



INDEPENDENT SCHOOL DISTRICT 152

School Board Meeting
MAPS Operations Center Board Room 600
1330 30th Avenue South
Moorhead, Minnesota

November 16, 2020
6:00 PM

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

ATTENDANCE:

Cassidy Bjorklund, Chair	_____	Rachel Stone, Director	_____
Melissa Burgard, Vice Chair	_____	Matt Valan, Director	_____
Kara Gloe, Clerk	_____	Keith Vogt, Treasurer	_____
Scott Steffes, Director	_____	Dr. Brandon M. Lunak, Superintendent	_____

AGENDA

1. CALL TO ORDER

- A. Call to Order and Roll Call
- B. Pledge of Allegiance
- C. Preview of Agenda - Dr. Brandon M. Lunak, Superintendent
- D. Approval of Meeting Agenda

Moved by:

Seconded by:

Comments:

E. We Are Proud

This is the time during the meeting to recognize outstanding achievements of students, staff and community members.

We Are Proud of the girls swimming and diving team for winning the 2020 Section 8AA Swimming & Diving Championships.

The Moorhead SPUDS girls swimming and diving team defeated Buffalo by half a point at their final meet of the year in Elk River Oct. 23 and 24.

Team members include:

Jenna Brendemuhl, Mary Casey, Livia Deelstra, Abigail Ellingsberg, Anika Haberer, Courtney Haberer, Mikenna Harvala, Makayla Hegg, Arianna Hoff, Margaret Howe, Abbie Ishaug, Cassie Ishaug, Alyana Janke, LiLy Kjos, Isabella Myers, Elizabeth Noel, Kennedy Olson, Sydney Olson, Olivia Roaldson, Ava Rodgers, Brynn Saarion, Chantelle Schmidt, Sydney Skaurud, Katie Yarber.

First place winners: Alayna Janke in the 100yd Butterfly; Abbie Ishaug in the 100yd Breaststroke; and Arianna Hoff, Abbie Ishaug, Liv Deelstra and Ava Rodgers in the 400yd Freestyle Relay.

New school records: Abbie Ishaug in the 100yd Breaststroke; Margaret Howe, Abbie Ishaug, Alayna Janke and Ava Rodgers in the 200yd Medley Relay; Arianna Hoff, Abbie Ishaug, Livia Deelstra and Ava Rodgers in the 400yd Freestyle Relay.

The team is coached by Pat Anderson, Kyrsten Frey, Kebrah Dyer, Kara Schmitz-Olson, Jeff Schneider and Josh Starkweather.

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

(Citizens who wish to address a non-agenda item have the opportunity to speak by raising their hand and being recognized by the School Board chair. Speakers must state their name and will be limited to three minutes. Speakers must complete the sign-up form, which outlines the public input process, and submit it to the School Board secretary.)

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 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. **SUPERINTENDENT - Dr. Brandon Lunak**

- (1) November 2 2020, Regular Meeting Minutes and the November 13, 2020 Special Meeting Minutes

B. **LEARNING AND ACCOUNTABILITY - Dr. Jeremy Larson**

C. **HUMAN RESOURCES AND OPERATIONS - Kristin Dehmer**

- (1) November Claims
- (2) Family Medical Leave
- (3) Leave of Absence
- (4) Resignations
- (5) Retirement

(6) New Employees

D. LEARNER SUPPORT SERVICES - Duane Borgeson

E. COMMUNITY ENGAGEMENT AND PUBLIC RELATIONS - Brenda Richman

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

Moved by:

Seconded by:

Comments:

3. **FAMILY LITERACY LIAISON PRESENTATION: Dr. Jeremy Larson**

4. **DISTRICT PROFILES UPDATE: Dr. Jeremy Larson**

5. **LAND LEASE AGREEMENT WITH THE CITY OF MOORHEAD:
Kristin Dehmer**

Suggested Resolution: Move to approve the proposed land lease agreement with the City of Moorhead in the amount of \$11,935 for each year for a total amount of \$23,870 for the length of the contract as presented.

Moved by:

Seconded by:

Comments:

6. **RESOLUTION ACCEPTING DONATIONS: Kristin Dehmer**

Suggested Resolution: Move to accept \$30.75 donation as presented and direct administration to send a thank you.

Moved by:

Seconded by:

Comments:

7. **SCHEDULE SPECIAL MEETING TO REVIEW MAPS STRATEGIC PLAN, MSBA SCHOOL BOARD SELF-EVALUATION, AND FISCAL YEAR 2020 AUDIT REPORT: Dr. Brandon M. Lunak**

Suggested Resolution: Move to approve the Special School Board Meeting on Monday, December 14, 2020 at 3:00 p.m. at the MAPS Operations Board Room 600 to review the MAPS Strategic Plan, review the MSBA School Board Self-Evaluation and the Fiscal Year 2020 Audit Report.

Moved by:

Seconded by:

Comments:

8. **COMMITTEE REPORTS**

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

10. **ADJOURNMENT**

CALENDAR OF EVENTS

SCHOOL BOARD MEETING - November 16, 6:00 p.m., OPS Center Board Room 600
Safe and Healthy Learners Committee Meeting - November 17, 3:00 p.m. MAPS Operations
District Health Insurance Committee Meeting - November 19, 4 p.m. TBD
Red River ALC PTAC Meeting - November 19, 5 p.m. Vista Center for Education
Red River Family Fun Night - November 19, 5:30 p.m. Vista Center for Education
Early Childhood Family Education Advisory Committee - November 19, 6:30 p.m.
Probstfield Center for Education
Policy Review Committee - November 23, Virtual Meeting 4:30 p.m.



MOORHEAD
AREA PUBLIC SCHOOLS

Office of Superintendent
Memo S.21.82C

TO: School Board

FROM: Dr. Brandon M. Lunak

DATE: 11/9/2020

RE: November 2 2020, Regular Meeting Minutes and the November 13, 2020 Special Meeting Minutes

Attached please find the November 2, 2020, School Board Regular Meeting minutes and the November 13, 2020 Special Meeting Minutes for your review.

Suggested Resolution: Move to approve the November 2, 2020, Regular School Board Meeting minutes and November 13, 2020 Special Meeting Minutes as presented.

BL:dmb

ATTACHMENTS:

Description		Type
11.02.20 Regular Meeting Minutes		Cover Memo
11.13.20 Special Meeting Minutes		Cover Memo

**REGULAR MEETING
SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT 152
MAPS OPERATIONS CENTER
November 2, 2020**

CALL TO ORDER AND ROLL CALL: Vice-Chair Burgard called the meeting to order at 6:00 p.m., requested board member roll call, and led everyone in attendance with the Pledge of Allegiance.

Members present: Melissa Burgard, Scott Steffes, and Brandon Lunak

Members present remotely: Matt Valan-phone, Keith Vogt, Kara Gloe, and Cassidy Bjorklund

Member missing: Rachel Stone

PREVIEW OF AGENDA: Superintendent Lunak recommended approval of the agenda as revised. New Employees page 14 and the agenda items 4 and 5 would be moved down the agenda to accommodate a previous commitment of Mayor Jonathan Judd who would like to be part of the Agenda item 4 presentation.

APPROVAL OF AGENDA: Bjorklund moved, seconded by Steffes, to approve the agenda as revised.

Motion carried 6-0.

Roll Call vote: Bjorklund-yay, Burgard-yay, Steffes-yay, Valan-yay, Gloe -yay, and Vogt-yay.

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: (Citizens who wish to address a non-agenda item have the opportunity to speak by raising their hand and being recognized by the School Board chair. Speakers must state their name and will be limited to three minutes. Speakers must complete the sign-up form, which outlines the public input process, and submit it to the School Board secretary.)

Board Secretary Deb Becker said no “Request to Address the Board” forms were submitted online but Moorhead resident, Ms. Destiny Holliday of 2611 Country Club Parkway, Moorhead, would like to address the board when Agenda item #4; School Resource Officer Presentation is before the board.

CONSENT AGENDA: Steffes moved, seconded by Gloe to approve the Consent Agenda as follows: Minutes, Family Medical Leave, Change in Contract, Resignations, New Employees, an Affiliation Agreement with St. Catherine University.

Motion carried 6-0

Roll Call vote: Bjorklund-yay, Burgard-yay, Steffes-yay, Valan-yay, Gloe-yay, and Vogt-yay.

**REGULAR MEETING
SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT 152
MAPS OPERATIONS CENTER**

November 2, 2020

Page 2

CLIMATE AND CULTURE SPECIALIST UPDATE: Dr. Jeremy Larson introduced Culture and Climate specialists Stacie Gregoire from Horizon West and Isaac Lundberg from Horizon East to update the board on their efforts this year at Horizon Middle School. Both identified the successes and shout-outs to the entire Horizon Staff, learner support services, nurse's office team, new staff, the physical education, and music departments. They reported this year's challenges involving families, communication, student behavior, equitable discipline/academic outcomes, and COVID-managing hybrid learning. The plan moving forward campus-wide is to create and develop: staff recognition, newsletter, family engagement initiatives, a Culture and Climate Committee, Parent/Family Advisory Committee, and New Teacher Support. Each campus reviewed with the board separate objectives. Horizon West will initiate compassionate schools/trauma-informed professional development and expand activity opportunities. Horizon East will increase activity involvement and streamline interventions and services. Board discussion followed. The board thanked Stacie and Isaac for their work and continued development for a positive climate and culture at Horizon Middle School.

ENROLLMENT PROJECTIONS: Kristin Dehmer, executive director of human resources and operations presented the enrollment projections and actual November 1, 2020 enrollment. This data along with the historical information will be used for planning, facility, and staff determinations in the coming months.

The November 1, 2020 enrollment is 6,942 which is 239 students below the projection of 7,181 made in November 2019. The November 1, 2020 enrollment of 6,942 represents a decrease of 9 students over the actual enrollment of 6,951 on November 1, 2019. The projections indicate an average growth of .2% or 98.2 students per year for the next five years. Dehmer also gave a snapshot of grade-level enrollment highest to lowest. Board comments followed regarding homeschooling and the effects of covid on enrollment.

2020-2022 NON-ALIGNED PERSONNEL POLICY: Dehmer reviewed with the board the new two-year policy for the Non-aligned employees which was agreed upon for the period of July 1, 2020, through June 30, 2022. Language changes were made to Article II: Basic Salary, Article III: Insurance, Article IV: Leave Provisions and Vacations, and Article VI: Holidays.

**REGULAR MEETING
SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT 152
MAPS OPERATIONS CENTER**

November 2, 2020

Page 3

Steffes moved, seconded by Bjorklund to approve the 2020-2022 Personnel Policy for Non-aligned employees as presented with costs as followed:

Year:	Cost:	Percentage Increase
2020-2021	\$72,172	3.78%
2021-2022	\$74,167	3.75%
TOTAL:	\$146,340	7.53%

Motion carried 6-0

Roll Call vote: Bjorklund-yay, Burgard-yay, Steffes-yay, Valan-yay, Gloe-yay, and Vogt-yay.

COMMUNITY ENGAGEMENT AND PUBLIC RELATIONS: Brenda Richman, executive director of community engagement and public relations shared with the board the Communications and Public Relations 2020-2021 strategic plan and the progress the communication team has made on the plan to date including the current website and app work that is underway. Board discussion followed regarding the free subscription-based app, reaching families that do not have electronic devices, connecting to non-parent stakeholders, and the media contact statistics. The board thanked the team for the positive proactive approach to communications and the website improvements.

SCHOOL RESOURCE OFFICER (SRO) PRESENTATION: Dr. Brandon Lunak, Superintendent, introduced Moorhead Police Chief Shannon Monroe, Mayor Jonathan Judd, and Officer Deric Swenson. Chief Monroe and Officer Swenson's School Resource Officer presentation included SRO program history, SRO selection and training, community outreach and support, and the statistics from the Moorhead, MN Student SRO Survey.

Mayor Jonathan Judd addressed the importance and the need for the SRO program within the schools and the community. Citizen Destiny Holiday addressed the board to the positive influences of the School Resource Officers within Moorhead Area Public Schools and the need for this program within the schools.

Board discussion followed. Questions regarding the DARE program during the pandemic, possible need for additional SRO support within the elementary schools, ongoing training, citations, and the restorative justice program. The board thanked Police Chief Monroe, Officer

**REGULAR MEETING
SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT 152
MAPS OPERATIONS CENTER**

November 2, 2020

Page 4

Swenson, Mayor Judd, and Destiny Holiday for being present at the meeting. The board appreciated the presentation and are proud of the work being done, understanding the community, and the partnership with Moorhead Schools.

SCHOOL RESOURCE OFFICER AGREEMENT: Kristin Dehmer, executive director of human resources and operations presented the agreement from the City of Moorhead for two Moorhead Police Department school resource officers to serve Horizon Middle School and Moorhead High School. The agreement also included the DARE officer agreement. The DARE officer teaches DARE programming for all 5th-grade students and works as an SRO for all MAPS elementary schools.

Steffes moved, seconded by Vogt to approve the School Resource Officer Agreement for the 2020-2021 school year in the amount of \$86,612.00.

Motion carried 5-1.

Roll Call vote: Bjorklund-yay, Burgard-yay, Steffes-yay, Valan-yay, and Vogt-yay.
Gloe- nay

The virtual connection was lost with the school board members that were attending remotely at 7:47 p.m.

COMMITTEE REPORTS: None were reported

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: None were reported

ADJOURNMENT: Vice-Chair Burgard adjourned the meeting at 7:49 due to the lost virtual connection.

School Board Clerk

**SPECIAL MEETING
SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT 152
MAPS OPERATIONS CENTER
November 13, 2020**

CALL TO ORDER AND ROLL CALL: Chair Bjorklund called the meeting to order at 7:00 a.m., requested board member roll call, and led everyone in attendance with the Pledge of Allegiance.

Members present: None in-person

Members present remotely: Cassidy Bjorklund, Melissa Burgard, Kara Gloe, Rachel Stone, Matt Valan, and Keith Vogt

Member Absent: Scott Steffes

PREVIEW OF AGENDA: Superintendent Lunak recommended approval of the agenda as presented.

APPROVAL OF AGENDA: Gloe moved, seconded by Stone, to approve the agenda as presented.

Motion carried 6-0.

Roll Call vote: Bjorklund - yay, Burgard - yay, Gloe - yay, Stone - yay, Valan - yay, Vogt - yay

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: (Citizens who wish to address a non-agenda item have the opportunity to speak by raising their hand and being recognized by the School Board chair. Speakers must state their name and will be limited to three minutes. Speakers must complete the sign-up form, which outlines the public input process, and submit it to the School Board secretary.) None

CANVASS GENERAL ELECTION SCHOOL BOARD RETURNS AND ELECTION

RESOLUTION: A total of 25,363 votes were cast by district voters for the election of four (4) school board members for four-year term vacancies on the the board caused by expiration of term on the first Monday in January next following the general election as follows: Cassidy Bjorklund 10,188, Scott Steffes 9,412, Matt Valan 8,994, Melissa Burgard 8,990, David Marquart 8,122, Shawn Stumpf 3,967, Ezzat Haider 3,586, Thaddeus Laguisch 2,790.

Cassidy Bjorklund, Scott Steffes, Matt Valan and Melissa Burgard received the highest number of votes and were elected to four-year terms beginning Monday, January 4, 2021.

Gloe moved, seconded by Vogt, to approve the Resolution Canvassing Returns of Votes of Independent School District No. 152 General Election and Resolution Authorizing Issuance of

**SPECIAL MEETING
SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT 152
MAPS OPERATIONS CENTER
November 13, 2020
Page 2**

Certification of Election and Directing School District Clerk to Perform Other Election -Related Duties, as presented.
Motion carried 5-0.

Roll Call Vote: Bjorklund - yay, Gloe - yay, Stone - yay, Valan - yay, Vogt - yay.
Burgard - absent from vote.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Chair Bjorklund reminded the board and public due to the current state emergency declarations, the Minnesota directive to residents to stay at home, and guidance about limiting person-to-person contact due to the COVID-19 pandemic, the Monday, November 16, 2020 meeting of the Moorhead Area Public Schools School Board is being conducted in accordance with Minnesota Statutes 130.021 --Meetings by Telephone or Other Electronic Means.

Due to the health pandemic, the school board determined that it is not feasible for at least one board member, or the superintendent, to be physically present at the regular meeting location and that it is not feasible for the public to attend this meeting at the regular meeting location due to the health pandemic. Persons may monitor this meeting remotely. The link will be posted on the district website.

Vogt congratulated school board members re-elected to serve four year terms on the school board and thanked the other candidates who ran for the school board.

ADJOURNMENT: Chair Bjorklund adjourned the meeting at 7:06 a.m.

Clerk



MOORHEAD
AREA PUBLIC SCHOOLS

**Human Resources and
Operations**

Memo

OEDHRO.21.088C

TO: Dr. Brandon M. Lunak, Superintendent

FROM: Kristin L. Dehmer, Executive Director of Human Resources and Operations

DATE: 11/10/2020

RE: November Claims

The November claims are as follows:

General Fund	2,271,367.68
Food Service Fund	138,457.42
Community Service Fund	6,918.58
<u>Student Activities Fund</u>	<u>28,728.15</u>
TOTAL	2,445,471.83

The November construction claims are as follows:

<u>Construction Fund</u>	<u>1,414,243.54</u>
TOTAL	1,414,243.54

The October wire payments are as follows:

General Fund	3,354,050.55
Food Service Fund	2,570.28
Community Service Fund	2,169.15
Internal Service Fund	523,837.32
Student Activities Fund	66.61
<u>Post Employ Irrev Trust</u>	<u>101,209.29</u>
TOTAL	3,983,903.20

Suggested Resolution: Move to approve the November claims, subject to audit, in the amount of \$2,445,471.83, the November construction claims, subject to audit, in the amount of \$1,414,243.54, the October wire payments, subject to audit, in the amount of \$3,983,903.20.

KLD:tra



MOORHEAD
AREA PUBLIC SCHOOLS

**Human Resources and
Operations**

Memo Memo

OEDHRO.21.087C

TO: Dr. Brandon Lunak, Superintendent

FROM: Kristin Dehmer, Executive Director of Human Resources and Operations

DATE: 11/10/2020

RE: Family Medical Leave

The administration requests the approval of the Family/Medical leave for the following people:

Celeste Olson

Media Assistant, S.G. Reinertsen Elementary, family medical leave (non-FMLA), intermittently beginning October 12, 2020 through May, 2021.

Jessica Danielson

Administrative Assistant, High School, family medical leave (non-FMLA) beginning October 27, 2020 through November 6, 2020.

Lori Peyerl

Administrative Assistant, High School, medical leave (FMLA) beginning October 29, 2020 through November 7, 2020.

Tina Spieker

Paraprofessional, Dorothy Dodds Elementary, family medical leave (non-FMLA) beginning November 4, 2020 through approximately November 13, 2020.

Curtis Ness

Database & Systems Administrator, Operations Center, family medical leave (FMLA) beginning December 3, 2020 through December 18, 2020.

Sherri Dryburgh

Teacher, Horizon Middle School West Campus, family medical leave (non-FMLA) beginning January 2, 2021 through February 12, 2021.

Alison Kirsch

Teacher, Robert Asp Elementary, family medical leave (FMLA) beginning March 16, 2021 through June 8, 2020.

Abby Holten

Teacher, Horizon Middle School East Campus, family medical leave (FMLA) beginning March 9, 2021 through April 23, 2021.

Brooke White

Teacher, Probstfield Center for Education, family medical leave (FMLA) beginning April 22, 2021 through June 8, 2021.

Laura Grove

Teacher, Horizon Middle School West Campus, family medical leave (FMLA) beginning April 5, 2021 through June 4, 2021

Suggested Resolution: Move to approve the medical leaves for Celeste Olson, Jessica Danielson, Lori Peyerl, Tina Spieker, Curtis Ness, Sherri Dryburgh, Alison Kirsch, Abby Holten, Brooke White and Laura Grove as presented.

KLD:jal



MOORHEAD
AREA PUBLIC SCHOOLS

**Human Resources and
Operations**

Memo

OEDHRO.21.086C

TO: Brandon Lunak, Superintendent

FROM: Kristin Dehmer, Executive Director of Human Resources and Operations

DATE: 11/9/2020

RE: Leave of Absence

The administration requests approval of the Leave of Absence for the following employees:

Zakaria Amin

Paraprofessional, Horizon Middle School East Campus, effective November 16, 2020 through the end of the 2020-2021 school year.

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

KLD:kre



MOORHEAD
AREA PUBLIC SCHOOLS

**Human Resources and
Operations**

Memo

OEDHRO.21.090C

TO: Dr. Brandon Lunak, Superintendent

FROM: Kristin Dehmer, Executive Director of Human Resources and Operations

DATE: 11/10/2020

RE: Resignations

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

Terra Becker

Behavior Interventionist, Ellen Hopkins Elementary School, effective November 25, 2020.

Melody Scott

Paraprofessional, Spud Academy, effective November 4, 2020.

Suggested Resolution: Move to approve the resignation of Terra Becker and Melody Scott as presented.

KLD:kre



MOORHEAD
AREA PUBLIC SCHOOLS

**Human Resources and
Operations**

Memo

OEDHRO.21.085C

TO: Brandon Lunak, Superintendent

FROM: Kristin Dehmer, Executive Director of Human Resources and Operations

DATE: 11/10/2020

RE: Retirement

The administration requests approval of Retirement for the following employee:

Jolene Wiebold

LSS Teacher, Horizon Middle School East Campus, effective November 25, 2020.

Suggested Resolution: Move to approve the Retirement for Jolene Wiebold as presented.

KLD:kre



MOORHEAD
AREA PUBLIC SCHOOLS

**Human Resources and
Operations**
Memo OEDHRO.21.

TO: Brandon Lunak, Superintendent

FROM: Kristin Dehmer, Executive Director of Human Resources and Operations

DATE: 11/9/2020

RE: New Employees

The administration requests the approval of hiring the following new employees subject to satisfactory completion of federal and state statutes and district requirements:

Juli Clarey

Lunchroom Supervisor/School Patrol, Dorothy Dodds Elementary School, \$16.42 per hour, effective November 10, 2020 (replaces Elisa Ramirez).

Traci Fischer

Paraprofessional, Horizon Middle School West Campus, P4 (3), \$18.18 per hour, effective November 3, 2020 (replaces Charles Jordan - Spud Academy).

Eric Krogh

Language Arts Teacher, Spud Academy, BA (0) \$41,213.00, effective at the beginning of the 2020-2021 school year (new position per staffing plan).

Memba Siryon

Paraprofessional, Horizon Middle School East Campus, P4 (0-2), \$17.24 per hour, effective November 3, 2020 (replaces Sharrel Wilson).

Sara Storkamp

Paraprofessional, Robert Asp Elementary School, P4 (0-2) \$17.24 per hour, effective November 2, 2020 (replaces Jasmine Merkens).

Duane Tenold

Custodian, Horizon Middle School East Campus, C2 (6), \$18.48 per hour, effective November 4, 2020 (replaces Evan Youngs).

Lauren Wollschlager

Paraprofessional, Horizon Middle School East Campus, P4 (0-2) \$17.24 per hour, effective November 4, 2020 (replaces Fidela Jones).

Suggested Resolution: Move to approve the employment of Juli Clarey, Traci Fischer, Eric Krogh, Memba Siryon, Sara Storkamp, and Duane Tenold as presented.

KLD:kre



MOORHEAD
AREA PUBLIC SCHOOLS

**Assistant
Superintendent of
Learning and
Accountability
Memo ASLA.21.15**

TO: Dr. Brandon Lunak, Superintendent

FROM: Dr. Jeremy Larson, Assistant Superintendent of Learning and Accountability

DATE: 11/10/2020

RE: Family Literacy Liaison Presentation

Moorhead Area Public Schools was awarded the federal Comprehensive Literacy State Development grant in the amount of \$597,548.78 annually, renewable for up to four years, with the district responsible for a 3% match of 17,927.00 in year one. One of the key areas of emphasis for the project include family engagement and home literacy. The grant provided 1 FTE for a Family Literacy Specialist to serve PreK-5. Alexis Lundberg was hired as our Family Literacy Specialist and will present information for the board on this new position.

JL:tro

ATTACHMENTS:

Description	Type
▣ Birth-Grade 5 Family Literacy Specialist	Cover Memo

Birth-Grade 5 Family Literacy Specialist

Lexi Lundberg

Introduction

- Former first grade teacher for the past eight years in Minneapolis and at Robert Asp Elementary School.
- Family Literacy Specialist through the Comprehensive Literacy State Development (CLSD) grant.
- **I work with school staff and families across the district to help strengthen the district's capacity for family engagement and collaboration around children's literacy development.**

CLSD Core Beliefs

1. All parents have dreams for their children and want the best for them.
2. All parents have the capacity to support their children's learning.
3. Families and school staff should be equal partners.
4. The responsibility for building partnerships between school and home rests primarily with school staff, especially school leaders.

The Dual Capacity-Building Framework for Family-School Partnerships (Version 2)



Mapp, K. L. & Bergman, E. (2019). Dual capacity-building framework for family-school partnerships (Version 2). Retrieved from: www.dualcapacity.org

The Challenge



Educators

- Have not been exposed to strong examples of family engagement
- Have received minimal training
- May not see partnership as an essential practice
- May have developed deficit mindsets



Families

- Have not been exposed to strong examples of family engagement
- Have had negative past experiences with schools and educators
- May not feel invited to contribute to their children's education
- May feel disrespected, unheard, and undervalued

Essential Conditions

Process conditions

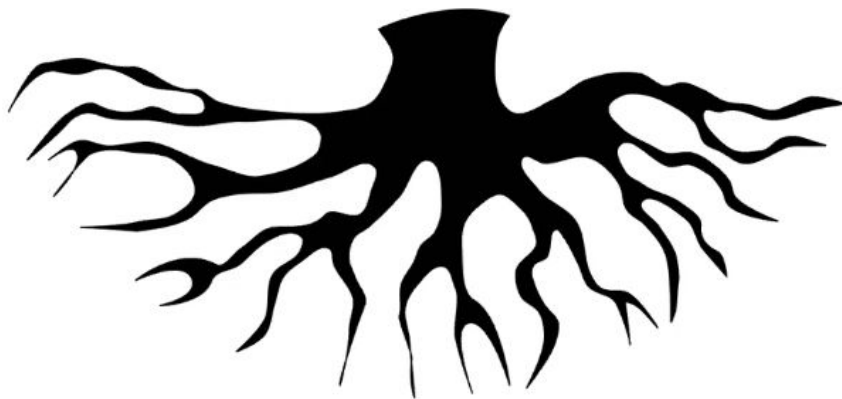
- Relational: built on mutual trust
- Linked to learning and development
- Asset-based
- Culturally responsive and respectful
- Collaborative
- Interactive

Organizational conditions

- Systemic: embraced by leadership across the organization
- Integrated: embedded in all strategies
- Sustained: with resources and infrastructure

The deepest underlying cause, or causes, of positive or negative symptoms within any process that, if dissolved, would result in elimination, or substantial reduction, of the symptom.

Preuss, P.G. (2007, p. 110) Data-driven Decision Making and Dynamic Planning.



[Root Cause Primer](#)

Current and Upcoming Work...

- Exploration Stage implemented with Building Leadership Teams at all schools- (PCE, SGR, Hopk, Asp, DDE, HZW)
- Analysis of Staff Family Engagement Survey & Parent/Caregiver Engagement Survey
- Strengthening connections and relationships between the community and our school district
- Tangible academic supports for families during at home learning days
- Possibility of dual language ECFE course & Home Visitor Kits
- Quarantine Team Support
- Project Lit for Horizon West 5th Graders



MOORHEAD
AREA PUBLIC SCHOOLS

**Assistant
Superintendent of
Learning and
Accountability
Memo ASLA.21.16R**

TO: Dr. Brandon Lunak, Superintendent

FROM: Dr. Jeremy Larson, Assistant Superintendent of Learning and Accountability

DATE: 11/9/2020

RE: District Profiles Update

Dr. Jeremy Larson, assistant superintendent of learning and accountability, will provide the updated District Profile for the 2019-20 school year.

JL:tro

ATTACHMENTS:

Description	Type
□ District Profiles	Cover Memo

DISTRICT PROFILE

1313 30th Ave S, Moorhead, MN
218-284-3300

Superintendent:

Brandon Lunak

Assistant Superintendent:

Jeremy Larson



6,973

TOTAL
STUDENTS

93.33%

ATTENDANCE
RATE

81.5%

GRADUATION
RATE

**OCTOBER 1
ENROLLMENT**

2015-16

6,232

2016-17

6,530

2017-18

6,618

2018-19

6,837

2019-20

6,973

32

Dorothy Dodds <small>750 students</small>	Ellen Hopkins <small>640 students</small>	Robert Asp <small>676 students</small>	S.G. Reinertsen <small>751 students</small>	Horizon MS West <small>1100 students</small>	Horizon MS East <small>1073 students</small>	Moorhead High <small>1983 students</small>	Red River ALC <small>95 students</small>
K: 154	K: 140	K: 142	K: 162	5th: 550	7th: 539	9th: 495	8th: 4
1st: 144	1st: 130	1st: 142	1st: 143	6th: 550	8th: 534	10th: 504	9th: 13
2nd: 154	2nd: 129	2nd: 133	2nd: 145			11th: 492	10th: 22
3rd: 134	3rd: 109	3rd: 113	3rd: 138			12th: 492	11th: 20
4th: 164	4th: 132	4th: 146	4th: 163				12th: 36



8.48%

English Learners



40.25%

Eligible for Free or
Reduced Lunch



2.5%

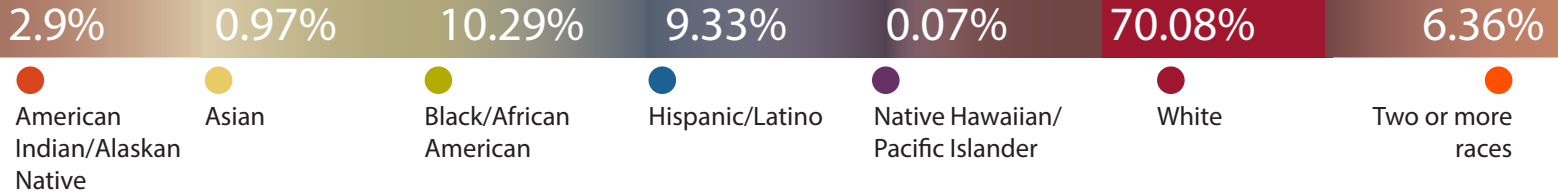
Homeless



16.8%

Receiving Special
Education Services

STUDENT DEMOGRAPHICS



Dorothy Dodds 750 students	Ellen Hopkins 640 students	Robert Asp 676 students	S.G. Reinertsen 751 students	Horizon MS 2173 students	Moorhead High 1983 students	Red River ALC 95 students
3.6%	1.56%	5.75%	0.8%	3.02%	1.75%	10.19%
1.33%	0.63%	0.73%	0.67%	1.11%	1.04%	0%
11.23%	9.39%	7.67%	14.17%	9.01%	10.67%	17.59%
8.4%	12.68%	15.78%	4.41%	8.5%	8.54%	22.22%
0.13%	0%	0.29%	0%	0.04%	0.05%	0%
69.12%	69.48%	61.2%	75.27%	71.79%	72.12%	40%
6.15%	6.26%	8.55%	4.68%	6.5%	5.8%	3.15%

1,177
TOTAL
ADMINISTRATORS,
TEACHING &
SUPPORT STAFF



42
English: 86.2%
Kurdish: 3.6%
Somali: 3.2%
Arabic: 2.3%
Spanish: 1.9%
HOME LANGUAGES

TEACHER EXPERIENCE

29.89%
Less than 3 years

34.41%
3-10 years

35.70%
More than 10 years



iHOLA

SPANISH IMMERSION PROGRAM

389 STUDENTS

K - 72	4 - 48
1 - 68	5 - 50
2 - 54	6 - 35
3 - 62	



MOORHEAD
AREA PUBLIC SCHOOLS

**Human Resources and
Operations**

Memo

OEDHRO.21.089R

TO: Dr. Brandon M. Lunak, Superintendent

FROM: Kristin L. Dehmer, Executive Director of Human Resources and Operations

DATE: 11/10/2020

RE: Land Lease Agreement with the City of Moorhead

The land lease agreement of district property described as: The East one-half (E 1/2) of the Northeast Quarter (NE 1/4) of Section 21, Township 140 North, Range 48 West, Clay County, between Moorhead Area Public Schools ISD 152 and the City of Moorhead. The City of Moorhead would pay the district an annual rental fee per acre on 77 tillable acres in the amount of \$155.00 per acre, or \$11,935.00 for each year for a total amount of \$23,870 for the length of the contract. The contract commences on January 1, 2021 and ending on December 31, 2022. This amount of \$155.00 is unchanged over the last two year lease.

Suggested Resolution: Move to approve the proposed land lease agreement with the City of Moorhead in the amount of \$11,935 for each year for a total amount of \$23,870 for the length of the contract as presented.

Moved by:
Seconded by:
Comments:

KLD:tra

ATTACHMENTS:

Description	Type
Land Lease	Cover Memo

LEASE AGREEMENT

THIS AGREEMENT, made this 16th day of November, 2020, (hereinafter the “effective date”) by and between Independent School District #152, whose post office address is 2410 14th St S, Moorhead, Minnesota 56560 (hereinafter “Lessor”), owner of the real estate described herein, and the City of Moorhead, Minnesota, whose post office address is P.O. Box 779, Moorhead, Minnesota 56561-0779 (hereinafter “Lessee”).

WITNESSETH, that Lessee hereby agrees to and with the Lessor, for the consideration hereinafter named, to beneficially reuse and land apply biosolids from Lessee’s Wastewater Treatment Facility during the season of farming in the years 2021-2022 the following-described premises situated in the County of Clay and State of Minnesota, to-wit:

See attached Exhibit A

TERM. The term of this Lease Agreement shall be for a period of two (2) years, commencing on the 1st day of January, 2021, and ending on the 31st day of December, 2022, unless terminated sooner by reason of Lessee breaching any of the terms and conditions herein contained or under the provisions of the paragraph entitled **SUBJECT TO SALE OR USE BY LESSOR**.

RENT. As and for the rental of the heretofore-described real property, Lessee shall pay to the Lessor for the rental of said demise premises, without deduction or set off, an annual rental fee per acre based on 77 tillable acres in the amount of One Hundred fifty five and No/100 Dollars (\$155.00) per acre, or eleven thousand nine hundred thirty five and No/100 Dollars (\$11,935.00) for 2021 and for 2022, based upon 77.0 cropland acres, payable on May 1st of each year of this Lease Agreement.

TAXES. Lessor shall be responsible for paying all general real property taxes and special Assessments against the property due and payable in the years covered by this Farm Lease Agreement.

LAND APPLICATION OF WASTEWATER TREATMENT FACILITY BIOSOLIDS.

Lessee will beneficially reuse biosolids from Lessee’s Wastewater Treatment Facility by applying said biosolids to the property in accordance with National Pollutant Discharge Elimination System Permit Number MN049069 issued to Lessee by the Minnesota Pollution Control Agency, Minnesota Rules, Chapter 7041, and all other environmental statutes, ordinances, rules, regulations, and orders issued by any federal, state, or local environmental agency concerning said activity. Lessee assumes all responsibility for its action related to said activity. Lessee reserves the right to sublet the property, subject to certain restrictions to accommodate said activity, for the purpose of farming and agricultural production.

GOVERNMENT PAYMENTS. Any and all government payments, which may be allocated to this land during the terms of this Lease Agreement, whether for participation in an agricultural program or by way of relief from crop failure, disaster, or otherwise, shall be the property of Lessee or its Sub-lessee.

EXPENSES. The Lessee shall be responsible for all expenses incurred in beneficially reusing and land applying biosolids to the above-described property.

HAZARDOUS MATERIALS. Lessee agrees to comply with the following policies designed To limit the environmental impact of its activities to the demised premises:

1. To comply with all environmental statutes, ordinances, rules, regulations, and orders issued by any state, federal, or local environmental agency concerning air, water, noise, solid waste, hazardous substances, and hazardous wastes.
2. Not to use waste oil as a means of suppressing dust on roads or anywhere else on the premises.
3. To harbor no underground storage tanks of any kind.
4. To assume liability for and indemnify and hold Lessor harmless for any claim or violation which results from Lessee's use of the premises.

SUBLEASE AND ASSIGNMENT. This Lease Agreement be shall not be assigned without the prior written consent of the Lessor. Lessee shall retain the right to sublet the property for farming and agricultural production purposes.

INDEMNITY. Lessee shall assume liability for and shall indemnify, protect, save and keep harmless the Lessor, it agents and servants, from and against all losses, damages, penalties, claims, actions, suits, costs, expenses and disbursements, including legal expenses of every kind and nature imposed upon, incurred by, or asserted against the Lessor in any way relating to or arising out of this Lease Agreement for the use of the demised premises. The indemnities contained in this paragraph shall continue in full force and effect, notwithstanding termination of this Lease Agreement.

WAIVER. A waiver by Lessor of any default or breach herein shall not be construed to be a continuing waiver of such default or breach, nor is a waiver or permission, express or implied, to be construed as a waiver of any other or subsequent default or breach.

RIGHT OF ENTRY. Lessor or Lessor's agent may enter upon the premises at any time to examine the same and to do anything Lessor may be required to do hereunder, or which Lessor may deem necessary for the good of the demised premises, or any building thereon, and may further enter upon any portion of the premises for inspection of the same. In the event that the Lessor determines to offer said premises for sale, Lessor or Lessor's agent may show the same for purposes for sale.

SUBJECT TO SALE OR USE BY LESSOR. All or any part or portion of the demised premises identified in this Lease Agreement is subject to sale by Lessor or Lessor's agent, at any time, during the term of this Lease Agreement. In addition, Lessor reserves the right to terminate this Lease, or a portion thereof, if Lessor needs the premise for is own use or for a

non-farm use of another entity. If the premises is sold or needed for another use as set out above, this Lease Agreement may be terminated by Lessor, subject to written notice to Lessee of at least ten (10) days, in accordance with the notice requirements incorporated in this Lease Agreement. If practicable, during this 10-day period Lessee, and its Sub-lessee, shall have the right to harvest crops planted and growing concurrent with date of sale. Lessor agrees it will make all reasonable efforts, if feasible, to permit Lessee or its Sub-lessee, to harvest any crops planted. If not practicable, Lessor agrees to compensate Lessee, or its Sub-lessee, for the following expenses associated with farming operations during the growing season in which the sale actually occurs. If Lessee, or its Sub-lessee, is unable to harvest, Lessor agrees to pay the following expenses:

1. Reimbursement of rent for the year in which the sale occurs.
2. Reimbursement of crop insurance premiums on any crops already planted, limited to actual real property acreage subject to the sale during the year in which the sale occurs.
3. The reasonable costs of fertilizers, insecticides, herbicides, and seeds utilized by Lessee, or its Sub-lessee, in farming the premises, limited to actual real property acreage subject to the sale during the year in which the sale occurs.
4. The reasonable costs of cultivating the premises and sowing crops expended by Lessee, or its Sub-lessee, in farming the premises, limited to the actual real property acreage Subject to the sale during the year in which the sale occurs.

As additional consideration under this Lease Agreement, Lessee specifically agrees to waive any and all other claims against Lessor for losses incurred as a result of the sale of the premises identified in this Lease Agreement, and specifically waives any and all claims for future farming seasons remaining under this Lease Agreement.

MINERALS. The above-described premises are or may be subject to leases or other agreements for the purpose of exploring for, mining and removing oil, gas, coal, gravel, and other minerals in and under said premises. The Lessor does hereby expressly reserve unto itself, its successors and assigns, the right of ingress and egress for the purpose of exploring for, mining and removing said minerals described above, and the Lessee does hereby expressly agree to take said premises subject to any mineral leases now on the heretofore-described premises, or which may hereafter be entered into by the Lessor, Lessor's successors and assigns. The Lessor shall have the exclusive right to grant or deny access to said premises for seismic exploration or other exploration, and removal of oil, gas, and all other minerals. All surface damages that may become payable by reason of the location of an oil well and necessary appurtenances shall be payable to the Lessor. Lessee hereby expressly agrees that she will not, during the term of this Lease Agreement, not in any manner to interfere with or prevent any person, firm or corporation authorized by the Lessor from entering upon said premises for the purpose of exploring for, mining and removing the heretofore minerals, and any and all surface damages that may become payable by reason of location of an oil well and necessary appurtenances shall

be payable to the Lessor. Lessor shall by Lessee, or its Sub-lessee, any damages caused to growing crops.

BREACH OF COVENANTS. It is further understood and agreed that if the Lessee shall fail to pay the rents as specified and when due, or shall fail to comply with any of the other covenants and agreements herein made, then and in that event, the Lessor may immediately reenter and take possession of the above-rented premises, and at its discretion seek any and all damages that Lessor may be entitled to as a result of the breach. Further, in the event of said breach, Lessor shall not be liable to the Lessee for a refund of any sums that may have been paid prior to the date of the breach.

DEFAULT. In the event Lessee fails to pay the rent or fails to fulfill any of the covenants or Agreements herein contained, it shall be lawful for Lessor to reenter and take full and absolute possession of said premises, and hold and enjoy the same fully and absolutely without such reentry working forfeiture of the rents to be paid or the covenants to be performed by the Lessee. It is further understood and agreed by and between the parties hereto that time is of the essence of this Lease Agreement.

SURRENDER OF PREMISES. At the termination of the within Lease Agreement, the Lessee shall peacefully surrender possession of said demised premises to the Lessor or Lessor's agents and assigns, unless this Lease Agreement is renewed prior thereto.

GOVERNING LAW. It is agreed that this Lease Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Minnesota.

ATTORNEY'S FEES. In the event that any action is filed in relation to this Lease Agreement, the unsuccessful party in the action shall pay to the prevailing party, in addition to all sums that either party may be called upon to pay, a reasonable sum for the successful party's attorney's fees.

ENTIRE AGREEMENT. This Lease Agreement shall constitute the entire agreement between the parties. Any prior understanding or representation of any kind preceding the date of this Lease Agreement shall not be binding upon either party except to the extent incorporated in this Lease Agreement. The titles to the paragraphs of this Lease Agreement are solely for the convenience of the parties and shall not be used to explain, modify, simplify, or aid in the interpretation of the provisions of this Lease Agreement.

MODIFICATION OF AGREEMENT. Any modification of the Lease Agreement or additional obligation assumed by either party in connection with this agreement shall be binding only if evidenced in a writing signed by each party or an authorized representative of each party.

EFFECTIVE PARTIAL INVALIDITY. The invalidity of any provision of this Lease Agreement will not and shall not be deemed to affect the validity of any other provision. In the event that any provision of this Lease Agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect as if they had been executed by both parties subsequent to the expungement of the invalid provision.

LESSEE:
CITY OF MOORHEAD

BY: _____
Its: _____

ATTEST:

BY: _____
Its: _____

STATE OF MINNESOTA)
) ss.
COUNTY OF CLAY)

On this ____ day of _____, 2020, before me, a Notary Public in and for said County and State, personally appeared Johnathan Judd and Dan Mahli, known to me to be the Mayor and the Acting City Manager, respectively, of the City of Moorhead, and who executed the within and foregoing instrument and acknowledged to me that they executed the same on behalf of the City of Moorhead.

Notary Public, Clay County, MN
My Commission Expires:

(SEAL)

Exhibit A

Legal Description:

The East one-half (E 1/2) of the Northeast Quarter (NE 1/4) of Section 21, Township 140 North, Range 48 West, Clay County, Minnesota.



MOORHEAD
AREA PUBLIC SCHOOLS

**Human Resources and
Operations**

Memo

OEDHRO.21.091R

TO: Dr. Brandon M. Lunak, Superintendent

FROM: Kristin L. Dehmer, Executive Director of Human Resources and Operations

DATE: 11/10/2020

RE: Resolution Accepting Donations

Attached please find the resolution accepting donations. The School Board, pursuant to Minnesota Statutes 123B.02, Sub 6., gratefully accepts the following donations as identified below.

DONOR	ITEM	DESIGNATED PURPOSE
Bradley & Neely Benton	Monetary	Ellen Hopkins Media Center

Suggested Resolution: Move to accept \$30.75 donation as presented and direct administration to send a thank you.

Moved by:
Seconded by:
Comments:

KLD:tra

ATTACHMENTS:

Description	Type
 Resolution Accepting Donation	Cover Memo

RESOLUTION ACCEPTING DONATIONS

WHEREAS, Minnesota Statutes 123B.02, Subd. 6 provides: "The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education." and

WHEREAS, Minnesota Statutes 465.03 provides: "Any city, county, school district or town may accept a grantor device of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full."; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members. Expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Moorhead Area Public Schools, ISD 152, gratefully accepts the following donations as identified below:

DONOR	ITEM	DESIGNATED PURPOSE
Bradley & Neely Benton	Monetary	Ellen Hopkins Library

The vote on the Adoption of the Resolution was as follows:

Voted in favor:

Voted against:

Absent:

By: _____
Chair

By: _____
Clerk



MOORHEAD
AREA PUBLIC SCHOOLS

Office of Superintendent
Memo S.21.82R

TO: School Board

FROM: Dr. Brandon M. Lunak, Superintendent

DATE: 11/9/2020

RE: Schedule Special Meeting to Review the MAPS Strategic Plan, MSBA School Board Self-Evaluation, and the Fiscal Year 2020 Audit Report

A Special Board Meeting is necessary to review the MAPS Strategic Plan, MSBA School Board Self-Evaluation, and the Fiscal Year 2020 Audit Report.

The Special School Board Meeting will be held on Monday, December 14, 2020 at 3:00 p.m. at the MAPS Operations Center Board Room 600.

Suggested Resolution: Move to approve the Special School Board Meeting on Monday, December 14, 2020 at 3:00 p.m. at the MAPS Operations Board Room 600 to review the MAPS Strategic Plan, review the MSBA School Board Self-Evaluation and the Fiscal Year 2020 Audit Report.

Moved by:
Seconded by:
Comments:

BL:dmb