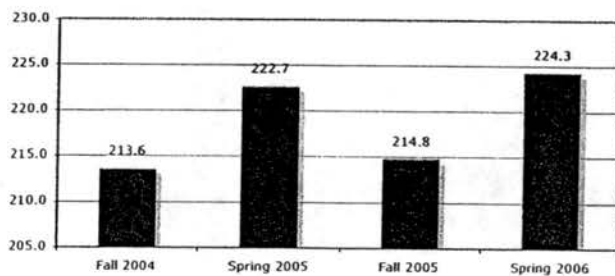
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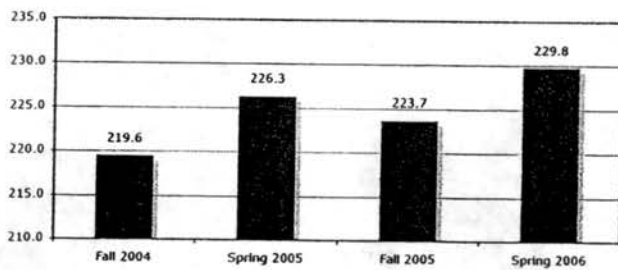
Grade 4



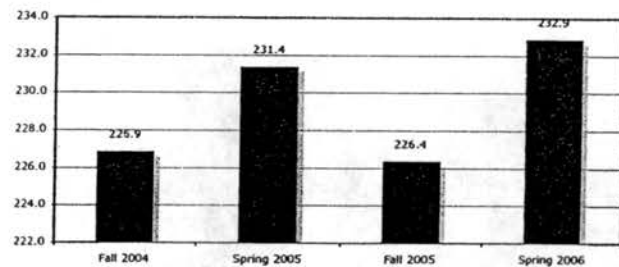
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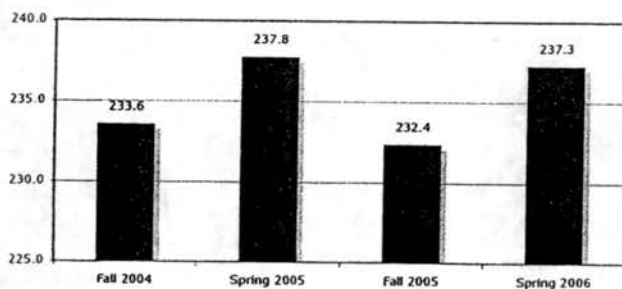
Grade 6



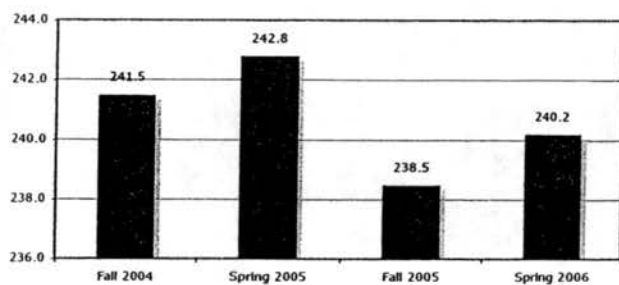
Grade 6



Grade 8

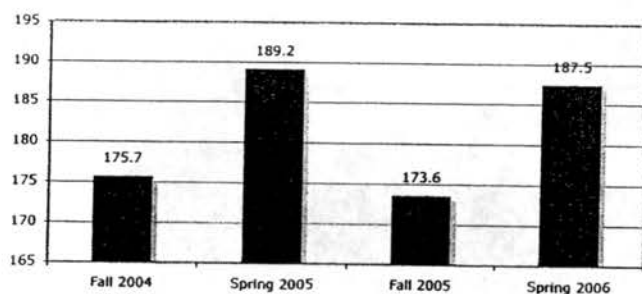


Grade 9

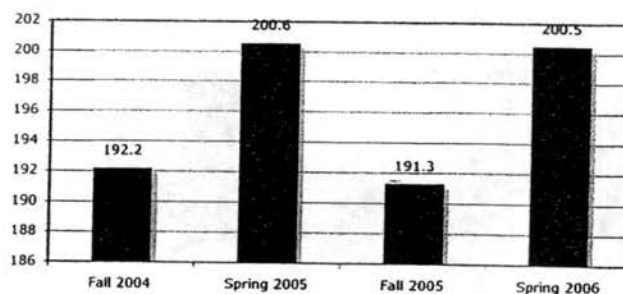


Moorhead Area Public Schools
Reading - NWEA Measures of Academic Progress Grade Level Mean RIT

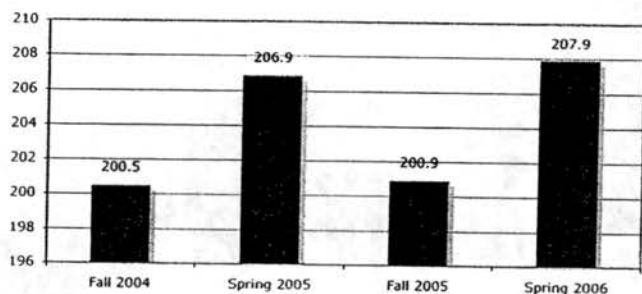
Grade 2



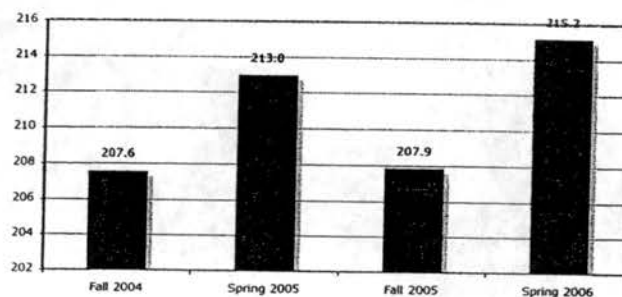
Grade 3



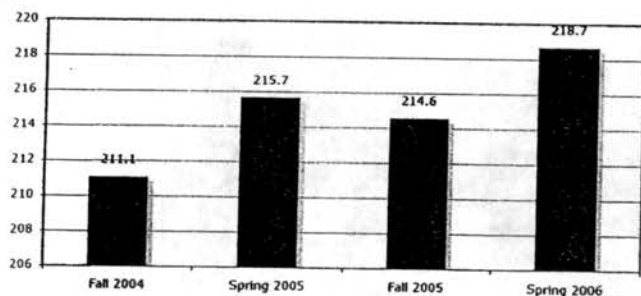
Grade 4



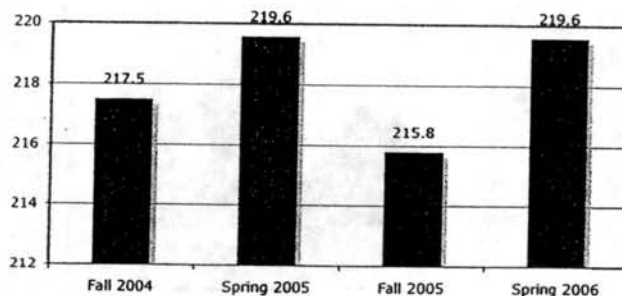
Grade 5



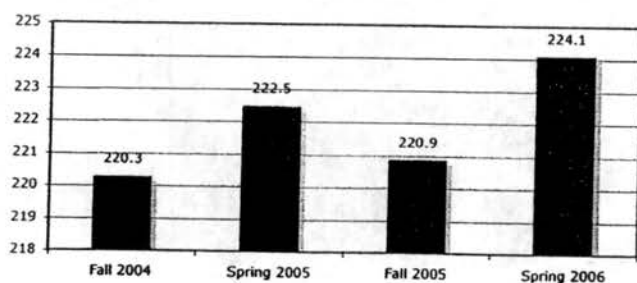
Grade 6



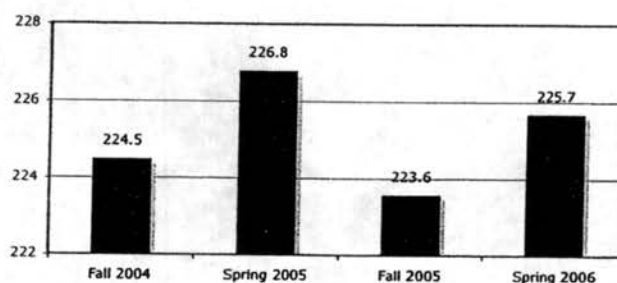
Grade 7



Grade 8

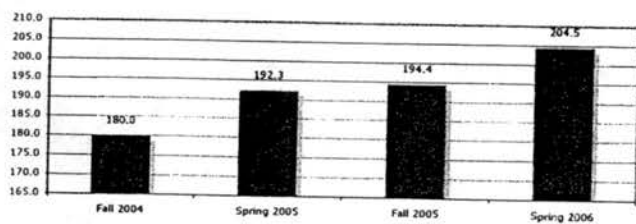


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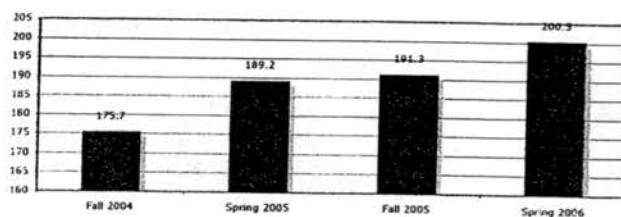


Moorhead Area Public Schools
Cohort Progression with Measures of Academic Progress Assessments

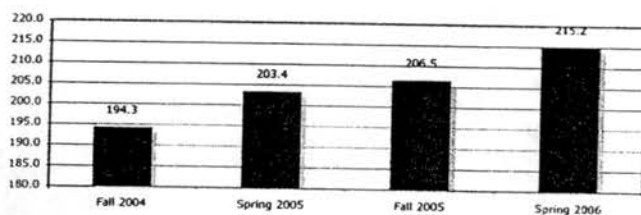
Mathematics-Graduating Class of 2015



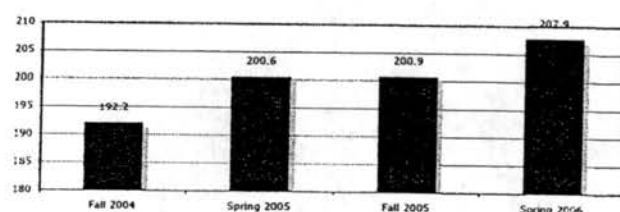
Reading-Graduating Class of 2015



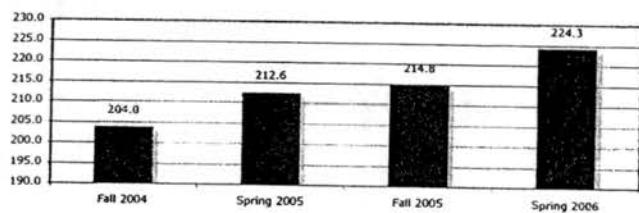
Mathematics-Graduating Class of 2014



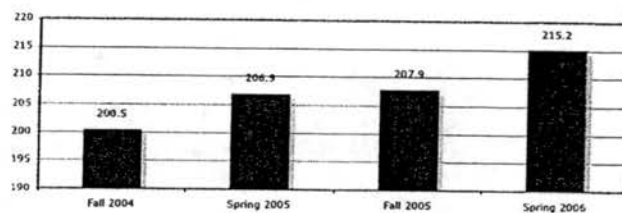
Reading-Graduating Class of 2014



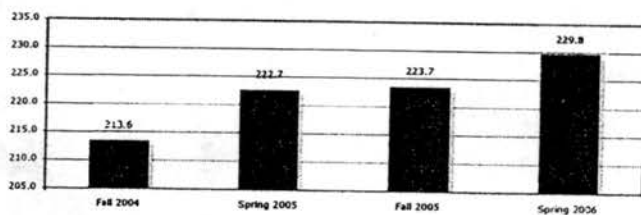
Mathematics-Graduating Class of 2013



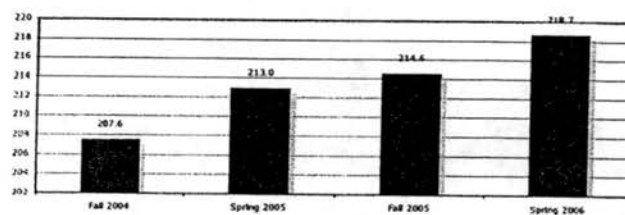
Reading-Graduating Class of 2013



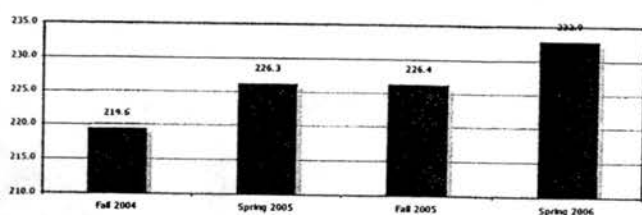
Mathematic-Graduating Class of 2012



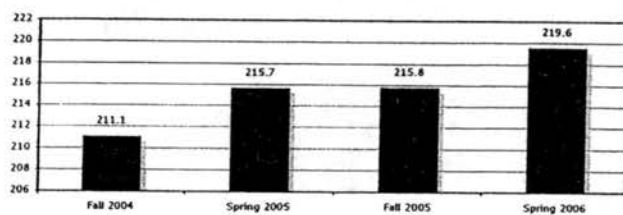
Reading-Graduating Class of 2012



Mathematic-Graduating Class of 2011



Reading-Graduating Class of 2011





Moorhead Area Public Schools

*District Building
Data*

2001-02 through 2005-06

Moorhead Area Public Schools Building Definitions

Teaching Staff

The number reflects the number of teaching staff at the end of the year. The information is also disaggregated by degrees and years experience. The data is provided by the Human Resources Office and the Staff Automated Report (STAR).

* 2005-2006 School year reflected a change in salary lane change from a quarter to a semester basis. In making this change, there was a need to list equivalent salary lanes to avoid confusion. The conversion chart lists the salary lane under the old quarter system to its equivalent salary lane under the new semester system:

BA	Equals	BA
BA+15	Equals	BA+10
BA+30	Equals	BA+20
BA+45	Equals	BA+30
BA+60	Equals	BA+40
BA+75	Equals	BA+50
BA+90	Equals	BA+60
BA+105	Equals	BA+70
MA	Equals	MA
MA+15	Equals	MA+10
MA+30	Equals	MA+20
MA+45	Equals	MA+30

Teacher Attendance

The information is gathered from the Substitute Employee Management System (SEMS) and disaggregated by the reporting categories for the system.

Moorhead Area Public Schools

Teaching Staff

*

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
BA	63	76	59	48	52
BA+10					31
BA+15	28	27	29	41	
BA+20					19
BA+30	22	16	17	15	46
BA+40					2
BA+45	49	48	41	46	
BA+50					3
BA+60	5	6	3	2	
BA+70					23
BA+75	3	3	3	3	
BA+90	2	2	2	1	
BA+105	33	30	28	27	
MA	32	27	26	34	34
MA+10					42
MA+15	30	28	36	45	
MA+20					33
MA+30	25	25	23	29	122
MA+45	101	98	99	108	

0 to 5 years	145	153	173	102	87
6 to 10 years	91	96	112	93	84
11 to 20 years	93	129	136	150	173
More than 20 years	62	72	76	54	64
Average years experience	13	12	11	12	13

Teacher Attendance	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Total Teaching Staff	411	419	394	399	407
Days of Sick Leave	2812.5	1954	2775	2915.5	2851
Days of Personal Leave	533.5	545	719.5	680.5	664
Days of Emergency Leave	292	194	218	223.5	285
Days of Athletic Leave	204.5	266	272	250.23	289
Days of Deduct	124.5	153	108	155.5	165
Days of Civic Leave	17.5	32.5	46.5	23	10.5
Days of Association Leave	52.5	26	17	30.5	9.5
Days of Conference Leave	938	947.5	875	760.5	1161
Days of Workers Comp Leave	0	11.5	0	0	0
Days of Misc Leave	232.5	143.5	200	99	189
Days of Childstudy/IEP	9	9	2.5	8.5	7.5
TOTAL	5216.5	4282	5233.5	5146.75	5631.5
Average Days Absent	12.69	10.22	13.28	12.9	13.84



Moorhead Area Public Schools

*Elementary
Demographic
Data*

2004-05 through 2005-06

Moorhead Elementary Demographic Definitions

1. Attendance Rate

The number represents the proportion of days that students were in attendance throughout the year. The formula for attendance rate is the Average Daily Attendance (ADA) divided by the Average Daily Membership (ADM).

2. Average Daily Attendance (ADA)

The Average Daily Attendance (ADA) is the average student attendance over the year.

3. Average Daily Membership (ADM)

The ADM is the average number of students enrolled over the course of the year. Average Daily Membership (ADM) is calculated based on the year-end data reported by the school district through the Minnesota Automated Reporting Student System (MARSS).

4. Detention

A teacher, principal, or designee may keep a student after school for correction of a violation, including tardiness to class. The information is collected from the principal in each school.

5. English Language Learners (ELL)

The data reflects the number of children who are English Language Learners (ELL) or who are Limited English Proficient (LEP), including immigrant children and youth. The program is also known as English as a Second Language (ESL).

6. Enrollment as of October 1

The number reflects the actual count of students enrolled on October 1 of the school year.

7. Ethnicity

The number of students and percentage of students listed by federal ethnic group categories as of October 1.

8. Free and Reduced Lunch Program (FRP)

The data includes the number of students who are receiving free and reduced lunch. The proportion of students approved for free and reduced lunch will be reflected in the number.

9. Home Language

The number is self reported as the language primarily used at home. Data will include the number of students and the home language.

10. Mobility

The number is given as it relates to those students who transferred from the building during the school year and number of students who entered the building during the school year. This data includes transfers within the district, those within the state and transfers from another state. The mobility will not reflect changes occurring from one school year to the next year based on natural progression from one building to the next. The information is collected through MARSS.

11. Special Education Status

The number of resident students in the district receiving special education services listed by primary disability as of December 1. The number does not include out-of-district students receiving special education services in Moorhead Schools. The information is collected through the Learner Support Services Office and MARSS.

12. Student Discipline Reports:

Alcohol

The possession, use or being under the influence of any alcoholic product while on the school grounds or at school-sponsored activities. The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Physical Assaults/Fighting

Characterized by a violent aggressive behavior by two or more individuals with the intent of inflicting physical harm upon one another and differentiated from "poking, pushing, shoving or scuffling." The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Other Drug Use

This refers to the possession, sale, distribution, or use of any controlled substances as defined in Minnesota Statute 152.02 while on the school grounds or at school-sponsored activities.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Tobacco

The use or possession of any type of tobacco product, chewing, holding a lighted tobacco product, or exhaling smoke from the mouth or nose on school property or at school-sponsored activities.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Vandalism (Willful Damage of School Property or of the Property of Others):

"Willful Damage" is the intentional cutting, defacing, or damage of any property, real or personal belonging to the school district, or to any individual within the school setting

Weapons

A "weapon" means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self injury including, but not limited to, any firearm, whether loaded or unloaded; air guns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; numchucks; throwing stars; explosives; fireworks, mace and other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.

Weapons can also be any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or nonfunctional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon.

Articles designed for other purposes (i.e. lasers or laser pointers, belts, combs, pencils, files, scissors, etc.) to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

13. Suspensions

Out of school suspension is an action taken by the school administration prohibiting a pupil from attending school for a period of time no more than ten consecutive schools days.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

14. Suspension-Bus

An action taken by the administration in a school to prohibit a student from riding the bus for a time period. The information is collected from the principal in each school.

15. Unexcused Absences

The numbers are collected from the student management reporting system, PowerSchool.

The following are examples of absences which will not be excused:

- 1) Truancy. An absence by a student that was not approved by the parent and/or the school district.
- 2) Any absence in which the student failed to comply with any reporting requirements of the school district's attendance procedures.
- 3) Work at home, including babysitting or running errands.
- 4) Work at a business, except under a school-sponsored work release program.
- 5) Absences resulting from cumulated unexcused tardies (3 tardies equal one unexcused absence).
- 6) Missing the bus, car trouble, oversleeping need for extra sleep, hair appointments, shopping, visiting friends, job interview, not returning to school following noon hour, leaving school ill without checking out with the health office, falsifying notes or explanations for absence, etc.

Moorhead Elementary Schools

	<i>Asp</i>		<i>Hopkins</i>		<i>Reinertsen</i>	
	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
1. Attendance Rate	96.75%	95.9%	97.13%	95.9%	97.45%	96.6%
2. Average Daily Attendance (ADA)	654	690	710	721	725	768
3. Average Daily Membership (ADM)	676	714	731	744	744	784
4. Detention	0	4	0	23	0	0
5. English Language Learners (ELL)	97	61	71	59	47	41
6. Enrollment as of October 1						
Kindergarten	111	131	162	112	126	138
Grade 1	103	122	125	151	124	142
Grade 2	125	106	122	125	114	126
Grade 3	111	126	121	122	125	121
Grade 4	133	112	121	121	135	125
Grade 5	114	123	97	118	127	142
Self Contained	0	0	3	3	2	1
Total	697	720	751	752	753	795
7. Ethnicity	<u>Oct. 04</u>	<u>Oct. 05</u>	<u>Oct. 04</u>	<u>Oct. 05</u>	<u>Oct. 04</u>	<u>Oct. 05</u>
Native American	19 2.7%	14 2.0%	28 3.7%	36 4.8%	18 2.4%	19 2.4%
Asian	13 1.9%	20 2.8%	17 2.3%	13 1.7%	10 1.3%	8 1.0%
Hispanic	116 16.8%	97 13.5%	74 9.8%	65 8.7%	31 4.1%	40 5.0%
Black	17 2.4%	26 3.6%	24 3.2%	19 2.5%	26 3.4%	27 3.4%
White	531 76.3%	559 78.1%	611 81.0%	616 82.2%	673 88.8%	706 88.2%
Percent Minority	23.7%	21.9%	19.0%	17.8%	11.2%	11.8%
8. Free and Reduced Lunch Program	<u>Oct. 04</u>	<u>Oct. 05</u>	<u>Oct. 04</u>	<u>Oct. 05</u>	<u>Oct. 04</u>	<u>Oct. 05</u>
Free	201	231	155	206	123	181
Reduced	44	48	40	44	39	31
% of Free & Reduced	35%	39%	26%	33%	22%	27%

Moorhead Elementary Schools

	<i>Asp</i>		<i>Hopkins</i>		<i>Reinertsen</i>	
	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
9. Home Language						
Afrikaans	0	2	0	0	0	0
Albanian	6	5	3	9	2	0
Arabic	1	0	0	1	2	1
Cambodian	0	1	0	0	0	0
Cebuano	0	1	0	0	0	0
Chinese	0	0	0	0	1	1
Cutchi	0	0	0	0	1	2
Dakotah	0	0	0	2	2	0
English	625	665	715	702	725	775
Hawaiian	0	0	2	2	0	0
Hindi	0	0	1	2	0	0
Japanese	0	0	0	0	1	0
Korean	0	0	0	0	2	1
Kurdish	21	15	9	13	29	23
Mongolian	0	0	0	1	0	0
Russian	0	0	0	0	1	1
Serbo-Croatian	4	7	5	7	3	1
Somali	0	0	4	0	2	5
Spanish	96	86	64	48	16	24
Vietnamese	12	13	8	5	0	0
10. Mobility						
Transfers Into Building	86	72	79	46	75	80
Transfers Out of Building	67	50	69	34	38	37
11. Special Education Status	<u>Dec. 04</u>	<u>Dec. 05</u>	<u>Dec. 04</u>	<u>Dec. 05</u>	<u>Dec. 04</u>	<u>Dec. 05</u>
Speech/Language Impaired	40	31	44	33	28	48
DCD Moderate	3	6	5	0	2	6
DCD Severe	1	0	0	1	2	1
Physically Impaired	5	6	1	5	2	2
Deaf/Hard of Hearing	2	2	2	2	2	3
Visual Impairment	0	0	0	0	0	0
Specific Learning Disability	17	13	17	13	19	15
Behavioral Disorders	7	7	12	9	4	8
Deaf-Blind	0	0	0	0	1	1
Other Health Impaired	21	17	21	19	17	16
Autistic	5	6	8	7	17	13
Development Delay	10	19	14	9	12	9
Traumatic Brain Injury	1	0	0	0	0	0
Severely Multiple Impaired	0	0	0	0	0	0
Total Disabilities Served	112	107	124	98	106	122

Moorhead Elementary Schools

	<i>Asp</i>		<i>Hopkins</i>		<i>Reinertsen</i>	
	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
12. Student Discipline Reports						
Alcohol	0	0	0	0	0	0
Physical Assault/Fighting	1	3	0	0	10	6
Other drug use	0	0	0	0	0	0
Theft	0	0	0	2	0	2
Tobacco	0	0	0	0	0	0
Vandalism	0	1	0	0	0	0
Weapons	1	0	0	0	0	0
13. Suspensions	2	0	0	0	0	0
14. Suspension: Bus	1	2	2	5	5	4
15. Unexcused Absences						
0 Absences	235 34.61%	458 60.5%	270 36.64%	457 58.9%	413 54.99%	595 73.3%
1 to 5 Absences	293 43.15%	192 25.4%	303 41.11%	217 28.0%	262 34.89%	171 21.1%
6 to 10 Absences	62 9.13%	5 6.8%	71 9.63%	46 6.0%	38 5.06%	27 3.4%
11 to 15 Absences	41 6.04%	32 4.3%	28 3.80%	24 3.1%	24 3.20%	12 1.5%
16 to 20 Absences	27 3.98%	7 1.0%	24 3.26%	20 2.6%	9 1.20%	3 0.4%
21 or More Absences	21 3.09%	17 2.3%	41 5.56%	13 1.7%	5 0.67%	4 0.5%



Moorhead Area Public Schools

*Elementary
Achievement
Data*

2004-05 through 2005-06

Moorhead Elementary Achievement Definitions

1. Retention in Grade

Retention of students is an option for students at any grade level who, after intensive interventions, are performing below expectations for the grade level. The decision to retain is made with teacher, parent and administrative recommendation. The information is provided by the principal.

2. Minnesota Comprehensive Assessments (MCA-II)

The MCA – II are the Minnesota Comprehensive Assessments that are given to students in reading and mathematics annually for schools and school districts to measure student progress toward state academic standards, as required by federal education mandates and guidelines (NCLB). State officials this year introduced a new test that will better reflect how students are doing with more rigorous standards. Because it is a new test, the results should not be directly compared with the tests from the previous years. In the 2005-06 school year, the tests were given in grades three through eight, and grades 10 and 11.

There are four achievement levels for the MCA-II's:

- Exceeds the Standards (E)
- Meets the Standards (M)
- Partially Meets the Standards (P)
- Does Not Meet the Standards (D)

3. Measures of Academic Progress (MAP)

The MAP assessment is a computerized, adaptive test that measures student achievement. Moorhead Area Public Schools use state-aligned MAP tests in reading and mathematics.

MAP tests provide results that can be used to:

- Identify the skills and concepts individual students have learned
- Diagnose instructional needs
- Monitor academic growth over time
- Make data-driven decisions at the classroom, school, and district levels
- Place new students in appropriate instructional programs

RIT Scale

The scale used in the MAP assessment is divided into equal parts, like centimeters on a ruler. These parts are called RIT, which is short for Rasch Unit (after Danish Statistician Georg Rasch).

Because the tests are adaptive and the test items displayed are based on student performance, not age or grade, a score means the same thing. For example, a third grader who received a score of 210 and a fourth grader who received a score of 210 are learning at the same level. This allows growth to be measured.

The RIT scale is infinite, but most student scores fall between the values of 140 and 300. Like meters or pounds, the scale is equal-interval, meaning that the distance between 170 and 182 is the same as the distance between 240 and 252. This allows educators to apply simple mathematical equations to the scores to determine information such as the mean and median scores in a class or grade.

**MCA II May 2006
Proficiency**

Grade 3	Asp	Hopkins	SGR	District	State
Reading					
Proficient	79.82	86.49	81.25	82.49	81.61
Not Proficient	20.18	13.51	18.75	17.51	18.39
 Grade 3					
Mathematics					
Proficient	71.20	75.81	75.44	74.10	77.86
Not Proficient	28.80	24.19	24.56	25.90	22.14

Grade 4	Asp	Hopkins	SGR	District	State
Reading					
Proficient	75.93	83.19	85.84	81.74	76.71
Not Proficient	24.09	16.81	14.16	18.26	23.29
 Grade 4					
Mathematics					
Proficient	57.39	73.33	74.38	68.54	68.99
Not Proficient	42.61	26.67	25.62	31.46	31.01

Grade 5	Asp	Hopkins	SGR	District	State
Reading					
Proficient	76.67	83.48	75.18	78.23	76.92
Not Proficient	23.33	16.52	24.82	21.77	23.08
 Grade 5					
Mathematics					
Proficient	60.32	55.46	60.00	58.70	58.91
Not Proficient	39.68	44.54	40.00	41.30	41.09

**MCA II May 2006
Achievement Levels**

Grade 3	Asp	Hopkins	SGR	District	State
Reading					
Exceeds Stds	50.00	55.86	58.04	54.60	55.09
Meets Stds	29.82	30.63	23.21	27.89	26.52
Partially Meets	13.16	7.21	10.71	10.39	9.35
Does Not Meet	7.02	6.31	8.04	7.12	9.04
Grade 3					
Mathematics					
Exceeds Stds	28.80	27.42	26.32	27.55	31.32
Meets Stds	42.40	48.39	49.12	46.56	46.54
Partially Meets	22.40	17.74	17.54	19.28	16.61
Does Not Meet	6.40	6.45	7.02	6.61	5.53

Grade 4	Asp	Hopkins	SGR	District	State
Reading					
Exceeds Stds	40.74	49.56	44.25	44.91	42.27
Meets Stds	35.19	33.63	41.59	36.83	34.44
Partially Meets	13.89	10.62	8.85	11.08	13.78
Does Not Meet	10.19	6.19	5.31	7.19	9.50
Grade 4					
Mathematics					
Exceeds Stds	18.26	27.50	15.70	20.51	26.68
Meets Stds	39.13	45.83	58.68	48.03	42.31
Partially Meets	28.70	18.33	18.18	21.63	19.27
Does Not Meet	13.90	8.33	7.44	9.83	11.73

Grade 5	Asp	Hopkins	SGR	District	State
Reading					
Exceeds Stds	41.67	46.09	42.34	43.28	35.42
Meets Stds	35.00	37.39	32.85	34.95	41.50
Partially Meets	14.17	9.57	21.90	15.59	15.04
Does Not Meet	9.17	6.96	2.92	6.18	8.04
Grade 5					
Mathematics					
Exceeds Stds	19.84	25.21	23.57	22.86	22.15
Meets Stds	40.48	30.25	36.43	35.84	36.75
Partially Meets	17.46	29.41	25.71	24.16	23.09
Does Not Meet	22.22	15.13	14.29	17.14	18.00

Measures of Academic Progress (MAP)

MAP Asp Reading

Asp	Fall 2005 Mean RIT	Fall 2006 Mean RIT	Growth
Grade 3	171.4	186.4	15.0
Grade 4	189.9	200.3	10.4
Grade 5	199.3	2061.0	6.8

MAP Asp Mathematics

Asp	Fall 2005 Mean RIT	Fall 2006 Mean RIT	Growth
Grade 3	177.1	191.8	14.7
Grade 4	193.2	205.1	11.9
Grade 5	204.8	217.2	12.4

MAP Hopkins Reading

Hopkins	Fall 2005 Mean RIT	Fall 2006 Mean RIT	Growth
Grade 3	173.6	192.4	18.8
Grade 4	191.3	201.5	10.2
Grade 5	204.0	211.2	7.2

MAP Hopkins Mathematics

Hopkins	Fall 2005 Mean RIT	Fall 2006 Mean RIT	Growth
Grade 3	179.4	195.6	16.2
Grade 4	195.1	207.0	11.9
Grade 5	209.6	221.5	11.9

MAP Reinertsen Reading

Reinertsen	Fall 2005 Mean RIT	Fall 2006 Mean RIT	Growth
Grade 3	176.6	193.1	16.5
Grade 4	193.8	204.1	10.3
Grade 5	201.9	209.9	8.0

MAP Reinertsen Mathematics

Reinertsen	Fall 2005 Mean RIT	Fall 2006 Mean RIT	Growth
Grade 3	179.9	196.9	17.0
Grade 4	196.7	210.5	13.8
Grade 5	207.7	218.2	10.5



Moorhead Area Public Schools

*Elementary
Building
Data*

2004-05 through 2005-06

Moorhead Area Public Schools Building Definitions

Teaching Staff

The number reflects the number of teaching staff at the end of the year. The information is disaggregated by degrees and years experience. The data is provided by the Human Resources Office and the Staff Automated Report (STAR).

* 2005-2006 School year reflected a change in salary lane change from a quarter to a semester basis. In making this change, there was a need to list equivalent salary lanes to avoid confusion. The conversion chart lists the salary lane under the old quarter system to its equivalent salary lane under the new semester system:

BA	Equals	BA
BA+15	Equals	BA+10
BA+30	Equals	BA+20
BA+45	Equals	BA+30
BA+60	Equals	BA+40
BA+75	Equals	BA+50
BA+90	Equals	BA+60
BA+105	Equals	BA+70
MA	Equals	MA
MA+15	Equals	MA+10
MA+30	Equals	MA+20
MA+45	Equals	MA+30

Heat and Electricity per square foot

The number reflects the cost of heating and electricity for the building. The cost per square foot of the building is obtained by dividing by the total cost by the total square footage. The information is provided from the maintenance office.

Moorhead Elementary Schools

Teaching Staff	<i>Asp</i>		<i>Hopkins</i>		<i>Reinertsen</i>	
	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
BA	4	6	11	17	2	4
BA+10		3		2		2
BA+15	3		7		2	
BA+20		4		5		2
BA+30	4	3	2	6	2	8
BA+40				1		1
BA+45	4		8		9	
BA+50		1				1
BA+60	0		1		1	
BA+70		9		1		3
BA+75	1		0		1	
BA+90	0		0		0	
BA+105	11		2		4	
MA	2	2	7	8	5	3
MA+10		7		4		8
MA+15	7		2		9	
MA+20		4		1		8
MA+30	4	16	3	14	6	18
MA+45	12		14		15	
0 to 5 years	13	12	16	13	14	7
6 to 10 years	13	8	12	8	13	15
11 to 20 years	14	28	25	24	23	25
More than 20 years	12	7	4	14	6	11
Average years experience	14	12	11	14.5	12	13.6

**Heat and Electricity Cost
Comparison per square foot**

	<i>Asp</i>		<i>Hopkins</i>		<i>Reinertsen</i>	
	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
Square Foot	98,510	98,510	111,005	111,005	103,600	103,600
Cost for Electricity	\$55,589	\$56,059	\$62,622	\$64,774	\$77,566	\$94,963
Cost per square foot	\$0.56	\$0.57	\$0.56	\$0.58	\$0.75	\$0.92
Square Foot	98,510	98,510	111,005	111,005	103,600	103,600
Cost for Heat	\$48,660	\$40,387	\$51,893	\$44,185	\$53,552	\$49,891
Cost per square foot	\$0.49	\$0.41	\$0.47	\$0.40	\$0.52	\$0.48



Moorhead Area Public Schools

*High School
Demographic
Data*

2001-02 through 2005-06

Moorhead High School Demographic Definitions

1. Attendance Rate

The number represents the proportion of days that students were in attendance throughout the year. The formula for attendance rate is the Average Daily Attendance (ADA) divided by the Average Daily Membership (ADM).

2. Average Daily Attendance (ADA)

The Average Daily Attendance (ADA) is the average student attendance over the year.

3. Average Daily Membership (ADM)

The ADM is the average number of students enrolled over the course of the year. Daily Membership (ADM) is calculated based on the year-end data reported by the school district through the Minnesota Automated Reporting Student System (MARSS).

4. Detention

A teacher, principal, or designee may keep a student after school for correction of a violation, including tardiness to class. The information is collected from the principal in each school.

5. Drop Out Rate

The number represents the cumulative dropouts for grades 7-12 reported by the district for the school year. Dropout rates can be calculated by totaling the reported dropouts for that year and dividing by the October 1 enrollment for grades 7-12. This information is a part of the MARSS information.

6. English Language Learners (ELL)

The data reflects the number of children who are English Language Learners (ELL) or who are Limited English Proficient (LEP), including immigrant children and youth. The program is also known as English as a Second Language (ESL).

7. Enrollment as of October 1

The number reflects the actual count of students enrolled on October 1 of the school year.

8. Ethnicity

The number of students and percentage of students listed by federal ethnic group categories as of October 1.

9. Extra Curricular Activities

The data provides information on males and female participates in high school activities. The data is gathered by the activities office.

10. Free and Reduced Lunch Program (FRP)

The data includes the number of students who are receiving free and reduced lunch. The proportion of students approved for free and reduced lunch will be reflected in the number.

11. Home Language

The number is self reported as the language primarily used at home. Data will include the number of students and the home language.

12. Mobility

The number is given as it relates to those students who transferred from the building during the school year and number of students who entered the building during the school year. This data includes transfers within the district, those within the state and transfers from another state. The mobility will not reflect changes occurring from one school year to the next year based on natural progression from one building to the next. The information is collected through MARSS.

13. Special Education Status

The number of resident students in the district receiving special education services listed by primary disability as of December 1. The number does not include out-of-district students receiving special education services in Moorhead. The number is collected in the Learner Support Services Office and MARSS.

14. Student to Computer Ratio

The average number of students per computer in the school. The information is provided by the technology department.

15. Student Discipline Reports:

Alcohol

The possession, use or being under the influence of any alcoholic product while on the school grounds or at school-sponsored activities. The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Physical Assaults/Fighting

Characterized by a violent aggressive behavior by two or more individuals with the intent of inflicting physical harm upon one another and differentiated from "poking, pushing, shoving or scuffling." The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Other Drug Use

This refers to the possession, sale, distribution, or use of any controlled substances as defined in Minnesota Statute 152.02 while on the school grounds or at school-sponsored activities. The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Tobacco

The use or possession of any type of tobacco product, chewing, holding a lighted tobacco product, or exhaling smoke from the mouth or nose on school property or at school-sponsored activities. The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Vandalism (Willful Damage of School Property or of the Property of Others):

"Willful Damage" is the intentional cutting, defacing, or damage of any property, real or personal belonging to the school district, or to any individual within the school setting

Weapons

A "weapon" means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self injury including, but not limited to, any firearm, whether loaded or unloaded; air guns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; numchucks; throwing stars; explosives; fireworks, mace and other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.

Weapons can also be any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or nonfunctional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon.

Articles designed for other purposes (lasers or laser pointers, belts, combs, pencils, files, scissors, etc.) to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

16. Suspensions

Out of school suspension is an action taken by the school administration prohibiting a pupil from attending school for a period of time no more than ten consecutive schools days.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

17. Suspension-Bus

An action taken by the administration in a school to prohibit a student from riding the bus for a time period. The information is collected from the principal in each school.

18. Unexcused Absences

The numbers are collected from the student management reporting system, PowerSchool.

The following are examples of absences which will not be excused:

- 1) Truancy. An absence by a student that was not approved by the parent and/or the school district.
- 2) Any absence in which the student failed to comply with any reporting requirements of the school district's attendance procedures.
- 3) Work at home, including babysitting or running errands.
- 4) Work at a business, except under a school-sponsored work release program.
- 5) Absences resulting from cumulated unexcused tardies (3 tardies equal one unexcused absence).
- 6) Missing the bus, car trouble, oversleeping need for extra sleep, hair appointments, shopping, visiting friends, job interview, not returning to school following noon hour, leaving school ill without checking out with the health office, falsifying notes or explanations for absence, etc.

Moorhead High School

1. Attendance Rate	<u>2001-02</u> 94.43%	<u>2002-03</u> 94.15%	<u>2003-04</u> 94.22%	<u>2004-05</u> 92.67%	<u>2005-06</u> 93.2%
2. Average Daily Attendance (ADA)	<u>2001-02</u> 1629	<u>2002-03</u> 1593	<u>2003-04</u> 1582	<u>2004-05</u> 1542	<u>2005-06</u> 1487
3. Average Daily Membership (ADM)	<u>2001-02</u> 1725	<u>2002-03</u> 1692	<u>2003-04</u> 1679	<u>2004-05</u> 1664	<u>2005-06</u> 1596
4. Detention	<u>2001-02</u> 576	<u>2002-03</u> 661	<u>2003-04</u> 3050	<u>2004-05</u> 3157	<u>2005-06</u> 2250
5. Dropout Rate (Grades 7-12) Drop Out Index	<u>2001-02</u> 66 2.46	<u>2002-03</u> 49 1.81	<u>2003-04</u> 38 1.43	<u>2004-05</u> 26 1.50	<u>2005-06</u> 24 1.44
6. English Language Learners	<u>Oct. 01</u> 106	<u>Oct. 02</u> 96	<u>Oct. 03</u> 76	<u>Oct. 04</u> 103	<u>Oct. 05</u> 93
7. Enrollment as of October 1	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Grade 9	437	402	430	417	398
Grade 10	430	443	400	449	422
Grade 11	446	431	446	401	442
Grade 12	424	441	435	445	411
Total	1737	1717	1711	1712	1673
8. Ethnicity	<u>Oct 01</u>	<u>Oct 02</u>	<u>Oct 03</u>	<u>Oct 04</u>	<u>Oct. 05</u>
Native American	15 0.89%	23 1.35%	29 1.69%	30 1.80%	29 1.7%
Asian	23 1.37%	21 1.23%	22 1.29%	20 1.17%	18 1.1%
Hispanic	76 4.52%	90 5.26%	91 5.32%	103 6.02%	112 6.7%
Black	41 2.44%	34 1.99%	35 2.05%	34 1.99%	30 1.8%
White	1528 90.79%	1542 90.18%	1534 89.66%	1513 88.38%	1474 88.6%
Percent Minority	9.21%	9.82%	10.34%	10.97%	11.4%

Moorhead High School

9. Extra Curricular Activities	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	M F	M F	M F	M F	M F
Baseball	52 00	50 00	49 00	50 00	47 00
Basketball	65 47	47 38	55 37	44 29	49 38
Cheerleading	00 25	00 26	00 31	00 20	00 17
Cross Country	20 18	19 18	27 25	30 24	19 29
Danceline	00 32	00 29	00 28	00 30	00 24
Football	159 00	144 00	140 00	113 00	130 00
Golf	30 22	20 17	18 16	19 20	19 13
Gymnastics	00 13	00 10	00 05	00 14	00 13
Hockey	45 22	46 18	44 23	40 23	37 17
Soccer	64 44	60 53	57 53	49 54	42 49
Softball	00 26	00 29	00 29	00 27	00 32
Swimming	28 25	24 47	21 41	26 36	20 41
Tennis	20 20	15 39	15 30	25 29	25 28
Track	89 54	86 50	72 68	71 66	69 56
Volleyball	00 44	00 39	00 39	00 45	00 43
Wrestling	19 00	23 00	21 00	21 00	25 00
Apollo Strings	06 14	03 10	03 18	03 17	01 16
Business Professionals				08 01	03 01
Cho Kio	01 19	00 11	01 10	03 09	01 04
Debate	14 08	14 11	11 11	13 20	12 18
Drill/Flag Team	00 08	00 12	00 11	00 07	
Key Club	15 25	23 32	33 64	31 92	20 78
Knowledge Bowl	24 04	19 06	10 08	17 14	12 10
Math League	16 07	12 03	09 04	10 06	08 04
Mock Trial	04 08	03 06	04 07	03 08	03 08
Musical	25 34	35 40	29 40	18 26	13 14
Pep Band	23 29	13 38	21 36	23 32	17 27
Play	28 22	33 27	18 23	17 22	12 16
Science Challenge	12 03	14 02	22 03	15 05	10 05
Speech	15 27	27 53	28 56	33 64	25 53
Spud Paper	15 08	08 07	09 06	03 08	
Student Council	09 29	08 44	04 45	04 42	02 35

10. Free and Reduced Lunch Program	<u>Oct. 01</u>	<u>Oct. 02</u>	<u>Oct. 03</u>	<u>Oct. 04</u>	<u>Oct. 05</u>
Free	254	302	267	284	276
Reduced	99	76	68	82	70
% of Free & Reduced	21%	22%	20%	22%	21%

11. Home Language	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
American Sign Language (ASL)	0	0	0	0	0
Afrikaans	0	0	0	1	0
Albanian	0	0	0	3	3
Arabic	4	3	2	3	5
Cambodian	0	0	0	0	2
Chinese	0	1	2	1	2

Moorhead High School

Cutchi	0	0	0	1	1
Dakotah	0	0	0	1	1
Dutch	0	0	0	1	0
English	1633	1535	1612	1606	1546
Farsi	0	1	0	0	0
French	0	0	0	2	0
German	8	0	8	11	3
Japanese	1	0	0	0	0
Kurdish	23	25	30	29	28
Laotian	3	3	2	3	1
Nepali	0	0	0	0	1
Norwegian	1	0	0	0	1
Okinawan	0	1	0	0	0
Persian	1	0	4	4	3
Polish	2	1	1	0	0
Portuguese	2	0	1	1	0
Russian	3	1	1	3	4
Serbo-Croatian	1	2	2	3	5
Somali	18	15	11	7	9
Spanish	97	64	94	98	98
Swahili	1	1	2	2	3
Swedish	4	2	3	0	1
Thai	0	0	1	1	0
Turkish	0	0	1	1	1
Ukrainian	0	0	0	0	1
Vietnamese	8	7	4	3	1

12. Mobility	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Transfers Into Building	104	68	118	121	122
Transfers Out of Building	102	37	74	90	68

3. Special Education Status	<u>Oct. 01</u>	<u>Oct. 02</u>	<u>Oct. 03</u>	<u>Oct. 04</u>	<u>Oct. 05</u>
Speech/Language Impaired	5	9	13	9	11
DCD Moderate	10	15	16	20	15
DCD Severe	18	12	13	12	8
Physically Impaired	11	11	9	5	3
Deaf/Hard of Hearing	1	3	5	6	9
Visual Impairment	1	0	0	0	0
Specific Learning Disability	107	102	94	81	92
Behavioral Disorders	57	52	51	43	33
Deaf-Blind	0	0	0	0	0
Other Health Impaired	44	56	72	87	80
Autistic	12	12	13	15	20
Developmental Delay	0	0	0	0	0
Traumatic Brain Injury	2	1	0	0	1
Severely Multiple Impaired	0	2	0	0	2
Total Disabilities Served	268	275	286	278	274

Moorhead High School

14. Student to Computer Ratio	<u>2001-02</u> 3 to 1	<u>2002-03</u> 3 to 1	<u>2003-04</u> 3 to 1	<u>2004-05</u> 3 to 1	<u>2005-06</u> 3 to 1
15. Student Discipline Reports	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Alcohol	0	3	19	5	1
Other Drug Use	3	10	18	12	3
Physical Assaults/Fighting	16	35	21	26	22
Theft				3	5
Threat/Intimidation				2	7
Tobacco	15	17	14	15	4
Vandalism	4	5	40	4	1
Weapons	2	4	1	1	3
16. Suspensions	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Out of School	59	114	111	80	68
In School	148	320	421	369	453
17. Suspensions-Bus	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
	13	0	0	0	0
18. Unexcused Absences	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
# Students	111	550	423	644	642
0 Unexcused Absences	6.60%	32.03%	25.75%	39.36%	39.2%
	590	584	652	558	670
1 to 5 Unexcused Absences	35.06%	34.01%	39.68%	34.11%	40.9%
	485	266	174	119	187
6 to 10 Unexcused Absences	28.82%	15.49%	10.59%	7.27%	11.4%
	237	125	100	82	49
11 to 15 Unexcused Absences	14.08%	7.28%	6.09%	5.02%	3.0%
	118	58	76	63	27
16 to 20 Unexcused Absences	7.01%	3.38%	4.63%	3.84%	1.7%
	142	134	216	170	64
21 or More Unexcused Absences	8.44%	7.80%	13.15%	10.40%	3.9%



Moorhead Area Public Schools

*High School
Achievement
Data*

2001-02 through 2005-06

Moorhead High School

Achievement Data Definitions

1. ACT

The ACT is the predominate tests for college admission in the Midwest. The ACT is usually first taken in the spring of the junior year. The ACT is a two hour and 55 minutes multiple-choice tests. The total test is scored on a 0 (low) to 36 (high) basis, and its scores are reported in four categories: English, Reading, Mathematics, and Science Reasoning with a composite average of the four areas. The sub-scores are reported in a range between 1 and 18.

Core Curriculum

Students indicate the courses in which they are enrolled. The test is disaggregated by those students who take the core curriculum.

The core curriculum:

4 units English

3 units Mathematics

3 units Science

3 units Social Studies

All Graduates

The scores are reported for all students taking the ACT test.

This information is a part of the report sent to the district by ACT.

2. Percent of ACT-Tested Students Ready for College-Level Coursework

Only the ACT reports College Readiness Benchmark Scores. A benchmark score is the minimum score needed on an ACT subject-area test to indicate a 50% change of obtaining a B or higher or about a 75% change of obtaining a C or higher in the corresponding credit-bearing college courses. These scores were empirically derived based on the actual performance of students in college. The College Readiness Benchmark Scores are:

<u>College Course/Course Area</u>	<u>ACT Test</u>	<u>Benchmark Score</u>
English Composition	English	18
Algebra	Mathematics	22
Social Sciences	Reading	21
Biology	Science	24

3. Basic Skills Tests

The Basic Skills Tests ensure that all high school graduates have the basic reading, writing and math skills they need to live and work in today's society. Students in grades 9-12 are required to pass these tests in order to graduate from high school.

4. Grade Distribution by Ethnicity

The report is generated from the student data management system (PowerSchool) at the end of the year. The data provides information regarding the grades of all students broken into ethnicity categories.

5. Failure Rate

The data is generated from the student data management system (Power School) to provide information on the percentage of student failures in courses.

6. Post Secondary Options

Information is provided from the counseling department at Moorhead High School regarding the number of students, the classes taken, and grades received as a part of the Post Secondary Options program.

7. Advanced Placement Examinations (AP)

AP is a program of college-level courses and exams that gives high school students the opportunity to receive advanced placement and/or credit in college. Currently 60 percent of the nation's high schools participate in AP. Most of the nation's colleges and universities have an AP policy granting incoming students credit, placement, or both for qualifying AP exams.

Every examination receives an overall grade on a five-point scale:

Examination Grade

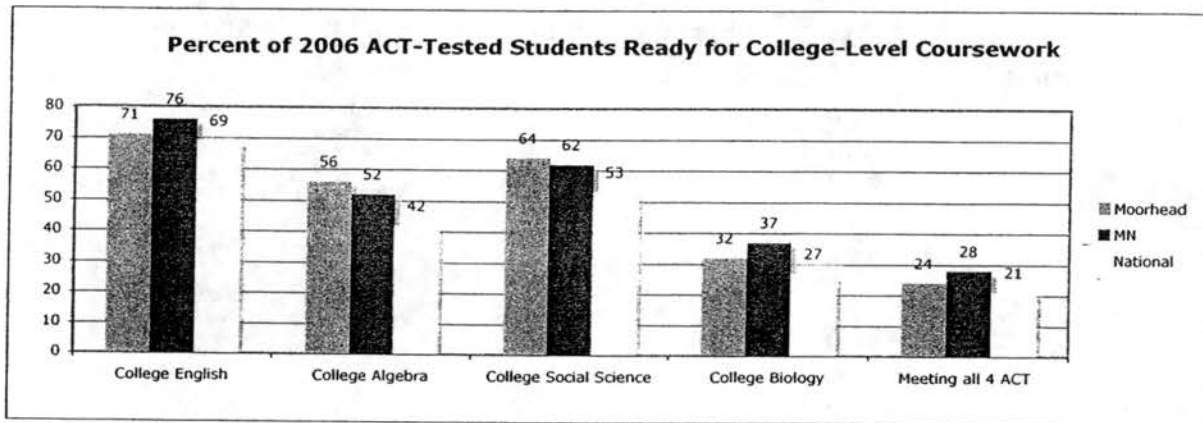
Extremely well qualified	5
Well qualified	4
Qualified	3
Possibly qualified	2
No recommendation	1

Moorhead High School

		<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
I. ACT Scores - Core Curriculum						
English	Moorhead	21.6	22	21	21	21.2
	State	22	22	22.2	22.3	22.4
	National	21.4	21.4	21.5	21.5	21.6
Math	Moorhead	23.8	24	23.2	22.5	23.2
	State	22.9	22.7	22.8	22.9	22.9
	National	21.6	21.6	21.7	21.7	21.8
Reading	Moorhead	23.4	23.7	22.5	22.8	22.8
	State	23.2	23.2	23.3	23.3	23.3
	National	22.2	22.2	22.3	22.2	22.3
Science	Moorhead	23.2	23.5	22.5	22.4	22.4
	State	22.9	22.9	22.9	23	22.9
	National	21.7	21.7	21.7	21.8	21.7
Composite	Moorhead	23.1	23.4	22.4	22.3	22.5
	State	22.9	22.8	22.9	23	23
	National	21.8	21.8	21.9	21.9	22
ACT Scores - All Graduates						
English	Moorhead	21.3	21.1	20.1	20.4	20.6
	State	21.2	21.2	21.4	21.6	21.6
	National	20.2	20.3	20.4	20.4	20.5
Math	Moorhead	23.2	23	22.1	21.9	22.5
	State	22	21.8	22	22.1	22.1
	National	20.6	20.6	20.7	20.7	20.8
Reading	Moorhead	23	22.8	21.7	22.3	22.3
	State	22.5	22.4	22.6	22.7	22.6
	National	21.1	21.2	21.3	21.3	21.4
Science	Moorhead	23	22.7	21.8	21.9	22
	State	22.3	22.2	22.3	22.4	22.3
	National	20.8	20.8	20.9	20.9	20.9
Composite	Moorhead	22.8	22.5	21.6	21.7	22
	State	22.1	22	22.2	22.3	22.3
	National	20.8	20.8	20.9	20.9	21.1

Moorhead High School

2. Percent of ACT-Tested Students Ready for College-Level Coursework



5 Year Trends-Percent of Students Meeting College Readiness Benchmarks

		<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
English	Moorhead	76	77	68	71	71
	State	75	75	76	76	76
	National	67	67	68	57	69
Math	Moorhead	61	61	53	51	56
	State	51	49	51	53	52
	National	39	40	40	41	42
Reading	Moorhead	70	65	53	64	64
	State	63	61	61	61	62
	National	53	52	52	51	53
Science	Moorhead	37	37	33	30	32
	State	35	35	36	37	37
	National	26	26	26	26	27
Meeting all Four	Moorhead	31	30	25	20	24
	State	27	27	28	29	28
	National	20	20	21	21	21

Basic Skills Tests

Class of 2006

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Reading					
Passed	323	365	380	373	373
Percent Passed	76.00%	82.40%	88.79%	89.23%	94.43%
Not Passed	75	67	39	36	15
Percent Not Passed	17.64%	15.13%	9.12%	8.61%	3.80%
Not Yet Tested	25	10	5	2	3
Percent Not Yet Tested	5.88%	2.26%	1.17%	0.48%	0.76%
Exempt	2	1	4	7	4

Moorhead High School

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Mathematics					
Passed	321	363	361	359	361
Percent Passed	75.52%	81.95%	84.35%	85.89%	93.29%
Not Passed	79	72	61	45	21
Percent Not Passed	18.58%	16.26%	14.26%	10.77%	5.43%
Not Yet Tested	23	6	2	7	1
Percent Not Yet Tested	5.41%	1.36%	0.47%	1.67%	0.26%
Exempt	2	2	4	7	4

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Writing					
Passed			368	384	373
Percent Passed			85.98%	91.87%	93.96%
Not Passed			33	21	16
Percent Not Passed			7.71%	5.02%	4.03%
Not Yet Tested			23	6	4
Percent Not Yet Tested			5.37%	1.44%	1.01%
Exempt			4	7	4

Class of 2007

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Reading					
Passed			384	410	408
Percent Passed			83.12%	87.23%	89.67%
Not Passed			63	50	36
Percent Not Passed			13.64%	10.64%	7.92%
Not Yet Tested			11	8	7
Percent Not Yet Tested			2.38%	1.70%	1.54%
Exempt			4	2	4

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Mathematics					
Passed			360	384	394
Percent Passed			77.92%	81.70%	86.60%
Not Passed			91	72	52
Percent Not Passed			19.70%	15.32%	11.43%
Not Yet Tested			7	12	5
Percent Not Yet Tested			1.52%	2.55%	1.10%
Exempt			4	2	4

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Writing					
Passed				414	420
Percent Passed				88.09%	94.39%
Not Passed				26	18
Percent Not Passed				5.53%	4.05%
Not Yet Tested				28	3
Percent Not Yet Tested				5.96%	0.68%
Exempt				2	4

Moorhead High School

Class of 2008

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Reading					
Passed			343	368	387
Percent Passed			80.71%	84.40%	88.56%
Not Passed			75	61	41
Percent Not Passed			17.65%	13.99%	9.39%
Not Yet Tested			7	5	9
Percent Not Yet Tested			1.65%	1.15%	2.06%
Exempt			0	2	0

Mathematics	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Passed			329	344	367
Percent Passed			77.41%	78.90%	83.99%
Not Passed			94	82	63
Percent Not Passed			22.12%	18.81%	14.42%
Not Yet Tested			2	8	7
Percent Not Yet Tested			0.47%	1.83%	1.61%
Exempt			0	2	0

Class of 2009

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Reading					
Passed				328	331
Percent Passed				80.79%	79.76%
Not Passed				73	69
Percent Not Passed				17.98%	16.63%
Not Yet Tested				5	15
Percent Not Yet Tested				1.23%	3.62%

Mathematics	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Passed				297	309
Percent Passed				73.15%	74.46%
Not Passed				100	96
Percent Not Passed				24.63%	23.14%
Not Yet Tested				9	10
Percent Not Yet Tested				2.22%	2.41%

Grade Distribution by Ethnicity

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
American Indian					
A	41	28	42	37	29
B	74	53	56	42	49
C	64	57	59	39	54
D	32	45	41	22	39
	16.07%	12.50%	18.00%	22.29%	13.68%
	29.01%	23.66%	24.00%	25.30%	23.12%
	25.09%	25.45%	25.00%	23.49%	25.48%
	12.54%	20.09%	17.00%	13.25%	18.40%

Moorhead High School

Asian	F	39 15.29%	38 16.96%	37 16.00%	22 13.25%	29 13.68%
	S	5 1.96%	3 1.34%	3 1.00%	1 0.60%	4 1.89%
	P				3 1.81%	8 3.78%
	A	124 45.09%	131 53.91%	164 60.00%	109 56.19%	131 64.54%
	B	86 31.27%	62 25.51%	63 23.00%	39 20.10%	40 19.71%
	C	46 16.73%	21 8.64%	21 8.00%	13 6.70%	17 8.38%
	D	13 4.73%	14 5.76%	11 4.00%	8 4.12%	7 3.45%
	F	2 0.73%	10 4.12%	11 4.00%	23 11.86%	2 0.99%
	S	4 1.45%	5 2.06%	2 1.00%	0 0.00%	3 1.48%
	P				1 0.52%	3 1.48%
Hispanic	I				1 0.52%	0 0.00%
	A	144 13.07%	129 14.46%	170 18.00%	197 21.79%	164 16.79%
	B	263 23.88%	234 26.23%	215 23.00%	208 23.01%	231 23.65%
	C	284 25.79%	217 24.33%	203 22.00%	184 20.35%	205 20.99%
	D	165 14.98%	153 17.15%	144 15.00%	128 14.16%	158 16.18%
	F	211 19.16%	123 13.79%	168 18.00%	151 16.70%	197 20.17%
	P	0 0.00%	0 0.00%	16 2.00%	19 2.10%	20 2.05%
	S	34 3.08%	36 4.04%	19 2.00%	3 0.33%	2 0.21%
	I				14 1.55%	0 0.00%
Black	A	91 20.92%	96 24.06%	94 25.00%	90 28.39%	70 25.65%
	B	123 28.28%	125 31.33%	106 28.00%	98 30.91%	71 26.01%

Moorhead High School

C	90 20.69%	90 22.56%	78 20.00%	67 21.14%	63 23.08%
D	56 12.87%	49 12.28%	44 12.00%	21 6.62%	30 10.99%
F	41 9.43%	25 6.27%	34 9.00%	27 8.52%	17 6.23%
S	34 7.82%	14 3.51%	20 5.00%	9 2.84%	5 1.84%
P				0 0.00%	13 4.77%
I				0 0.00%	4 1.47%

White

A	7481 41.05%	7312 41.06%	7331 41.00%	7078 48.03%	6581 45.56%
B	5628 30.89%	5455 30.64%	5291 30.00%	3933 26.69%	3796 26.28%
C	2943 16.15%	2989 16.79%	2879 16.00%	2099 14.24%	2141 14.83%
D	1197 6.57%	1250 7.02%	1231 7.00%	875 5.94%	1044 7.23%
F	737 4.04%	597 3.35%	716 4.00%	481 3.26%	628 4.35%
S	236 1.30%	203 1.14%	131 0.80%	24 0.16%	18 0.13%
P			93 0.60%	157 1.07%	179 1.24%
I			77 0.50%	90 0.61%	58 0.41%

Failure Rate	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
No Failures	77.42%	80.00%	71.52%	93.77%	77.00%
1 Failure	12.89%	9.21%	14.85%	5.02%	10.38%
2 Failures	5.17%	4.12%	7.30%	0.93%	4.58%
3 Failures	2.79%	2.36%	2.92%	0.19%	3.18%
4 Failures	1.19%	1.45%	2.01%	0.08%	2.32%
5 or More Failures	0.53%	2.85%	1.40%	0.01%	2.57%

Moorhead High School

6. Post Secondary Options

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Art	2	3	1	1	1
Business	5	0	2	1	1
Communications	2	4	4	0	0
Computer Science	4	1	0	6	2
Criminal Justice	2	3	0	0	1
Economics				2	4
English	50	30	24	27	17
Health	1	1	0	1	2
Industrial Technology	0	1	1	0	0
Mathematics	12	9	4	8	9
Music	2	2	7	4	4
Personal & Family Life	2	2	0	0	0
Physical Education	2	0	0	1	6
Psychology				2	5
Science	12	7	12	7	14
Social Science	18	23	18	5	8
Sociology				0	4
US History				5	4
World Language	18	14	14	10	6
Number of Student Participating	46/39	46/39	14/15	30	27
Number of Class Taken	132	132	94	81	112
Grade Received	A 52	48	50	44	56
	34.21%	48.00%	54.00%	54.20%	50.00%
	B 47	36	22	25	34
	30.92%	36.00%	23.00%	30.70%	30.40%
	C 22	10	13	2	10
	14.47%	10.00%	14.00%	2.40%	7.30%
	D 7	2	1	2	4
	4.61%	2.00%	1.00%	2.40%	3.60%
	F 7	1	4	5	5
	4.61%	1.00%	4.00%	6.20%	4.40%
	I 5	0	3	0	0
	3.29%		3.00%		
	W 12	3	1	0	3
	7.89%	3.00%	1.00%		2.60%

Moorhead High School

7. Advanced Placement (AP) Examinations

Participation and Results	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Number of Students Tested	178	162	148	163	221
Number of Tests Taken	276	263	256	239	363
Percentage Scoring 3, 4, or 5	63%	73%	70%	68%	70%
Number of students tested by subject					
Biology	12	3	13	8	18
Calculus AB	24	29	27	17	22
Calculus BC	1	0	0	8	5
Chemistry	0	8	7	0	13
Economics-Macro	0	1	11	13	14
Economics-Micro	17	32	36	19	40
Eng Lang/Comp	2	3	3	3	15
Eng Lit/Comp	50	29	18	13	36
European History	0	1	22	20	34
Gov/Pol Comp	0	17	10	10	11
Gov/Pol US	10	31	32	16	31
Music Theory	9	0	0	0	1
Psychology	82	54	48	65	63
US History	64	54	27	47	59



Moorhead Area Public Schools

*High School
Building
Data*

2001-02 through 2005-06

Moorhead Area Public Schools Building Definitions

Teaching Staff

The number reflects the number of teaching staff at the end of the year. The information is disaggregated by degrees and years experience. The data is provided by the Human Resources Office and the Staff Automated Report (STAR).

* 2005-2006 School year reflected a change in salary lane change from a quarter to a semester basis. In making this change, there was a need to list equivalent salary lanes to avoid confusion. The conversion chart lists the salary lane under the old quarter system to its equivalent salary lane under the new semester system:

BA	Equals	BA
BA+15	Equals	BA+10
BA+30	Equals	BA+20
BA+45	Equals	BA+30
BA+60	Equals	BA+40
BA+75	Equals	BA+50
BA+90	Equals	BA+60
BA+105	Equals	BA+70
MA	Equals	MA
MA+15	Equals	MA+10
MA+30	Equals	MA+20
MA+45	Equals	MA+30

Heat and Electricity per square foot

The number reflects the cost of heating and electricity for the building. The cost per square foot of the building is obtained by dividing by the total cost by the total square footage. The information is provided from the maintenance office.

Moorhead High School

Teaching Staff	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	[*] <u>2005-06</u>
BA	19	23	19	20	11
BA+10					16
BA+15	7	8	10	16	
BA+20					3
BA+30	7	5	6	2	13
BA+40					
BA+45	9	9	6	7	
BA+50					
BA+60	2	2	1	0	
BA+70					3
BA+75	1	1	0	0	
BA+90	0	0	0	0	
BA+105	4	3	3	3	
MA	9	11	14	14	14
MA+10					10
MA+15	6	8	11	12	
MA+20					8
MA+30	5	3	6	6	35
MA+45	30	30	28	29	
0 to 5 years	49	55	55	30	30
6 to 10 years	22	29	32	26	19
11 to 20 years	23	31	28	42	46
More than 20 years	13	17	17	11	18
Average Years Experience	9 years	9.5 years	9.4 years	11 years	13 years

**Electricity and Heat Cost
Comparisons per square foot**

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Square Foot	259,002	259,002	259,002	361,797	361,797
Cost for Electricity	\$154,560	\$159,200	\$148,938	\$199,833	\$214,624
Cost per square foot	\$0.60	\$0.61	\$0.57	\$0.55	\$0.59
Square Foot	259,002	259,002	259,002	361,797	361,797
Cost for Heat	\$140,390	\$144,600	\$163,976	\$244,776	\$431,225
Cost per square foot	\$0.54	\$0.56	\$0.63	\$0.68	\$1.19



Moorhead Area Public Schools

*Horizon Middle School
and Red River Area
Learning Center*

*Demographic
Data*

2004-05 through 2005-06

Horizon Middle School and Red River Area Learning Center Demographic Definitions

1. Attendance Rate

The number represents the proportion of days that students were in attendance throughout the year. The formula for attendance rate is the Average Daily Attendance (ADA) divided by the Average Daily Membership (ADM).

2. Average Daily Attendance (ADA)

The Average Daily Attendance (ADA) is the average student attendance over the year.

3. Average Daily Membership (ADM)

The ADM is the average number of students enrolled over the course of the year. Average Daily Membership (ADM) is calculated based on the year-end data reported by the school district through the Minnesota Automated Reporting Student System (MARSS).

4. Detention

A teacher, principal, or designee may keep a student after school for correction of a violation, including tardiness to class. The information is collected from the principal in each school.

5. English Language Learners (ELL)

The data reflects the number of children who are English Language Learners (ELL) or who are Limited English Proficient (LEP), including immigrant children and youth. The program is also known as English as a Second Language (ESL).

6. Enrollment as of October 1

The number reflects the actual count of students enrolled on October 1 of the school year.

7. Ethnicity

The number of students and percentage of students listed by federal ethnic group categories as of October 1.

8. Extra Curricular Activities

The data provides information on male and female participation in middle school activities. The data is gathered by the activities office.

9. Free and Reduced Lunch Program (FRP)

The data includes the number of students who are receiving free and reduced lunch. The proportion of students approved for free and reduced lunch will be reflected in the number.

10. Home Language

The number is self reported as the language primarily used at home. Data will include the number of students and the home language.

11. Mobility

The number is given as it relates to those students who transferred from the building during the school year and number of students who entered the building during the school year. This data includes transfers within the district, those within the state and transfers from another state. The mobility will not reflect changes occurring from one school year to the next year based on natural progression from one building to the next. The information is collected through MARSS.

12. Special Education Status

The number of resident students in the district receiving special services listed by primary disability as of December 1. The number does not include out-of-district students receiving special education services in Moorhead. The information is collected through the Learner Support Services Office and MARSS.

13. Student to Computer Ratio

The average number of students per computer in the school. The information is provided by the technology department.

14. Student Discipline Reports:

Alcohol

The possession, use or being under the influence of any alcoholic product while on the school grounds or at school-sponsored activities. The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Physical Assaults/Fighting

Characterized by a violent aggressive behavior by two or more individuals with the intent of inflicting physical harm upon one another and differentiated from "poking, pushing, shoving or scuffling". The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Other Drug Use

This refers to the possession, sale, distribution, or use of any controlled substances as defined in Minnesota Statute 152.02 while on the school grounds or at school-sponsored activities.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Tobacco

The use or possession of any type of tobacco product, chewing, holding a lighted tobacco product, or exhaling smoke from the mouth or nose on school property or at school-sponsored activities.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

Vandalism (Willful Damage of School Property or of the Property of Others):

"Willful Damage" is the intentional cutting, defacing, or damage of any property, real or personal belonging to the school district, or to any individual within the school setting

Weapons

A "weapon" means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self injury including, but not limited to, any firearm, whether loaded or unloaded; air guns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; numchucks; throwing stars; explosives; fireworks, mace and other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.

Weapons can also be any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or nonfunctional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon.

Articles designed for other purposes (lasers or laser pointers, belts, combs, pencils, files, scissors, etc.) to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

15. Suspensions

Out of school suspension is an action taken by the school administration prohibiting a pupil from attending school for a period of time no more than ten consecutive schools days.

The information is collected from the principal in each school and the Discipline Incident Reporting Summary from the Minnesota Department of Education.

16. Suspension-Bus

An action taken by the administration in a school to prohibit a student from riding the bus for a time period. The information is collected from the principal in each school.

17. Unexcused Absences

The numbers are collected from the student management reporting system, PowerSchool.

The following are examples of absences which will not be excused:

- 1) Truancy. An absence by a student that was not approved by the parent and/or the school district.
- 2) Any absence in which the student failed to comply with any reporting requirements of the school district's attendance procedures.
- 3) Work at home, including babysitting or running errands.
- 4) Work at a business, except under a school-sponsored work release program.
- 5) Absences resulting from cumulated unexcused tardies (3 tardies equal one unexcused absence).
- 6) Missing the bus, car trouble, oversleeping need for extra sleep, hair appointments, shopping, visiting friends, job interview, not returning to school following noon hour, leaving school ill without checking out with the health office, falsifying notes or explanations for absence, etc.

Horizon Middle School and Red River Area Learning Center

	<i>Horizon Middle</i>		<i>RRALC</i>	
	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
1. Attendance Rate	95.74%	95.2%		82.1%
2. Average Daily Attendance (ADA)	1168	1112		71
3. Average Daily Membership (ADM)	1220	1168	95	87
4. Detention	3419	2361		
5. English Language Learners	117	110	74	69
6. Enrollment as of October 1				
Grade 6	419	353	3	0
Grade 7	437	418	1	0
Grade 8	395	422	3	0
Grade 9	0	0	16	13
Grade 10	0	0	28	16
Grade 11	0	0	8	17
Grade 12	0	0	12	15
Total	1251	1193	71	61
7. Ethnicity	<u>Oct. 04</u>	<u>Oct. 05</u>	<u>Oct. 04</u>	<u>Oct. 05</u>
Native American	41 3.28%	43 3.5%	22 30.99%	16 26.2%
Asian	18 1.44%	19 3.5%	1 1.41%	1 1.6%
Hispanic	103 8.23%	99 8.2%	13 18.31%	19 31.1%
Black	26 2.08%	26 2.1%	2 2.82%	2 3.3%
White	1063 84.97%	1025 84.6%	33 46.48%	23 37.7%
Percent Minority	15.03%	15.4%	53.52%	62.3%
8. Extra Curricular Activities	<u>M</u> <u>F</u>	<u>M</u> <u>F</u>		
Basketball	73 83	105 74		
Cross Country	13 15			
Football	111 00	114 00		
Golf	37 07	49 06		
Gymnastics	00 12	00 18		
Tennis	08 31	00 33		
Track	47 60	72 61		
Volleyball	00 107	00 124		
Wrestling	12 00	23 00		

Horizon Middle School and Red River Area Learning Center

	<i>Horizon Middle</i>		<i>RRALC</i>	
9. Free and Reduced Lunch Program	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
Free	301	284	49	75
Reduced	55	77	5	8
% of Free & Reduced	28%	30%	71%	72%
10. Home Language	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
American Sign Language (ASL)	1	1	0	0
Albanian	3	2	0	4
Arabic	4	3	0	2
Cambodian	0	3	0	0
Chinese	1	0	0	0
Chippewa	0	2	0	0
Dakotah	3	0	1	3
English	1145	1079	112	273
Hawaiian	1	1	0	0
Hindi	2	2	0	0
Japanese	0	1	0	0
Korean	1	2	0	0
Kurdish	33	32	4	10
Laotian	0	0	0	2
Nepali	0	1	0	0
Russian	1	1	1	2
Serbo-Croatian	8	9	2	4
Somali	1	2	0	1
Spanish	95	86	28	68
Swahili	2	1	0	2
Vietnamese	5	5	0	1
11. Mobility	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
Transfers Into Building	113	115	51	50
Transfers Out of Building	75	52	77	81
12. Special Education Status	<u>Dec. 04</u>	<u>Dec. 05</u>	<u>Dec. 04</u>	<u>Dec. 05</u>
Speech/Language Impaired	25	24	6	3
DCD Moderate	8	11	1	0
DCD Severe	6	2	0	0
Physically Impaired	8	6	3	1
Deaf/Hard of Hearing	8	6	2	0
Visual Impairment	2	0	0	0
Specific Learning Disability	73	65	40	8
Behavioral Disorders	28	26	16	6
Deaf-Blind	0	0	0	0
Other Health Impaired	51	57	24	3
Autistic	8	10	1	0
Traumatic Brain Injury Disabled	2	2	0	0
Severely Multiple Impaired	0	3	0	0
Total Disabilities Served	219	211	93	21

Horizon Middle School and Red River Area Learning Center

	<i>Horizon Middle</i>		<i>RRALC</i>	
	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
13. Student to Computer Ratio	3 to 1	3 to 1	2 to 1	2 to 1
14. Student Discipline Reports				
Alcohol	1	0	0	1
Disruptive/Insubordination	15	28	7	16
Harassment	2	0	3	3
Other Drug Use	4	6	0	4
Physical Assaults/Fighting	53	41	3	10
Theft	5	7	1	1
Threat/Intimidation	0	0	0	4
Tobacco	1	4	0	1
Vandalism	0	0	1	1
Weapons	3	6	0	0
15. Suspensions	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
1/2 Day	0	0		
1 Day	53	65	8	37
2 Days	47	23		
3 Days	35	23		
4 Days	5	11		
5 Days	5	8		
10 Days	0	0		
In School	258	35		
16. Suspensions-Bus	6	0		
17. Unexcused Absences	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
0 Unexcused Absences	792 65.51%	823 70.9%	85 87.63%	74 60.16%
1 to 5 Unexcused Absences	321 26.55%	240 20.7%	12 12.37%	9 7.32%
6 to 10 Unexcused Absences	59 4.88%	57 4.9%	0	15 12.20%
11 to 15 Unexcused Absences	25 2.07%	15 1.3%	0	9 7.32%
16 to 20 Unexcused Absences	7 0.58%	11 1.0%	0	3 2.44%
21 or More Unexcused Absences	5 0.41%	15 1.3%	0	13 10.57%



Moorhead Area Public Schools

*Horizon Middle School
and Red River Area
Learning Center*

*Achievement
Data*

2004-05 through 2005-06

Horizon Middle School and Red River Area Learning Center Achievement Data Definitions

1. Retention in Grade

Retention of students is an option for students at any grade level who, after intensive interventions, are performing below expectations for the grade level. The decision to retain is made with teacher, parent and administrative recommendation. The information is provided by the principal.

2. Grade Distribution by Ethnicity

The report is generated from the student data management system (PowerSchool) at the end of the year. The data provides information regarding the grades of all students broken into ethnicity categories.

3. Failure Rate

The data is generated from the student data management system (PowerSchool) to provide the number of failures. The information is disaggregated into the number of trimester courses failed.

Horizon Middle School and Red River Area Learning Center 2004-2005

		<i>Horizon Middle</i>		<i>RRALC</i>	
1. Retention in Grade		2004-05	2005-06	2004-05	2005-06
Grade 6		2	0		
Grade 7		1	0		
Grade 8		0	0		
Total		3	0		
2. Grade Distribution					
by Ethnicity		2004-05	2005-06	2004-05	2005-06
American Indian					
A		158 21.79%	201 26.9%	62 54.39%	72 23.0%
B		215 29.66%	147 19.7%	136 32.85%	106 33.9%
C		137 18.90%	172 23.0%	114 27.54%	72 23.0%
D		80 11.03%	139 18.6%	44 10.63%	38 12.2%
F		127 17.52%	73 9.8%	40 9.66%	4 1.3%
S		8 1.10%	16 2.2%	2 0.48%	1 0.4%
P		0	0	16 3.86%	20 6.4%
Asian					
A		246 65.95%	297 64.71%	0	14 35.9%
B		69 18.50%	82 17.87%	0	17 43.6%
C		32 8.58%	47 10.24%	0	2 5.2%
D		17 4.56%	23 5.01%	0	3 7.7%
F		7 1.88%	9 1.96%	0	0
S		2 0.54%	1 0.22%	0	0
Hispanic					
A		440 25.21%	498 26.5%	83 22.62%	130 21.2%
B		461 26.42%	541 28.7%	114 31.06%	255 41.6%
C		374 21.43%	402 21.4%	73 19.89%	108 17.7%
D		221 12.66%	246 13.1%	44 11.99%	64 10.5%

Horizon Middle School and Red River Area Learning Center 2004-2005

Black	F	229 13.12%	127 6.8%	31 8.45%	14 2.3%
	S	20 1.15%	16 9.0%	8 2.18%	2 0.4%
	P		55 3.0%	16 4.36%	40 6.6%
	A	123 25.10%	188 30.1%	3 9.09%	20 14.7%
	B	165 33.67%	141 22.6%	14 42.42%	44 32.4%
	C	110 22.45%	141 22.6%	11 33.33%	28 20.6%
	D	65 13.27%	82 13.2%	2 6.06%	18 13.3%
	F	27 5.51%	58 9.3%	1 3.03%	18 13.3%
	S	0 0.00%	1 0.2%	1 3.03%	0
	P		14 2.3%	1 3.03%	8 5.9%
White	A	11147 50.03%	13290 56.0%	109 23.34%	97 18.1%
	B	5903 26.49%	5588 23.6%	176 37.69%	222 41.4%
	C	2877 12.91%	2806 11.9%	76 16.27%	109 20.3%
	D	1298 5.83%	1225 5.2%	36 14.78%	50 9.4%
	F	977 4.39%	548 2.3%	25 5.35%	4 0.8%
	S	78 0.35%	121 0.5%	1 0.21%	1 0.2%
	P	0	150 0.7%	44 9.42%	54 10.1%

5. Failure Rate
(Number of trimester
courses failed)

	<u>T1</u>	<u>T2</u>	<u>T3</u>
No Failures	1054	999	985
1 Failure	80	108	123
2 Failures	58	40	45
3 Failures	31	35	25
4 Failures	26	32	17
5 or More Failures	6	18	14

RRALC

<u>T1</u>	<u>T2</u>	<u>T3</u>
103	68	19
9	25	9
3	11	4
1	1	1
1	3	0
0	1	0



Moorhead Area Public Schools

*Horizon Middle School
and Red River Area
Learning Center*

*Building
Data*

2004-05 through 2005-06

Moorhead Area Public Schools Building Definitions

Teaching Staff

The number reflects the number of teaching staff at the end of the year. The information is disaggregated by degrees and years experience. The data is provided by the Human Resources Office and the Staff Automated Report (STAR).

* 2005-2006 School year reflected a change in salary lane change from a quarter to a semester basis. In making this change, there was a need to list equivalent salary lanes to avoid confusion. The conversion chart lists the salary lane under the old quarter system to its equivalent salary lane under the new semester system:

BA	Equals	BA
BA+15	Equals	BA+10
BA+30	Equals	BA+20
BA+45	Equals	BA+30
BA+60	Equals	BA+40
BA+75	Equals	BA+50
BA+90	Equals	BA+60
BA+105	Equals	BA+70
MA	Equals	MA
MA+15	Equals	MA+10
MA+30	Equals	MA+20
MA+45	Equals	MA+30

Heat and Electricity per square foot

The number reflects the cost of heating and electricity for the building. The cost per square foot of the building is obtained by dividing by the total cost by the total square footage. The information is provided from the maintenance office.

Horizon Middle School and Red River Area Learning Center

Teaching Staff	<i>Horizon Middle</i>		<i>RRALC</i>	
	<u>2004-05</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2005-06</u>
BA	7	10	0	3
BA+10		3		3
BA+15	6		4	
BA+20		2		1
BA+30	3	11	2	2
BA+40				
BA+45	11		2	
BA+50		1		
BA+60	0		0	
BA+70		7		
BA+75	1		0	
BA+90	1		0	
BA+105	7		0	
MA	5	5	0	
MA+10		9		1
MA+15	10		1	
MA+20		8		
MA+30	8	32	0	1
MA+45	31		1	
0 to 5 years	19	20	2	1
6 to 10 years	25	23	1	0
11 to 20 years	30	37	5	5
More than 20 years	16	9	2	5
Average Years Experience	13 years	11 years	13 years	22 years
Electricity and Heat Cost Comparisons per square foot				
	<u>2004-05</u>	<u>2005-06</u>		
Square Foot	238,000	238,000		
Cost for Electricity	\$227,952	\$280,560		
Cost per square foot	\$0.96	\$1.18		
Square Foot	238,000	238,000		
Cost for Heat	\$180,565	\$210,854		
Cost per square foot	\$0.76	\$0.89		

INDEPENDENT SCHOOL DISTRICT #152

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

February 12, 2007

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. "We Are Proud"

***** We Are Proud** of the following winners of the Grade Level Spelling Bees held in January:

5th Grade Spelling Bee: Forrest Leitch

6th Grade Spelling Bee: Tyla Dahl-Monroe

7th Grade Spelling Bee: Alita Taylor

S-M9-BOS
12 Feb 2007

SCHOOL BOARD AGENDA - February 12, 2007

PAGE 2

8th Grade Spelling Bee: Darian Hansen

The Spelling Bee coordinator is Lois Brown.

***** We Are Proud** of the following winners of the District Spelling Bee held February 1:

1st Place: Adam Anderson, Grade 7

2nd Place: Darian Hansen, Grade 8

3rd Place: Emily Kari, Grade 6

4th Place: Eunhae Park, Grade 8

5th Place: Minh Tran, Grade 6

These students will advance to the Region IV Forum Communications/Lakes Country Service Cooperative Spelling Bee on February 22 in Fergus Falls. Lois Brown is the Spelling Bee coordinator.

***** We Are Proud** of Louis Sand, grade 8, for winning the Horizon Middle School School Geography Bee held January 16, 2007. Jordan Oberlander, grade 8, took second, and Lukas Gemar, grade 8, took third. Sand has taken a written test to determine if he qualifies for the State Geographic Bee in St. Paul. Beth Thorpe and Lois Brown are the Geography Bee coordinators.

- 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 School 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 School 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, School Board member inquiries on consent agenda items are to be made directly to the district administration prior to the time of the meeting.

SCHOOL BOARD AGENDA - February 12, 2007

PAGE 3

- A. TEACHING/LEARNING MATTERS - Kovash
 - (1) Acceptance of Grants - Page 9
 - (2) Approval of Agreement - Pages 10-14
 - (3) Acceptance of Gifts - Page 15

- B. BUSINESS SERVICE MATTERS - Weston
 - (1) Approval of Collection of NSF Checks - Page 16
 - (2) Approval of Advertisement of Bids - Page 17

- C. HUMAN RESOURCE MATTERS - Nielsen
 - (1) Approval of Military Leave - Page 18
 - (2) Approval of Family/Medical Leave - Page 19
 - (3) Approval of Resignations - Page 20
 - (4) Approval of Change in Contract - Page 21
 - (5) Approval of Early Retirement - Page 22
 - (6) Approval of New Employees - Pages 23

- D. SUPERINTENDENT MATTERS - Nybladh
 - (1) Approval of January 8 and January 22, 2007 Regular Meeting Minutes - Pages 24-33
 - (2) Approval of February 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 School 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.)

"Unpacking the Standards in the Moorhead Elementary Schools" - Kovash

Page 34

SCHOOL BOARD AGENDA - February 12, 2007

PAGE 4

4. **APPROVAL OF POLICY:** Nybladh

Pages 35-36

Suggested Resolution: Move to approve the policy, Human Rights Committee (235), as presented.

Moved by _____ Seconded by _____

Comments _____

5. **APPROVAL OF POLICY:** Kovash

Pages 37-38

Suggested Resolution: Move to approve the policy, Public Right to Know/Release of Information (303), as presented.

Moved by _____ Seconded by _____

Comments _____

6. **APPROVAL OF POLICY:** Nybladh

Pages 39-41

Suggested Resolution: Move to approve the policy, Policies Incorporated by Reference for Employees/Personnel (499), as presented.

Moved by _____ Seconded by _____

Comments _____

7. **APPROVAL OF POLICY:** Kovash

Pages 42-43

Suggested Resolution: Move to approve the policy, Student Withdrawal/Dropout (517), as presented.

Moved by _____ Seconded by _____

Comments _____

SCHOOL BOARD AGENDA - February 12, 2007

PAGE 5

8. **APPROVAL OF POLICY:** Kovash

Pages 44-45

Suggested Resolution: Move to approve the policy, Do Not Resuscitate/Do Not Intubate Orders (DNR/DNI) (533), as presented.

Moved by _____ Seconded by _____

Comments _____

9. **APPROVAL OF POLICY:** Kovash

Pages 46-47

Suggested Resolution: Move to approve the policy, Crisis Intervention and Student Support (553), as presented.

Moved by _____ Seconded by _____

Comments _____

10. **APPROVAL OF POLICY:** Kovash

Pages 48-50

Suggested Resolution: Move to approve the policy, Hazing Prohibition (571), as presented.

Moved by _____ Seconded by _____

Comments _____

11. **APPROVAL OF POLICY:** Nybladh

Pages 51-52

Suggested Resolution: Move to approve the policy, Policies Incorporated by Reference for Students (599), as presented.

Moved by _____ Seconded by _____

Comments _____

SCHOOL BOARD AGENDA - February 12, 2007

PAGE 6

12. **APPROVAL OF POLICY:** Weston

Pages 53-54

Suggested Resolution: Move to approve the policy, Use of All School Equipment and Materials for Instructional Purposes Off School Premises (732), as presented.

Moved by _____ Seconded by _____

Comments _____

13. **APPROVAL OF POLICY:** Weston

Pages 55-58

Suggested Resolution: Move to approve the policy, Disposition of Obsolete Equipment and Material (833), as presented.

Moved by _____ Seconded by _____

Comments _____

14. **COMMITTEE REPORTS**

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

16. **ADJOURNMENT**

SCHOOL BOARD AGENDA - February 12, 2007**PAGE 7****CALENDAR OF EVENTS**

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Ellen Hopkins Schl PTAC	February 13	6:30 pm	Media Center
Com Ed Advisory Council	February 13	7 pm	PCE
Gr 8 Valentine's Concert (Band, Choir, Orchestra)	February 13	7:30 pm	Cafetorium
Health/Safety/Wellness Com	February 15	9:30 am	PCE
Presidents' Day/No School	February 19		
K-12 Professional Development Before or After School	February 21		
Interagency Early Interv Com	February 21	12 pm	FSC
Horizon Play	February 22-24		
RRALC P/T Family Night	February 26	5-7 pm	RRALC
School Board	February 26	7 pm	PCE
K-12 P/T Conferences	February 26	5-8:30 pm	
Grade 6 Band Concert	February 26	6 pm	Cafetorium
Grade 7 Band Concert	February 26	7 pm	Cafetorium
Kindergarten Conf (day)/No Kindergarten	February 27		
K-12 P/T Confs	February 27	5-8:30 pm	
Kind P/T Conf (day)/No Kind	February 28		
Activities Council	February 27	7 am	MHS Conf Rm
Technology Committee	February 27	3:45 pm	PCE
Early Childhood Screening	February 27-28		PCE
Clay County Joint Powers Com	March 1	7 am	City Hall
K-12 No School	March 1		
K-5 Parent /Teacher Confs	March 1	8-11 am, 12-4 pm	
Early Childhood Screening	March 1-2		PCE
Teacher Comp Day/No School	March 2		
MHS PTAC	March 5	7 pm	Conf Rm
Robert Asp School PTAC	March 5	6:30 pm	Media Center
S.G. Reinertsen School PTAC	March 5	7 pm	Media Center
Continuing Education Com	March 6	3:30 pm	PCE

SCHOOL BOARD AGENDA - February 12, 2007**PAGE 8****CALENDAR OF EVENTS**

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Ellen Hopkins School PTAC	March 6	6:30-8 pm	Media Center
K-12 Professional Development (Before and After School)	March 7		
HMS End of Second Trimester	March 7		
Indian Education Parent Com	March 7	5 pm	PCE
Instr and Curr Adv Com	March 8	7 am	PCE
Supt's Advisory Council	March 8	7 pm	PCE
Horizon Middle School PTAC	March 8	7 pm	Media Center
Early Childhood Advisory Com	March 8	7 pm	PCE
School Board	March 12	7 pm	PCE
TEAELS Testing Window	March 12-16		
Township Election Day (No schl activities may be scheduled from 6-8 pm)	March 13		
Health/Safety/Wellness Com	March 15	9:30 am	PCE



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.096

TO: Dr. Larry Nybladh

FROM: Lynne Kovash *LK*

DATE: February 1, 2007

RE: Grant Acceptance

The Moorhead Area Education Foundation has approved the following grants:

1. Wendy Paulson and Kim Koeck –Learner Support Services at Reinertsen
Sensory Integration in the Classroom
Award Amount \$300.00
2. Bonnie Stafford – Moorhead High School – 10th Grade Social Studies
Risk Strategy Games
Award Amount \$200.00
3. Maribeth Plankers – Moorhead High School
Social Communication Skills Program
Award Amount \$500.00


SUGGESTED RESOLUTION: Move to approve the grants awarded by Moorhead Area Education Foundation as presented above to Wendy Paulson and Kim Koeck for \$300, Bonnie Stafford for \$200 and Maribeth Plankers for \$500.

LAK/kmr



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.079

TO: Dr. Larry Nybladh
FROM: Lynne Kovash 
DATE: January 22, 2007
RE: University of North Dakota Affiliation Agreement

Attached is an agreement with the University of North Dakota for the 2006-2008 school years for the Moorhead Area Public School District to serve as a field experience center for students enrolled in the Teacher Education Curriculum. Moorhead Area Public School Policy 921 supports the agreement with universities and colleges to provide field experience for pre-service teachers.

Moorhead Area Public Schools would provide students of the University an opportunity to work cooperatively in a teacher-learning situation with a teacher certified by the state of Minnesota.

SUGGESTED RESOLUTION: Move to approve the Affiliation Agreement with the University of North Dakota for the two year span of 2006-2008.

LAK/kmr
Attachment

AFFILIATION AGREEMENT

This Agreement is made by and between the College of Education and Human Development of the **University of North Dakota**, Grand Forks, North Dakota, hereinafter referred to as the "University," and **Moorhead Public School District**, Clay County, Moorhead, MN hereinafter referred to as the "School".

WHEREAS, the State of North Dakota, doing business as the University of North Dakota, is currently conducting Teacher Education Curriculum within the University and desires to obtain field experience for students enrolled in the curriculum; and

WHEREAS, the School is committed to the professional education and training of education students and is willing to assist in their education by providing opportunities to complete a field experience.

NOW THEREFORE, the University and School agree as follows:

I. THE UNIVERSITY AGREES:

- 1.1 To be responsible for meeting program accreditation requirements.
- 1.2 To provide a field-based instruction manual to the School and students that outlines standards of performance and guidelines for the teaching experience.
- 1.3 To inform students of the confidential nature of all School records.
- 1.4 To assign a contact person who will serve as a liaison between the School and the University.
- 1.5 To inform the students that they must adhere to the administrative policies and procedures of the School.
- 1.6 In the case of student teaching, to pay a stipend to the school in an amount agreed upon by both parties. No extra amounts will be paid for conferences or other activities that demand the time of cooperating teacher in carrying out his or her obligation as a cooperating teacher. No stipends are paid for field experiences.

II. THE SCHOOL AGREES:

- 2.1 To provide students of the University an opportunity to work cooperatively in a teacher-learning situation with a teacher certified by the state in which the School is located.
- 2.2 To supervise and instruct the students during the experience.
- 2.3 To conduct student performance evaluations as directed by the University.

- 2.4 To notify the University immediately if a student is not performing satisfactorily. The School will follow any oral notice made under this paragraph with a written memorandum.
- 2.5 To orient students to the School and its policies, procedures, rules, and regulations applicable to their conduct while in the School.
- 2.6 To supply the University with copies of any policies or procedures with which the students will be expected to comply.

III. THE UNIVERSITY AND THE SCHOOL AGREE:

- 3.1 That the number of students placed in the School, the duration, and the timing of the experience shall be mutually agreed upon.
- 3.2 To collaborate in identifying specific experience objectives, the student assignments, and learning activities for each student placed in the School.
- 3.3 That the School may exclude from participation any student: whose performance or behavior is determined to be detrimental to the School's students; who fails to comply with proper channels of communications and/or with established School policies and procedures; or whose performance or behavior is otherwise unsatisfactory, including but not limited to any student who is unable to maintain compatible working relationships with the School's employees, or whose health status may prevent required attendance and student's successful completion of the field experience.

IV. LIABILITY

- 4.1 Each party shall be responsible for claims, losses, damages, and expenses which may arise out of negligent or wrongful acts or omissions of that party or its agents or employees, acting within the scope of their duties in the performance of this Agreement.
- 4.2 The liability of the University is as provided in chapter 32-12.2 of the North Dakota Century Code and subject to the limitations contained therein. The liability of the School is as provided under the laws of the state in which the School is located.
- 4.3 Nothing herein shall preclude with party from asserting against third parties any defenses to liability it may have under applicable law or be construed to create a basis for a claim or suit when none would otherwise exist.

V. TERM AND TERMINATION OF AGREEMENT

- 5.1 This Agreement shall be effective beginning September 1, 2006 and shall continue through July 30, 2008.
- 5.2 Either party may terminate this Agreement on thirty (30) days' notice. In the event of termination under this section, any student currently placed at the School for a field experience will be allowed to finish that field experience unless 3.3 applies.

VI. NONDISCRIMINATION

The University and the School agree to comply with all applicable laws, rules, regulations, and policies, including, but not limited to, those relating to nondiscrimination, accessibility, and civil rights.

VII. NOTICES

All notices or other communications purporting to exercise or otherwise affect rights and duties under this Agreement shall be given by registered or certified mail, addressed to the parties as indicated below, and are complete on the date mailed.

UNIVERSITY:

Barbara Combs, Ph.D.
University of North Dakota
College of Education & Human Development
231 Centennial Drive, Stop 7189
Grand Forks, ND 58202-7189

SCHOOL:

Moorhead Public School District
2410 14th Street S.
Moorhead, MN 56560

VIII. MODIFICATION

This Agreement may not be waived, altered, modified, supplemented, or amended in any manner except by written agreement signed by both parties.

IX. SEVERABILITY

If any term or provision of this Agreement is declared by a court having jurisdiction to be illegal or unenforceable, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties are to be construed and enforced as if the contract did not contain that term or provision.

X. MERGER

This Agreement constitutes the entire agreement between the parties. There are no understanding, agreements, or representations, oral or written, not specified within this Agreement.

XI. WAIVER

The failure of either party to exercise any of its rights under this Agreement for a breach thereof shall not be deemed to be a waiver of such rights, and no waiver by either party, whether written or oral, expressed or implied, of any rights under, or arising from, the Agreement shall be binding on any subsequent occasion; and no concession by either party shall be treated as an implied modification of the Agreement unless specifically agreed in writing.

XII. INDEPENDENT CONTRACTORS

The parties are independent contractors and neither shall act as an agent for the other party, nor shall either party be deemed to be an employee of the other party for any purpose whatsoever. Neither of the parties shall have any obligations on the other party's behalf, nor commit the other party in any manner whatsoever without the other party's expressed prior written consent. Any promotional business representation by either party of the other shall be approved in advance.

XIII. HEADINGS

Paragraph headings are for quick reference and convenience only and do not alter, amend, or otherwise affect the terms and conditions set out herein.

APPROVED FOR:

By:

(Authorized Signature)

Title:

Date:

APPROVED FOR:

UNIVERSITY OF NORTH DAKOTA

By: Barbara E. Combs

(Authorized Signature)

Title: Associate DeanDate: 1-16-07



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.085

TO: Dr. Larry Nybladh

FROM: Lynne Kovash *LK*

DATE: January 31, 2007

RE: Donation

Moorhead Area Public Schools has received the following donations for the Community Education Summer Youth Directory:

\$1,000 from Scheels
\$500 from MSUM – Continuing Studies
\$500 from Concordia

SUGGESTED RESOLUTION: Move to accept the donations as presented and direct administration to send a thank you card.

LAK/kmr



Department of Business Services
Moorhead Area Public Schools

Memo B.07.023

TO: Dr. Larry P. Nybladh, Superintendent

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

DATE: February 5, 2007

RE: NSF Checks

Request permission to write off the following NSF checks and submit them to the Red River Collection Agency.

On the General Account:

Ramelle Day	\$60.00
Pamela Hesteness	\$25.00
Mark Gackle	\$20.00
Mark Gackle	\$20.00
Mark Gackle	\$20.00
Total	\$145.00

On the Activity Account:

Pamela Hesteness	\$25.00
Mark Gackle	\$72.00
Mark Gackle	\$168.00
Kara Carpenter	\$42.00
Trever Laidlaw	\$10.00
Total	\$317.00

Suggested Resolution: Move to approve collection of NSF checks as listed above.

MLW:ne



Department of Business Services
Moorhead Area Public Schools

Memo B.07.022

TO: Dr. Larry P. Nybladh, Superintendent

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

DATE: February 5, 2007

RE: Advertisement of Bids for Robert Asp Roof Repair

As has been discussed over the past several months, the school district is going to have to go out for bids on the repair and replacement of the roof at Robert Asp Elementary school. Foss Architecture who has assisted the school district for over twenty five years in the replacement and repair of its roof systems, has been asked to assist in the project. At this time I am seeking permission to advertise for bids relating to the repair and replacement of those roof areas at Robert Asp Elementary as deemed necessary by Foss Architecture.

Suggested Resolution: Move to approve the advertising of bids for the repair and replacement of the Robert Asp Elementary roof as appropriate.

MLW:mde



Department of Human Resources
Moorhead Area Public Schools

Memo HR.07.072

TO: Dr. Larry Nybladh, Superintendent
FROM: Ron Nelson, Director of Human Resources
DATE: February 5, 2007
RE: Military Leave

The administration requests Military Leave for the following person:

Kathleen Shasky Paraprofessional, High School to begin on February 3, 2007 through
February 17, 2007.

SUGGESTED RESOLUTION: Move to approve the Military Leave for Kathleen Shasky as presented.



Department of Human Resources
Moorhead Area Public Schools

Memo HR.07.069

TO: Dr. Larry Nybladh, Superintendent
FROM: Ron Niglasch, Director of Human Resources
DATE: February 5, 2007
RE: Family/Medical Leave

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

Jennifer Engkjer	Science Teacher, High School to begin approximately May 2, 2007 for the remainder of the 2006-2007 school year.
Susan Bryant	Learner Support Services Teacher, S.G. Reinertsen Elementary, to begin January 29, 2007 for six weeks.
Beth Thorpe	Social Studies Teacher, Horizon Middle School to begin on February 15, 2007 for six weeks.

SUGGESTED RESOLUTION: Move to approve the Family/Medical Leave for Jennifer Engkjer, Susan Bryant and Beth Thorpe pursuant to Section IV, Article 38 of the Teachers' Master Agreement.



Department of Human Resources
Moorhead Area Public Schools

Memo HR.07.067

TO: Dr. Larry Nybladh, Superintendent

FROM: Ron Nielsen, Director of Human Resources

DATE: February 5, 2007

RE: Resignation

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

Julie Hestera	Food & Nutrition Server, Horizon Middle School, effective February 2, 2007.
Cheryl Biegler	Paraprofessional, S.G.Reinertsen Elementary, effective February 23, 2007.
Mark Weston	Assistant Superintendent of Business, effective December 31, 2007.

SUGGESTED RESOLUTION: Move to approve the resignation of Julie Hestera, Cheryl Biegler and Mark Weston as presented.



Department of Human Resources
Moorhead Area Public Schools

Memo HR.07.068

TO: Dr. Larry Nybladh, Superintendent
FROM: Ron Nielsen, Director of Human Resources
DATE: Change in Contract
RE: February 5, 2007

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

Patricia Frahm Paraprofessional, High School, to Paraprofessional, West Central Juvenile Center effective February 5, 2007.

SUGGESTED RESOLUTION: Move to approve the change in contract for Patricia Frahm as presented.



Department of Human Resources
Moorhead Area Public Schools

Memo HR.07.070

TO: Dr. Larry Nybladh, Superintendent

FROM: Ron Nybladh, Director of Human Resources

DATE: February 5, 2007

RE: Early Retirement

The administration request Early Retirement for the following person:

Nancy Evans Accounts Payable, Probstfield Center for Education, effective September 28, 2007.

SUGGESTED RESOLUTION: Move to approve Early Retirement for Nancy Evans as presented.



Department of Human Resources
Moorhead Area Public Schools

Memo **HR.07.071**

TO: Dr. Larry Nybladh, Superintendent

FROM: Ron Nielsen, Director of Human Resources

DATE: February 5, 2007

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.

Bayan Amedy	Lunchroom Supervisor, Horizon Middle School, 2 hours per day, \$8.22 per hour, effective January 18, 2007. (Replaces Gloria Vega)
Jenny Lancon	Lunchroom Supervisor, Horizon Middle School, 2 hours per day, \$8.22 per hour, effective January 23, 2007. (Replaces Amy Van Horn)
Barbara Haman	Paraprofessional, S.G. Reinertsen Elementary, 2.5 hours per day, \$12.65 per hour, effective February 2, 2007. (Replaces Judy Wiebesick)
Darlene Gronbeck	Food & Nutrition Server, Hopkins Elementary, 2.75 hours per day, \$8.22 per hour, effective January 10, 2007. (Replaces Stephany Smith)

SUGGESTED RESOLUTION: Move to approve the employment of Bayan Amedy, Jenny Lancon, Barbara Haman and Darlene Gronbeck as presented.

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BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
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MEMBERS PRESENT: Karin Dulski, Lisa Erickson, Cindy Fagerlie, Carol 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 corrected.

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

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: None.

CONSENT AGENDA: Fagerlie moved, seconded by Siggerud, to approve the following items on the Consent Agenda:

Contract Renewal - Approve the renewal contract with Lakeland Mental Health and Clay County Social Services to continue mental health services to students and their families as part of the Clay County Outreach Treatment Program. The agreement covers the period January 1, 2007 to December 31, 2007 in the amount of \$728,656.

Gifts - Accept the donation from Target Stores of four beginner instruments with an approximate value of \$600. The beginner instruments include a violin and bow (Gibson/Baldwin - no serial number), a flute (Gibson/Baldwin serial number 84750105), a trumpet (Gibson/Baldwin serial number 32200105), and a clarinet (Gibson/Baldwin serial number 84572905) and will be used at Horizon Middle School as replacement or emergency instruments or for students who financially are unable to purchase or rent their own instruments.

Accept the donation of \$289 from the Microsoft Matching Gifts Program. Daniel Specht, an employee of Microsoft, volunteered 17 hours as a classroom volunteer and Microsoft matched the volunteer time. The donation will be used for classroom mathematics manipulatives.

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NSF Checks - Move the approve the collection of NSF checks as follows:

On the General account:

Sondra Gartner	\$20
Christine Willert	\$ 5
Christine Willert	\$13
Lisa Johnson	\$30
Donna Goehring	\$20
Pamella Quiggle	\$40
Bruce Vollmer	\$55
Lois Byland	\$13
Lois Byland	\$30
Trever Laidlaw	\$20
Total	\$246

On the Activity account:

Michelle Ohren	\$20
Steven Hilgers	\$12
Ashley Schwartz	\$20
Kimberly Keldsen	\$18
Trever Laidlaw	\$ 8
Brandt Wolf	\$24
Total	\$102

Extension of Other Leave

Gloria Crosby - Paraprofessional, High School, effective January 3, 2007 through April 4, 2007.
Previous request was granted only until December 22, 2006.

Resignations

William Otto - Bus driver, Transportation, effective December 19, 2006.
Stephany Smith - Food & Nutrition Server, Ellen Hopkins Elementary, effective December 11, 2006.

Termination

Aracely Moore - Paraprofessional, West Central Juvenile Detention Center, effective December 6, 2006.

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New Employees

Elizabeth Cruz - Paraprofessional, Ellen Hopkins Elementary, B21 (0-2) \$12.65 per hour, 6.5 hours per day, effective date January 3, 2007. (Replaces Erica Cantu)
Mary Ann Manning - Media Assistant, Ellen Hopkins Elementary, A12 (0-2) \$12.15 per hour, 4 hours per day, effective January 3, 2007. (Replaces Jeannie Morlock)
Ryan Lunser - Bus Driver, Transportation, \$11.77 per hour, 2 hours per day, effective December 13, 2006.
(Replaces Jeremy Truscinski)
JoAnn Spiering - Secretary, Red River Area Learning Center, B21 (0-2) \$12.98 per hour, 8 hours per day, effective January 3, 2007. (Replaces Ann Krier and Kim Melander)
Brad Hintermeyer - Girls Swimming Coach, High School, .070 Step 3, \$2510.00, for the 2006 -2007 season. (Replaces Danielle Templeton)
Ryan Hase - Application Systems Administrator, Probstfield Center for Education, B32 (7) \$18.79 per hour, 8 hours per day, effective January 8, 2007. (Replaces Dana Sande)
Terri Harrington - Food & Nutrition Server, Horizon Middle School, 2.75 hour per day, \$8.22 per hour, effective December 18, 2006. (Replaces Dianne Meader)
Donald Nissen - Lunchroom Supervisor, Robert Asp Elementary, 2.5 hours per day, \$8.22 per hour, effective December 19, 2006. (Replaces Brenda Rapske)
Jody Schwartz - Lunchroom Supervisor/Crossing Guard, Robert Asp Elementary, 5.5 hours per day, \$8.22 per hour, effective December 11, 2006. (Replaces Joyce Aaserud)
Lucas Cole - Lunchroom Supervisor, Horizon Middle School, 2 hours per day, \$8.22 per hour, effective December 4, 2006. (Replaces Elizabeth Vargas)

Minutes - Approve the December 11, 2006 regular meeting minutes as presented.

Claims - Approve the January Claims, subject to audit, in the amount of \$1,127,476.04.

General:	\$1,022,648.29
Food:	\$91,359.70
Community Service:	\$13,468.05
TOTAL	\$1,127,476.04

Motion carried 7-0.

ORGANIZATION OF THE SCHOOL BOARD:

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Election of Officers: Ladwig moved, seconded by Erickson, to nominate the following slate of officers for the one-year term (2007) on the Moorhead School Board and cast a unanimous ballot by acclamation:

Chairperson: Bill Tomhave
Vice Chair: Kristine Thompson
Clerk: Carol Ladwig
Treasurer: Karin Dulski

Motion carried 7-0.

Erickson thanked the School Board for their support while she served as chair of the Moorhead School Board and stated it was an honor to serve.

Erickson handed the gavel to Tomhave.

Tomhave thanked Erickson for her two years of service as chair of the Moorhead School Board.

Committee Assignments: Erickson moved, seconded Dulski, to approve the committee assignment for Chair Tomhave to serve on the Clay County Joint Powers Collaborative Governance Board and Lisa Erickson will serve as alternate. Motion carried 7-0.

SCHOOL BOARD/STAFF DIALOGUE

(This section is an effort on the part of the School 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.)

Compensatory Programs and ESL Program Accountability - Sarah King, Program Manager, presented information regarding compensatory programs and a recent state site review of the English as a Second Language (ESL) programs.

2006-2007 CALENDAR REVISIONS: Thompson moved, seconded by Ladwig, to accept the changes to the 2006-07 school calendar as presented. Motion carried 7-0.

APPROVAL OF POLICY: Fagerlie moved, seconded by Siggerud, to approve the policy, School Board Member Development (203), as presented. Motion carried 7-0.

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APPROVAL OF POLICY: Dulski moved, seconded by Thompson, to approve the policy, Out-of-State Travel by School Board Members (216), as presented. Motion carried 7-0.

APPROVAL OF POLICY: Siggerud moved, seconded by Ladwig, to approve the policy, Grievance Procedures for Equal Opportunity (402), as presented. Motion carried 7-0.

APPROVAL OF POLICY: Erickson moved, seconded by Dulski, to approve the policy, Employment Disability Nondiscrimination (404), as presented. Motion carried 7-0.

APPROVAL OF POLICY: Fagerlie moved, seconded by Siggerud, to approve the policy, Employment of Faculty and Staff (410), as presented. Motion carried 7-0.

APPROVAL OF POLICY: Thompson moved, seconded by Ladwig, to approve the policy, Veteran's Preference Hiring (411), as presented. Motion carried 7-0.

APPROVAL OF POLICY: Dulski moved, seconded by Erickson, to approve the policy, Employee License Status (412), as presented. Motion carried 7-0.

APPROVAL OF POLICY: Siggerud moved, seconded by Ladwig, to approve the policy, School District Evaluation of Personnel (470), as presented. Motion carried 7-0.

APPROVAL OF POLICY: Ladwig moved, seconded by Fagerlie, to approve the policy, Students in Homeless Situations (514), as presented. Motion carried 7-0.

APPROVAL OF POLICY: Dulski moved, seconded by Thompson, to approve the policy, Notification to Staff Regarding Placement of Students with Violent Behaviors (555), as presented. Motion carried 7-0.

APPROVAL OF POLICY: Fagerlie moved, seconded by Dulski, to approve the policy, Title I Policy Governing Parental Involvement (607), as presented. Motion carried 7-0.

APPROVAL OF POLICY: Thompson moved, seconded by Siggerud, to approve the policy, Public Solicitation in Moorhead Area Public Schools (906), as presented. Motion carried 7-0.

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APPROVAL OF POLICY: Ladwig moved, seconded by Dulski, to approve the policy, Relations Between Nonpublic Educational Organizations and Moorhead Area Public Schools (920), as presented. Motion carried 7-0.

APPROVAL OF MAJOR MAGNITUDE FIELD TRIP TO CHICAGO: Siggerud moved, seconded by Dulski, to approve the Major Magnitude Field Trip for the Moorhead High School Speech and Theatre Department to Chicago, Illinois from April 12-15, 2007. Motion carried 7-0.

SCHOOL BOARD WORK SESSION: Erickson moved, seconded by Dulski, to approve Monday, April 23, 2007 at 4 p.m. to conduct a School Board work session related to the strategic planning initiative. Motion carried 7-0.

BUILDING AND DISTRICT PROFILES: Kovash reviewed the draft Building and District Profiles for the five-year period from 2001-02 through 2005-06. The profiles are being released at this time due to the release of the Minnesota Comprehensive Assessment II (MCA-II) data in November. The 2006-07 profile date will be compiled in the beginning of the 2007-08 school year, as the MCA-II data is expected to be released in August 2007.

COMMITTEE REPORTS: Brief reports were heard related to the Horizon Middle School PTAC, Health/Safety/Wellness Committee and Joint Powers Committee meetings.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Tomhave requested School Board members to stay after the meeting to assist with coordinating transportation arrangements to the MSBA Annual Leadership Conference. Nybladh reported that MSBA Negotiation Seminars were being held in different locations and requested interested School Board members to contact Michelle with their travel information. Nybladh requested School Board members to contact Michelle with registration information for the January 26 Intergovernmental Retreat and noted he was soliciting questions for the Legislative Forum that should also be forwarded to Michelle.

ADJOURNMENT: Hearing no objections, the Chair adjourned the meeting at 8:15 p.m.

Carol Ladwig, Clerk

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

MEMBERS ABSENT: Lisa Erickson

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

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

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

WE ARE PROUD:

*** **We Are Proud** of Grace Lamb, a member of the Moorhead High School girls swimming team, for advancing to the state swim meet. She advanced following her second place finish in the 100 yard backstroke. She finished 21st in the event at state. Coaches are Pat Anderson and Jeff Schneider.

*** **We Are Proud** of members of the Moorhead High School boys and girls cross country teams for advancing to the state meet in Northfield. Team members who participated at state are Tyler Iverson, Jakob Lindaas, Hannah Stordahl, Kaylee Litch, Leah Hansen, Rachel Mjones, Amber Henne, Morgan Christian, Kelly Brammer, Brin Bailey (alternate) and Kim Hest (alternate). The girls cross country team placed second in the Section 8 competition and finished tenth at state. The cross country teams are coached by Tom Dooher, head coach, and Jeremy Blake, Jon Moe and Amy Miller, assistant coaches.

*** **We Are Proud** of Cross Country Coach Tom Dooher, who has been selected as the Boys Section 8AA Coach of the Year for the 2006 season.

*** **We Are Proud** of the Moorhead High volleyball team for winning the Section 8AAA championship for the third time in the past four years. The volleyball team finished the season with a record of 21-8-1. The team advanced to the state tournament for the second year in a row,

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but lost both the first and second round matches and failed to advance to the medal rounds.

Team members are Emily Bruggeman, Jenny Cerar, Leslie Eldred, Elise Hagen, Allysa Hammer, Ashley Wheeler, Katelyn Schwartzenberge, Jessie Bourcy, Kristen Hillrud, Andrea Burns, Kate Grogan, Amanda Maddux, Jeri Johnson, Kaitlyn Rogalla and Cassandra Hooten. The volleyball team is coached by Char Lien, Allyson Boe, Michele Johnson, and Amy Bjerke.

***** We Are Proud** of Moorhead School Board member Bill Tomhave for being selected as one of the Minnesota School Boards Association's 27 Ambassadors for Education. The Ambassadors make presentations about education in their communities. They were recognized at a luncheon during the 2007 MSBA Leadership Conference.

***** We Are Proud** of Moorhead School Board member Michael Siggerud who has been honored by the Minnesota School Boards Association with the Directors' Award for 2006-2007. The award recognizes those who complete 100 or more hours of attendance at MSBA and NSBA sponsored meetings and activities. Siggerud was recognized at the 2007 MSBA Leadership Conference on January 11, 2007.

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: None.

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

Gifts - Accept the following donations: Moorhead High School Music Department received a flute with an approximate value of \$150 from Mary Shimabukuro; Moorhead Community Education received \$3,300 from RDO to cover the cost of the staff breakfast and to provide support for printing the spring catalog; and Moorhead Community Education received \$500 from Cass County Electric for *Great Decisions* courses.

Family/Medical Leave

Kay Peterson - Physical Education Teacher, High School, to begin January 18, 2007 for approximately six weeks.

Susan Bryant - Learner Support Services Teacher, S. G. Reinertsen Elementary to begin on January 29, 2007 for approximately six weeks.

Kristi Hilton - Interpreter, S.G. Reinertsen Elementary, effective approximately April 2, 2007 for

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the remainder of the 2006-2007 school year.

Resignations

Lucas Cole - Lunchroom Supervisor, Horizon Middle School, effective January 5, 2007.

Amy Van Horn - Lunchroom Supervisor, Horizon Middle School, effective January 19, 2007.

Motion carried 6-0.

FIRST READING OF POLICIES: The School Board conducted a first review of the following policies: Human Rights Committee (235), Public Right to Know/Release of Information (303), Policies Incorporated by Reference for Employees/Personnel (499), Student Withdrawal/Dropout (517), Do Not Resuscitate/Do Not Intubate Orders (DNR/DNI) (533), Crisis Intervention and Student Support (553), Hazing Prohibition (571), Policies Incorporated by Reference for Students (599), Use of All School Equipment and Materials for Instructional Purposes Off School Premises (732), and Disposition of Obsolete Equipment and Materials (833).

BUILDING AND DISTRICT PROFILES: Fagerlie moved, seconded by Ladwig, to accept the Building and District Profiles for the 2001-02 through 2005-06 school years as presented and direct administration to share them with staff and public as appropriate. Motion carried 6-0.

COMMITTEE REPORTS: Brief reports were heard related to the Ellen Hopkins School PTAC and Elementary Parent FYI Night, Superintendent's Advisory Council, Health/Safety/Wellness Committee, Community Education Advisory Committee, MSBA Annual Leadership Conference, and Policy Review Committee meetings. Siggerud commended the Apollo Strings for their performance at the MSBA Leadership Conference and noted they received a standing ovation.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: School Board members were reminded of the January 26 Intergovernmental Retreat at the Moorhead Convention Center located at the Courtyard by Marriott.

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ADJOURNMENT: Hearing no objections, the Chair adjourned the meeting at 7:45 p.m.

Carol Ladwig, Clerk



Department of Teaching and Learning
Moorhead Area Public Schools

Memo TL.07.097

TO: Dr. Larry Nybladh
FROM: Lynne Kovash *LK*
DATE: February 6, 2007
RE: Dialogue "Unpacking the Standards and Developing Formative and Summative Assessments in the Moorhead Elementary Schools"

Kevin Kopperud and Anne Moyano along with staff members will present information to the board about the process of Unpacking Standards and Developing Formative and Summative Assessments. Staff members have been using the process this school year to align and determine standards at grade levels.


LAK/smw



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.064

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent 

DATE: February 5, 2007

RE: Approval of Policy

Attached please find the policy, Human Rights Committee (235).

Suggested Resolution: Move to approve the policy, Human Rights Committee (235), as presented.

LPN:mde
Attachment

Board Policies

Human Rights Committee

School Board Policy: 235

Section: 200 SCHOOL BOARD

Date Adopted: 2/24/2003

Date Revised:

Dates Reviewed:

I. PURPOSE

The purpose of this committee is to review and discuss multicultural, gender fair, disability sensitive concerns and issues and annually present a progress report related to the Moorhead Area Public Schools (ISD 152) Inclusive Education Plan for all learners to the Instruction and Curriculum Advisory Committee and to recommend appropriate revisions in the annual Moorhead Area Public Schools (ISD 152) Inclusive Educational Plan every six years.

II. GENERAL STATEMENT OF POLICY

A. Organization

The committee shall at a minimum consist of the following members: one (1) central office administrator; one (1) city-school liaison; one (1) home-school liaison; one (1) ESL educator; ~~three (3) students~~ one (1) middle school student; one (1) high school student; two (2) parents; two (2) non-licensed staff; one (1) board member; one (1) elementary principal; one (1) secondary principal; one (1) elementary teacher; one (1) ~~senior~~ high school teacher; one (1) ~~junior~~ high middle school teacher; one (1) Native American educator, and one (1) community representative. Efforts should be made to have this committee represent the diversity of the community.

B. Level of Authority

A recommending body to the district administration and Moorhead School Board through the Instruction and Curriculum Advisory Committee responsible to the Superintendent of Schools.

C. Communications

Each committee member will solicit input from the stakeholders they represent.

D. Schedule of Meetings

Meets quarterly on the dates identified at the initial meeting of the year which will be called by the Superintendent or designee.

Legal References:

Minnesota Statute 121A.03, Subd. 2 (Sexual, Religious and Racial Harassment and Violence Policy)
Minnesota Statute Chapter 363A (~~Minnesota~~ Human Rights Act)
Minnesota Statute 626.556 et seq. (Reporting of Maltreatment of Minors)
Minnesota Statute 609.341 (~~Criminal Offenses~~ Definitions)
42 U.S.C. 2000e et seq. (Title VII of the Civil Rights Act)

Cross References:


Moorhead School Board Policy 102: State and Federal Law Prohibiting Discrimination
Moorhead School Board Policy 231: Instruction and Curriculum Advisory Committee
Moorhead School Board Policy 501: Equal Educational Opportunity
Moorhead School Board Policy 502: Student Disability Nondiscrimination
Moorhead School Board Policy 503: Student Parental, Family and Marital Status Nondiscrimination
Moorhead School Board Policy 570: Prohibition of Harassment and Violence



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.065

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent 

DATE: February 5, 2007

RE: Approval of Policy

Attached please find the policy, Public Right to Know/Release of Information (303).

Suggested Resolution: Move to approve the policy, Public Right to Know/Release of Information (303), as presented.

LPN:mde
Attachment

Board Policies

Public Right to Know/Release of Information

School Board Policy: 303

Section: 300 DISTRICT ADMINISTRATION

Date Adopted: 12/1/1990

Date Revised: 8/26/2002

Dates Reviewed: 2/7/97
8/26/02

I. PURPOSE

The purpose of this policy is to direct interested parties to the policy on public and private personnel data and to outline the process on release of any information from the Moorhead Area Public School District.

II. GENERAL STATEMENT OF POLICY

A. The Moorhead Area Public School District will follow the Policy 414 - Employee Public and Private Personnel Data for the release of employee information.

B. The Moorhead Area Public School District will respond to requests for information in accordance with the Minnesota Government Data Practices Act.

III. PROCEDURES

~~4~~A. The school district has designated the following administrators to contact for information:

~~a~~1. Student Information - Assistant Superintendent of Teaching and Learning - 284-3310

~~b~~2. Financial Data - Assistant Superintendent of Business Services - 284-3370

~~e~~3. Employee Information - Director of Human Resources - 284-3355

~~d~~4. Overall Information - Superintendent - 284-3330

~~2~~B. Appointments to request information must be made with the designated administrator.

~~3~~C. All requests for information must be in writing and specific as to the information requested.

~~4~~D. The administrator will review requests with the requesting party to ensure accuracy of the data request.

~~5~~E. Information will be provided in as timely a manner as possible.

~~6~~F. Costs associated with data searches and copying costs may be charged to requesting parties.

~~7~~G. A summary of questions, the information sought and any discussions will be shared with the Superintendent.

Legal References:

Minnesota Statute Ch. 13 (Minnesota Government Data Practices Act)

Minnesota Statute 122A.20, Subd. 2 (Mandatory Reporting)

Cross Reference:

Moorhead School Board Policy 414: Employee Public and Private Personnel Data

Moorhead School Board Policy 504: Protection and Privacy of Student Records



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.066

TO: School Board

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

DATE: February 5, 2007

RE: Approval of Policy

Attached please find the policy, Policies Incorporated by Reference for Employees/Personnel (499).

Suggested Resolution: Move to approve the policy, Policies Incorporated by Reference for Employees/Personnel (499), as presented.

LPN:mde
Attachment

Board Policies

Policies Incorporated by Reference for Employees/Personnel

School Board Policy: 499

Section: 400 EMPLOYEE/PERSONNEL

Date Adopted: 10/13/2003

Date Revised: 6/12/2006

Dates Reviewed: 5/9/2005
6/12/2006

I. PURPOSE

Certain policies as contained in this policy reference manual are applicable to employees as well as to students. In order to avoid undue duplication, Moorhead Area Public Schools provides notice by this section of the application and incorporation by reference of the following policies found in other sections of this manual which apply to employees:

Moorhead School Board Policy 102: State and Federal Law Prohibiting Discrimination
Moorhead School Board Policy 103: Philosophy of Education of Moorhead Area Public Schools
Moorhead School Board Policy 104: Mission Statement
Moorhead School Board Policy 221: School Board Policy Development, Adoption, Implementation, and Review
Moorhead School Board Policy 501: Equal Educational Opportunity
Moorhead School Board Policy 504: Protection and Privacy of Student Records
Moorhead School Board Policy 531: Communicable Disease Control and Infectious Conditions
Moorhead School Board Policy 532: Medication
Moorhead School Board Policy 533: Do Not Resuscitate/Do Not Intubate Orders (DNR/DNI)
Moorhead School Board Policy 534: Mandated Reporting of Child Neglect or Physical or Sexual Abuse
Moorhead School Board Policy 535: Maltreatment of Vulnerable Adults
Moorhead School Board Policy 536: Wellness
Moorhead School Board Policy 540: Student Activities
Moorhead School Board Policy 544: Activities Fund Raising
Moorhead School Board Policy 552: Corporal Punishment
Moorhead School Board Policy 553: Crisis Intervention and Student Support
Moorhead School Board Policy 555: Notification to Staff Regarding Placement of Students with Violent Behaviors
Moorhead School Board Policy 570: Prohibition of Harassment and Violence
Moorhead School Board Policy 571: Hazing Prohibition
Moorhead School Board Policy 572: Drug-Free Workplace/Drug-Free School
Moorhead School Board Policy 573: Tobacco-Free Environment
Moorhead School Board Policy 576: Moorhead Area Public School District Weapons Policy
Moorhead School Board Policy 630: School Year Calendar
Moorhead School Board Policy 632: Field Trips
Moorhead School Board Policy 702: Equal Access to Moorhead Area Public Schools Facilities
Moorhead School Board Policy 710: School District Crisis Management
Moorhead School Board Policy 711: Severe Weather Related School Closings
Moorhead School Board Policy 712: Safety and Security Technology
Moorhead School Board Policy 722: School District Owned Vehicle Reservation
Moorhead School Board Policy 730: School District Copyright Policy
Moorhead School Board Policy 731: Moorhead Area Public Schools ~~Information~~ Electronic Network Acceptable Use and Safety
Moorhead School Board Policy 732: Use of All School Equipment and Materials for Instructional Purposes Off School Premises
Moorhead School Board Policy 822: Payroll Employment
Moorhead School Board Policy 823: Cashing Checks Out of Cash Deposits
Moorhead School Board Policy 824: Reimbursement for Travel, Professional Meetings and Conferences
Moorhead School Board Policy 832: Complimentary Athletic Season Passes/Single Event Passes
Moorhead School Board Policy 833: Disposition of Obsolete Equipment and Material
Moorhead School Board Policy 906: Public Solicitation in Moorhead Area Public Schools
Moorhead School Board Policy 907: Rewards

Employees are charged with notice that the above cited policies are also applicable to employees; however, employees are also on notice that the provisions of the various policies speak for themselves and may be applicable although not specifically listed above.



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.067

TO: School Board

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

DATE: February 5, 2007

RE: Approval of Policy

Attached please find the policy, Student Withdrawal/Dropout (517).

Suggested Resolution: Move to approve the policy, Student Withdrawal/Dropout (517), as presented.

LPN:mde
Attachment

Board Policies

Student Withdrawal/Dropout

School Board Policy: 517

Section: 500 STUDENTS

Date Adopted: 8/26/1980

Date Revised: 4/28/2003

Dates Reviewed: 11/23/1987

5/12/1992

12/8/1997

4/28/2003

I. PURPOSE

The Moorhead School Board recognizes that the understanding and designing of school curriculum to meet the needs of potential dropouts is part of its mission to provide education for all students.

II. GENERAL STATEMENT OF POLICY

A. The Moorhead High School counseling staff, Moorhead High School administration and ~~A~~alternative Pprogram directors shall review issues regarding potential dropouts and make efforts to find ways to provide alternatives for students to continue their education and experience success.

B. Any student under the age of 16 must attend school under Minnesota's Compulsory Education requirements. If any student between 16 and 18 years old seeks to withdraw from school, the student, the student's parent and/or guardian should contact school personnel to discuss available educational opportunities and to sign a written election to withdraw from school, including the reason(s) for withdrawal.

C. The ~~Senior~~ Moorhead High School building ~~Principal~~ administrator shall ensure that students wishing to withdraw shall comply with statutes. Documentation, including signatures of parents and students who withdraw from school, shall be kept as part of the former student's file. Documentation of efforts to contact families shall be included in files when students and their families do not comply.

D. The Instruction and Curriculum Advisory (ICAC) Committee shall annually:

- (1) Review the number of dropouts of school-age students in the district and the reason for the dropout;
- (2) Review programs or courses of action to meet the needs of dropouts and potential dropouts.

Legal Reference:

Minnesota Statute 120A.422 (Compulsory Instruction)

Cross Reference:

Moorhead School Board Policy 515: School District Student Attendance



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.068

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent

DATE: February 5, 2007

RE: Approval of Policy

Attached please find the policy, Do Not Resuscitate/Do Not Intubate Orders (DNR/DNI) (533).

Suggested Resolution: Move to approve the policy, Do Not Resuscitate/Do Not Intubate Orders (DNR/DNI) (533), as presented.

LPN:mde
Attachment

Board Policies

Do Not Resuscitate/Do Not Intubate Orders (DNR/DNI)

School Board Policy: 533

Section: 500 STUDENTS

Date Adopted: 1/11/1994

Date Revised: 6/9/2003

Dates Reviewed: 1/11/1994

12/8/1997

6/9/2003

I. PURPOSE

Education is the primary mission of Moorhead Area Public Schools and Moorhead Area Public Schools has a responsibility to promote a healthful school environment for students. The parent/guardian has the primary responsibility for the maintenance of his/her child's health and medical care. Moorhead Area Public Schools recognizes that because of the complexity and severity of the medical conditions of some students, their parent/guardian may request school staff to withhold emergency care from the student in the event of a life-threatening situation. The purpose of this policy is to provide guidance to school district staff in any school activity on school property and parents or guardians in these situations.

II. GENERAL STATEMENT OF POLICY

A. Moorhead Area Public Schools recognizes that the Do Not Resuscitate/Do Not Intubate Orders (DNR/DNI) are medical documents.

~~AB.~~ Moorhead Area Public Schools staff will not accept or honor requests to withhold emergency care or DNR/DNI orders. The school district will not convey such orders to emergency medical personnel. DNR/DNI orders shall not be incorporated into a student's individual education plan or 504 plans.

~~BC.~~ School district staff will provide reasonable emergency care and assistance when a student is undergoing a medical emergency during school or school activities.

~~CD.~~ Moorhead Area Public Schools staff will activate emergency medical services (911) as soon as possible when a student is undergoing a medical emergency during school or school activities. Reasonable emergency care will not be withheld.

~~DE.~~ The parent/guardian will be notified of the emergency as soon as possible.

~~EF.~~ Notwithstanding this school district policy; IEP and Section 504 teams must develop individualized medical emergency care plans when indicated in keeping appropriate in accordance with state and federal law.

G. Parents/guardians who request that emergency care be withheld for their child or who present DNR/DNI orders shall be advised of the above stated and shall be provided a copy of this policy.

Legal References:

29 U.S.C. 794 et seq. (~~504~~ Rehabilitation Act of 1973, 504)

42 U.S.C. ~~A~~ 12101-12213 (Americans with Disabilities Act)

Cross Reference:


Moorhead School Board Policy 602: Special Education Programs



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.069

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent 

DATE: February 5, 2007

RE: Approval of Policy

Attached please find the policy, Crisis Intervention and Student Support (553).

Suggested Resolution: Move to approve the policy, Crisis Intervention and Student Support (553), as presented.

LPN:mde

Attachment

Board Policies

Crisis Intervention and Student Support

School Board Policy: 553

Section: 500 STUDENTS

Date Adopted: 1/8/1990

Date Revised: 4/28/2003

Dates Reviewed: 12/14/1998
4/28/2003

I. PURPOSE

A. The Moorhead Area Public School District recognizes that all learners may need support for at-risk issues and crisis situations. Crisis intervention and student support services is a proactive structure through which Moorhead Area Public Schools provides comprehensive education, prevention, intervention, postvention, and referral services to students.

B. The Moorhead Area Public School District acknowledges that staff members encounter students and personnel in crisis resulting from situations such as, but not limited to:

1. serious illness or death of a student, a close relative, or friend of student;
2. serious illness or death of a staff member;
3. suicide or other threats to a student's physical or psychological well-being;
4. harmful chemical involvement;
5. changes in composition of one's family for any reason; and
6. other tragedies that would traumatize school age children, youth and staff.

The psychological, emotional and educational impact of such crisis can be significant for the individual, family and school communities.

C. In accordance with Minnesota Statute 144.344 (~~Minnesota Health and Welfare Guidelines~~ Emergency Treatment) students will receive necessary treatment for life threatening physical or mental illness.

II. GENERAL STATEMENT OF POLICY

A. Moorhead students will have access to school-based professionals including licensed school teachers, counselors, nurses, social workers, and psychologists.

B. When appropriate, these professionals may extend these services to a student's family in order to best meet the needs of the student.

C. Student support services help maintain a safe learning environment and provide instruction, consultation, assessment, support and resources for students, their families and staff regarding crisis and at-risk issues.

D. Crisis Response Team Members will follow the Moorhead School District Crisis Emergency Procedures included in manuals at each building. Crisis Response Teams may include: Care Teams, Medical Emergency Teams and Security Teams.

Legal References:

Minnesota Statute 144.344 (~~Minnesota Health and Welfare Guidelines~~ Emergency Treatment)

Cross References:

Moorhead School Board Policy 234: District Care Team Committee


Moorhead School Board Policy 710: School District Crisis Management Policy



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.070

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent 

DATE: February 5, 2007

RE: Approval of Policy

Attached please find the policy, Hazing Prohibition (571).

Suggested Resolution: Move to approve the policy, Hazing Prohibition (571), as presented.

LPN:mde
Attachment

Board Policies

Hazing Prohibition

School Board Policy: 571

Section: 500 STUDENTS

Date Adopted: 2/9/1998

Date Revised: 6/9/2003

Dates Reviewed: 6/9/2003

I. PURPOSE

The purpose of this policy is to maintain a safe learning environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the Moorhead Area Public School District and are prohibited at all times.

II. GENERAL STATEMENT OF POLICY

A. No student, teacher, administrator, coach/advisor, volunteer, contractor or other employee of the school district shall plan, direct, encourage, aid or engage in hazing.

B. No teacher, administrator, coach/advisor, volunteer, contractor, or other employee of the school district shall permit, condone or tolerate hazing.

C. Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.

D. This policy applies to behavior that occurs on or off school property and during and after school hours.

E. A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.

F. The school district will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, coach/advisor, administrator, volunteer, contractor or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

A. "Hazing" means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other purpose. The term hazing includes, but is not limited to:

1. Any type of physical brutality such as whipping, beating, striking, branding, electronic shocking or placing a harmful substance on the body.

2. Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.

3. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.

4. Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame or humiliation, that adversely affects the mental health, or dignity of the student or discourages the student from remaining in school.

5. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of school district policies or regulations.

B. "Student organization" means a group, club or organization having students as its primary members or participants. It includes grade levels, classes, teams, activities or particular school events. A student organization does not have to be an official school organization to come within the terms of this definition.

IV. REPORTING PROCEDURE

A. Any person who believes he or she has been the victim of hazing or any person with knowledge or belief of conduct which may constitute hazing shall report the alleged acts immediately to an appropriate school district official designated by this policy.

B. The building ~~principal~~ administrator is the person responsible for receiving reports of hazing at the building level. Any person may report hazing directly to a school district human rights officer or to the ~~s~~Superintendent.

C. Teachers, administrators, coaches/advisors, volunteers, contractors and other employees of the school district shall be particularly alert to possible situations, circumstances or events which might include hazing. Any such person who received a report of, observes, or has other knowledge or belief of conduct which may constitute hazing shall inform the building ~~principal~~ administrator immediately.

D. Submission of a good faith complaint or report of hazing will not affect the complainant or reporter's future employment, grades or work assignments.

V. SCHOOL DISTRICT ACTION

A. Upon receipt of a complaint or report of hazing, the school district shall undertake or authorize an investigation by school district officials or a third party designated by the school district.

B. The Moorhead Area Public ~~s~~School ~~d~~District may take immediate steps, at its discretion, to protect the complainant, reporter, students, or others pending completion of an investigation of hazing.

C. Upon completion of the investigation, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination or discharge. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements, applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act, school district policies and regulations.

VI. REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who retaliates against any person who makes a good faith report of alleged hazing or against any person who testifies, assists, or participates in an investigation, or against any person who testifies, assists or participates in a proceeding or hearing relating to such hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

VII. DISSEMINATION OF POLICY

This policy shall appear in each school's student handbook and in each school's building and staff handbooks. The building ~~principal~~ administrator is responsible for developing a process for annually reviewing the handbook with students and staff.

Legal References:

Minnesota Statute 121A.69 (Hazing Policy)

Minnesota Statute 121A.40 to 121A.56 (Pupil Fair Dismissal Act)

Cross References:

Moorhead School Board Policy 541: Student Activity Eligibility

Moorhead School Board Policy 551: Student Discipline


Moorhead School Board Policy 570: Prohibition of Harassment and Violence



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.071

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent 

DATE: February 5, 2007

RE: Approval of Policy

Attached please find the policy, Policies Incorporated by Reference for Students (599).

Suggested Resolution: Move to approve the policy, Policies Incorporated by Reference for Students (599), as presented.

LPN:mde
Attachment

Board Policies

Policies Incorporated by Reference for Students

School Board Policy: 599

Section: 500 STUDENTS

Date Adopted: 10/13/2003

Date Revised: 6/12/2006

Dates Reviewed: 5/9/2005
6/12/2006

I. PURPOSE

Certain policies as contained in this policy reference manual are applicable to students as well as to employees. In order to avoid undue duplication, Moorhead Area Public Schools provides notice by this section of the application and incorporation by reference of the following policies found in other sections of this manual which all apply to students:

Moorhead School Board Policy 102: State and Federal Law Prohibiting Discrimination
Moorhead School Board Policy 103: Philosophy of Education of Moorhead Area Public Schools
Moorhead School Board Policy 104: Mission Statement
Moorhead School Board Policy 221: School Board Policy Development, Adoption, Implementation, and Review
Moorhead School Board Policy 303: Public Right to Know/Release of Information
Moorhead School Board Policy 420: Chemical Use and Abuse
Moorhead School Board Policy 536: Wellness
Moorhead School Board Policy 553: Crisis Intervention and Student Support
Moorhead School Board Policy 630: School Year Calendar
Moorhead School Board Policy 632: Field Trips
Moorhead School Board Policy 633: Patriotic Exercises
Moorhead School Board Policy 634: Religion
Moorhead School Board Policy 640: Moorhead Area Public Schools Graduation Policy
Moorhead School Board Policy 650: School District System Accountability
Moorhead School Board Policy 653: Credit for Learning of Minnesota Graduation Standards
Moorhead School Board Policy 656: Basic Skills Testing, Accommodations, Modifications, and Exemptions for Individualized Education Programs (IEPs), Section 504 Accommodations and Limited English Proficiency (LEP) Students
Moorhead School Board Policy 660: Moorhead Area Public School District State Mandated Testing Plan and Procedure
Moorhead School Board Policy 702: Equal Access to Moorhead Area Public Schools Facilities
Moorhead School Board Policy 711: Severe Weather Related School Closings
Moorhead School Board Policy 712: Safety and Security Technology
Moorhead School Board Policy 720: Student Transportation Eligibility Guidelines
Moorhead School Board Policy 721: Student Transportation Safety
Moorhead School Board Policy 731: Moorhead Area Public Schools Electronic Network Acceptable Use and Safety
Moorhead School Board Policy 831: Rental of District Musical Instruments
Moorhead School Board Policy 907: Rewards

Students are charged with notice that the above cited policies are also applicable to students; however, students are also on notice that the provisions of the various policies speak for themselves and may be applicable although not specifically listed above.



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.072

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent

DATE: February 5, 2007

RE: Approval of Policy

Attached please find the policy, Use of All School Equipment and Materials for Instructional Purposes Off School Premises (732).

Suggested Resolution: Move to approve the policy, Use of All School Equipment and Materials for Instructional Purposes Off School Premises (732), as presented.

LPN:mde
Attachment

Board Policies

Use of All School Equipment and Materials for Instructional Purposes Off School Premises

School Board Policy: 732

Section: 700 NON-INSTRUCTIONAL

Date Adopted: 4/10/1984

Date Revised: 6/9/2003

Dates Reviewed: 3/23/1993

5/11/1998

6/9/2003

I. PURPOSE

The purpose of this policy is to notify staff, students and outside organizations of the appropriate protocol relating to the use of school equipment and materials off school premises.

It may be necessary for ~~faculty staff, and~~ students and outside organizations to use school equipment and materials off the school premises, for instructional purposes not for recreational purposes or personal gain. Use of school equipment and materials will be limited to organizations affiliated with the Moorhead Area Public School District.

II. GENERAL STATEMENT OF POLICY

Each building level administrator, in consultation with appropriate staff, shall have the responsibility of developing a circulation policy for instructional materials that will encourage access to these materials by students and ~~faculty staff~~. It must be recognized that restrictions on ~~the out of the building off school premise~~ circulation of certain types of materials and equipment may be necessary. This would occur when their circulation would result in a violation of contractual or copyright agreements that the school district has entered into with other agencies (example: teacher's manuals, computer software, commercial video tapes).

Each borrower shall bear the responsibility for returning the equipment or materials in the same condition as when received. The school district shall be reimbursed by the borrower for the loss or damage to any school equipment or materials. This would include textbooks, library books, athletic equipment, music equipment, computers, audiovisual equipment, etc. The cost of the reimbursement shall be based on the amount of the original purchase price in the event of loss or damage beyond repair. When repair is possible, the reimbursement shall be set at the exact costs of repair or an amount agreed upon by the school administration.

Administrative Procedure Form 732.1 must be completed will be use for off-premise use of district equipment and materials.

Legal Reference:

Federal Copyright Law, Public Law 94-553

Cross References:

Moorhead School Board Policy 440: Employee Copyrights/Royalties

Moorhead School Board Policy 730: School District Copyright Policy


Moorhead School Board Policy 831: Rental of District Musical Instruments



Superintendent of Schools
Moorhead Area Public Schools

Memo S.07.073

TO: School Board

FROM: Dr. Larry P. Nybladh, Superintendent 

DATE: February 5, 2007

RE: Approval of Policy

Attached please find the policy, Disposition of Obsolete Equipment and Material (833).

Suggested Resolution: Move to approve the policy, Disposition of Obsolete Equipment and Material (833), as presented.

LPN:mde
Attachment

Board Policies

Disposition of Obsolete Equipment and Material

School Board Policy: 833

Section: 800 BUSINESS SERVICES

Date Adopted: 8/8/1978

Date Revised: 6/23/2003

Dates Reviewed: 3/27/1990

3/22/1994

5/11/1998

6/23/2003

I. PURPOSE

The purpose of this policy is to provide guidelines for the ~~s~~Superintendent to assist in timely disposition of obsolete equipment and material.

II. GENERAL STATEMENT OF POLICY

Effective use of school building space; and consideration for safety of personnel, ~~will~~ may at times require disposal of obsolete equipment and material.

III. DEFINITIONS

A. "Contract" means an agreement entered into by the Moorhead Area Public ~~s~~School ~~d~~District for the sale of supplies, materials or equipment.

B. "Official newspaper" is a regular issue of a qualified legal newspaper.

IV. MANNER OF DISPOSITION

A. Authorization.

The ~~s~~Superintendent shall be authorized to dispose of obsolete equipment and materials by selling it at a fair price consistent with the procedures outlined in this policy. Any sale exceeding the minimum amount for which bids are required must first be specifically authorized by the Moorhead ~~s~~School ~~b~~Board. The ~~s~~Superintendent shall be authorized to properly dispose of used books, materials and equipment deemed to have little or no value.

B. Contracts Over \$50,000 (~~\$35,000 for School Districts of Less Than 2,500 Population~~).

1. If the value of the equipment or materials is estimated to exceed \$50,000 (~~\$35,000 for school districts of less than 2,500 population~~), sealed bids shall be solicited by two weeks' published notice in the official newspaper. This notice shall state the time and place of receiving bids and contain a brief description of the subject matter. Additional publication in the official newspaper or elsewhere may be made as the ~~s~~School ~~b~~Board shall deem necessary.

2. The sale shall be awarded to the highest responsible bidder, be duly executed in writing, and be otherwise conditioned as required by law.

3. A record shall be kept of all bids, with names of bidders and amounts of bids, and an indication of the successful bid. A bid containing an alteration or erasure of any price contained in the bid which is used in determining the highest responsible bid shall be rejected unless the alteration or erasure is corrected by being crossed out and the correction printed in ink or typewritten adjacent thereto and initialed in ink by the person signing the bid.

4. In the case of identical high bids from two or more bidders, the ~~s~~School ~~b~~Board may, at its discretion, utilize negotiated procurement methods with the tied high bidders so long as the price paid does not go below the high tied bid price. In the case where only a single bid is received, the ~~s~~School ~~b~~Board may, at its discretion, negotiate a mutually agreeable contract with the bidder so long as the price paid does not fall below the original bid. If no satisfactory bid is received, the School ~~b~~Board may readvertise.

5. All bids obtained shall be kept on file for a period of at least one year after their receipt. Every contract made without compliance with the foregoing provisions shall be void.

6. Data submitted by a business to a school in response to a request for bids are private until opened. Once opened, the name of the bidder and the dollar amount specified become public; all other data are private until completion of the selection process, meaning the school has completed its evaluation and ranked the responses. After completion of the selection process, all data submitted by all bidders are public except trade secret data. If all responses are rejected prior to completion of the selection process, all data remain private, except the name of the bidder and the dollar amount specified which were made public at the bid opening for one year from the proposed opening date or until resolicitation results in completion of the selection process or until a determination is made to abandon the purchase, whichever occurs sooner, at which point the remaining data becomes public. Data created or maintained by the school district as part of the selection or evaluation process are protected as nonpublic data until completion of the selection or evaluation process. At that time, the data are public with the exception of trade secret data.

C. Contracts From \$10,000 to \$50,000 (~~\$35,000 for School Districts of Less Than 2,500 Population~~).

If the amount of the sale is estimated to exceed \$10,000 but not to exceed \$50,000, (~~\$35,000 for school districts of less than 2,500 population~~), the contract may be made either upon sealed bids in the manner directed above or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding notice. All quotations obtained shall be kept on file for a period of at least one year after receipt.

D. Contracts Less Than \$10,000

If the amount of the sale is estimated to be \$10,000 or less, the contract may be made either upon quotation or in the open market, ~~in~~ at the discretion of the ~~s~~School ~~b~~Board. The sale in the open market may be by auction. If the contract is made on quotation, it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after receipt.

E. Notice of Quotation

Notice of procedures to receive quotations shall be given by publication or other means as appropriate to provide reasonable notice to the public.

F. Sales to Employees

No officer or employee of the school district shall sell or procure for sale or possess or control for sale to any other officer or employee of the school district any property or materials owned by the school district unless the property and materials are not needed for public purposes and are sold to a school district employee after reasonable public notice, at public auction or by sealed response; where the An employee is the highest bidder and is cannot purchase items if he or she is directly involved in the auction or sale process. Reasonable notice shall include at least one week's published or posted notice. A school district employee may purchase no more than one motor vehicle from the school district in any 12-month period. This section shall not apply to the sale of property or materials acquired or produced by the school district for sale to the general public in the ordinary course of business. Nothing in this section shall prohibit an employee of the school district from selling or possessing for sale public property if the sale or possession for sale is in the ~~normal~~ ordinary course of business or the normal course of the employee's duties.

G. Exceptions for Surplus School Computers.

A school district may bypass the requirements for competitive bidding and is not subject to any other laws relating to school district contacts if it is disposing of surplus school computers and related equipment by conveying the property and title to:

1. another school district;
2. the state department of corrections;
3. the board of trustees of Minnesota State Colleges and Universities; or
4. the family of a student residing in the district whose total family income meets the federal definition of poverty.

Legal References:

Minnesota Statute 15.054 (Public Employees Not to Purchase Merchandise from Governmental Agencies; Exceptions; Penalty)

Minnesota Statute 123B.29 (Sale of School Building at Auction)

Minnesota Statute 123B.52 (Contracts)

Minnesota Statute 471.345 (Uniform Municipal Contracting Law)

Minnesota Statute 645.11 (Published Notice)

Minnesota Statute 13.591 (Business Data)