



MOORHEAD
AREA PUBLIC SCHOOLS

Attendance Area and Start Time Task Force Recommendation Report

October 2016

I. Background

In November 2015, voters in the Moorhead School District supported a bond referendum that is providing for growth and learning by:

- Adding secure entries in all school buildings;
- Creating adequate and appropriate learning environments for students from early childhood through grade 8;
- Building a K-4 elementary;
- Building a grades 5-6 school connected to Horizon Middle School to create a shared grades 5-8 campus reducing transitions for students;
- Building an auditorium for school and community use at Horizon Middle School; and
- Returning Probstfield Center for Education to an early childhood and district education center focused on the needs of our youngest learners.

Following approval of the \$78.2 million bond referendum on Nov. 3, 2015, Moorhead Area Public Schools began the next steps in implementing the district's facilities master plan. The implementation plan calls for various community and staff research task forces to review research and aspects of educational programming and provide recommendations to Moorhead Area Public Schools administration. With the goal of having both the grades 5-6 school connected to Horizon Middle School and the new K-4 elementary school open by fall of 2017, the elementary attendance areas needed to be reviewed and revised. The start times for all schools needed to be examined to determine if any changes would be made to those times.

As a result of these changes, Superintendent Lynne Kovash recommended the formation of a Attendance Area and School Start Time Task Force comprised of staff members, students and parent representatives (Appendix A). The community task force approach, which involves community collaboration and consensus building for its decision-making process, would be used.

Representatives interested in being selected for the task force applied for the task force in May 2016.

Members of the task force are:

Jordan Franze, Community Member

Joseph Smith, Community Member

Jeremy Larson, School District

Seema Kholsa, Community Member

Christol Kendall Machart, Community Member

Josh Haag, School District

Lynne Kovash, School District

Brandon Lunak, School District

Andy Rogers, Community Member

Krista Timm, Community Member

Diana Johnson, School District

Chris Martin, Community Member

David Hallman, Community Member

Josh St. Louis, School District

Dan Bacon, School District

The purpose of the task force was to focus on developing elementary school district attendance areas. The task force also worked to develop a schedule of start and ending times for the schools in the district.

II. Introduction

The 15 members of the school district's Attendance Area and School Start Task Force began meeting July 19, 2016, to determine the process for recommending elementary attendance areas and start times for all schools. Lead administrators for the task force were Dr. Lynne Kovash, superintendent, Brandon Lunak, assistant superintendent of finance and operations, and Dan Bacon, director of transportation services and student safety.

To complete its charge, the task force met further in August and September. Information from the Moorhead School Board transportation policy provided background information for task force members to consider during their discussions.

At the beginning of the process, the Attendance Area Task Force determined parameters for the consideration of attendance areas and start times. The parameters were as follows:

- Globally efficient
- Use natural boundaries
- Be mindful of time on the bus
- Diverse population
- Schools as close to neighborhoods as possible
- Time of pick-up
- Run routes as efficiently as possible
- Target size of elementary school at 750 students
- Financial responsibility

After determining the parameters for the attendance areas, the task force members began discussion. Task force members used a consensus decision-making process. Following additional research and discussion, the task force completed its charge.

III. Recommendation

The Attendance Area Task Force provides the following findings and recommendations regarding attendance areas and start times. The descriptions have been updated by administration after further review of the attendance areas.

Robert Asp Elementary Attendance Area

- The north edge is the school district boundary.
- The west edge is the Red River to 12th Avenue South.
- The south edge is the north side of 12th Avenue South from the Red River to 16th Street South, and 9th Avenue South to include only the north side of 9th Avenue South to 19th Street South, and 8th Avenue South from 19th Street South to 20th Street South.
- The east edge is along both sides of 16th Street South to 9th Avenue South, 19th Street South to 8th Avenue South. This includes MSUM and east to 20th Street South, then north along 20th Street South and 21st Street South to include both sides of 20th Street South from 8th Avenue South to SE Main Avenue, and 21st Street South north of SE Main Avenue to the railroad track that runs parallel

to Hwy 10 and east to the district border. This includes all residences facing 20th Street South and 21st Street South.

- The Robert Asp attendance area includes all of the City of Dilworth that is still within the Moorhead Area Public Schools boundary and is north of the railroad track running parallel to Hwy 10.

Ellen Hopkins Elementary Attendance Area

- The north edge is 12th Avenue South from the Red River to the railroad track that runs parallel to 20th Street South.
- The west edge is the Red River from 12th Avenue South to I-94.
- The south edge extends from the Red River along I-94 to Hwy 75 South, then south to Belsly Boulevard South, along Belsly Boulevard South, including the north side of Belsly Boulevard South, to 17th Street South and south along 17th Street South, including both sides of 17th Street South, to 34th Avenue South, including both sides of 34th Avenue South, and east to the railroad track that runs parallel to 20th Street South.
- The east edge extends from 12th Avenue South to 34th Avenue South along the railroad track that runs parallel to 20th Street South.

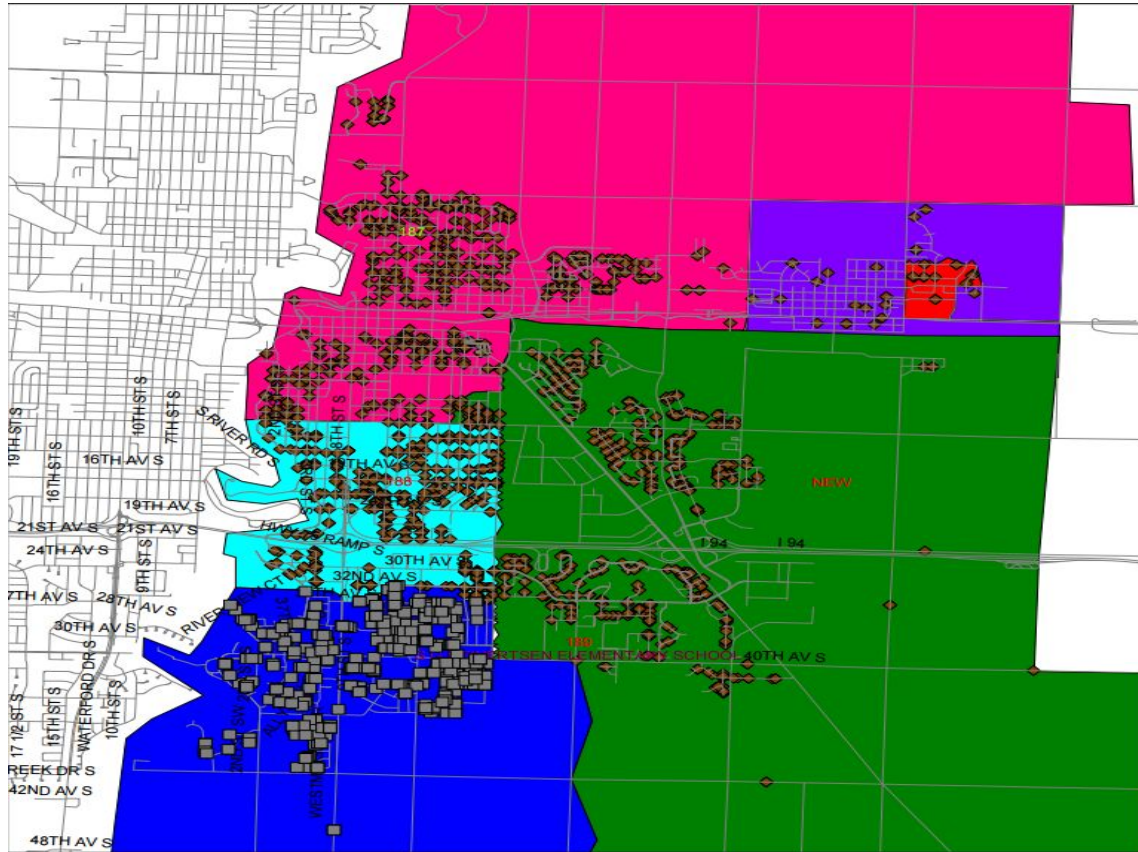
S.G. Reinertsen Elementary Attendance Area

- The north edge runs from the Red River along I-94 to Hwy 75, then south to Belsly Boulevard South to include the south side of Belsly Boulevard South to 16th Street South, including both sides of 16th Street South, to the property line of properties facing 34th Avenue South and east to the railroad track running parallel to 20th Street South, then south to 40th Avenue South, then east to 28th Street South, including residences on the south side of 40th Avenue South.
- The west edge is the Red River.
- The south edge is the school district boundary from 28th Street South to the Red River.
- The east edge runs south from 34th Avenue South to 40th Avenue South, then east to 28th Street South, then south to the extent of the school district boundary, but does not include residences facing 28th Street South.

Dorothy Dodds Elementary Attendance Area

- The north edge is 9th Avenue South from 16th Street South to 19th Street South, 8th Avenue South from 19th Street South to 20th Street South and the railroad track that runs parallel to Hwy 10, from 21st Street South to the east boundary of Moorhead Area Public Schools.
- The west edge extends from the railroad track that runs parallel to Hwy 10 South along 21st Street South / 20th Street South to 8th Avenue South (it does not include any residences facing those streets), 19th Street South from 8th Avenue South to 9th Avenue South, 16th Street South to 12th Avenue South (it does not include any residences facing 16th Street South, these are in the Robert Asp area), 20th Street South from 12th Avenue South to 40th Avenue South, and 28th Street South from 40th Avenue South to the southern border of Moorhead Area Public Schools (it does not include residences facing 28th Street South; these are in the S.G. Reinertsen area).
- The south edge is 40th Avenue South, including residences on the north side of 40th Avenue South, to 28th Street South, and 28th Street South to the district border on the east.
- The east edge is the school district boundary.

Map presented at October 10, 2016 School Board meeting



Map Key:

Red & Purple*: Robert Asp Elementary

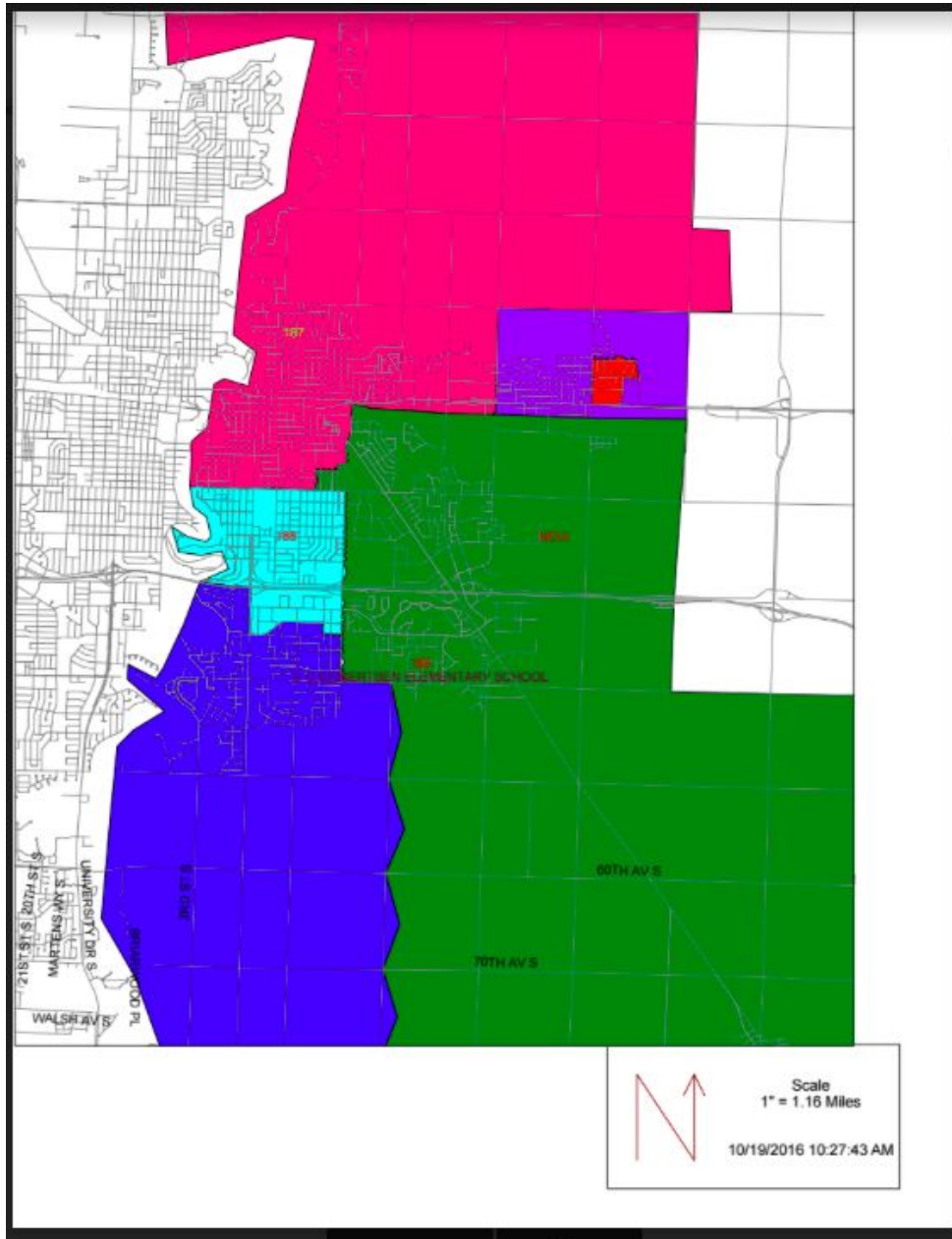
Royal Blue: S.G. Reinertsen Elementary

Light Blue: Ellen Hopkins Elementary

Green: Dorothy Dodds Elementary

*Purple=City of Dilworth

October 24, 2016 map with revised recommendation



Map Key:

Red & Purple*: Robert Asp Elementary

Royal Blue: S.G. Reinertsen Elementary

Light Blue: Ellen Hopkins Elementary

Green: Dorothy Dodds Elementary

*Purple=City of Dilworth

Projected Enrollments at Designated Schools

The following chart provides the recommendation from the task force presented at the October 10 school board meeting.

2016-2017 Student Counts*							
	Robert Asp	Ellen Hopkins	SGR	Dorothy Dodds	Saint Joes	Park Christian	Totals
					95	91	186
Free	279	321	172	207			979
Paid	341	388	423	398			1550
Reduced	36	25	30	33			124
Totals FR:	315	346	202	240	95	91	2839
Kindergarten	106	142	110	123	23	12	516
Grade 1	135	174	144	137	19	25	634
Grade 2	134	155	118	128	18	19	572
Grade 3	146	130	128	127	15	18	564
Grade 4	135	133	125	123	20	17	553
Totals:	656	734	625	638	95	91	2839

The following chart provides the updated student counts in the adjusted attendance areas.
 *The students counts differ as the software system updated with new students, but the students who left the district have not been removed.

2016-2017 Student Counts							
	Robert Asp	Ellen Hopkins	SGR	Dorothy Dodds	Saint Joes	Park Christian	Totals
					95	91	186
Free	259	282	190	186			917
Paid	385	392	454	416			1,647
Reduced	30	21	29	27			107
Totals:	674	695	673	629	95	91	2,857
Kindergarten	108	138	113	122	23	12	516
Grade 1	139	162	157	136	19	25	638
Grade 2	140	155	122	124	18	19	578
Grade 3	149	119	145	122	15	18	568
Grade 4	138	121	136	125	20	17	557
Totals:	674	695	673	629	95	91	2,857
Ethnicity	211	207	98	128	0	0	644
English Learners (EL)	45	77	69	74	0	0	265

Ethnicity numbers reflect the federal race qualifications (American Indian/Alaskan Native, Asian/Pacific Islander, Hispanic, Black and White). Numbers are self-reported. Some populations may self-report as White.

Additionally, ethnicity numbers may not reflect the number of English learners at a school.

Start Times for Schools

Current Schedule		
Elementary	7:55 AM	2:40 PM
Middle School	9:05 AM	3:50 PM
High School	8:25 AM	3:30 PM
St Joes	8:00 AM	2:55 PM
Park Christian	8:05 AM	3:10 PM

Recommendation is to maintain the current start times and review in two to four years.

Appendix A

School District Attendance Area Task Force

Focus of the Task Force:

This group will focus on developing elementary school district attendance areas. The task force also will work to develop a schedule of start and ending times for the schools in the district.

Vision Statement: The group will develop a vision statement regarding the understanding of demographic areas, equity, sleep research and other best practice. The vision statement will be the guiding statement to lead the work of the task force.

Specific Responsibilities:

- Develop scenarios for consideration for attendance areas and transportation schedules.
- Develop a recommendation to the administration for further review and to provide for a basis for a recommendation to the School Board.
- Agendas, minutes and information will be posted on the district's website.

Committee Composition:

- Representative staff members from each school.
- Central office team members and cabinet members as needed.
- Parent representatives, one each from elementary, middle and high school.

Lead Administrators:

- Dan Bacon - Director of Transportation and Student Safety
- Brandon Lunak - Assistant Superintendent of Finance and Operations
- Lynne Kovash - Superintendent

Time Frame:

- Begin work in July 2016.
- Determine plan for implementation with periodic reports to superintendent.
- Plan due October 2016 with initial plan for implementation.

Appendix B

Meeting Minutes

Attendance Area Task Force
Meeting Minutes
September 22, 2016
PCE 224

Attendance: Chris Martin, Joseph Smith, Christol Kendall Machart, David Hallman, Dr. Jeremy Larson, Josh Haag, Diana Johnson, Josh St. Louis, Dr. Lynne Kovash, Dan Bacon and Brandon Lunak.

The meeting was called to order at 4:03 p.m.

The committee reviewed the results of scenario three to make sure all the parameters were met.

The committee also reviewed the results of the sleep study presentation from the August 17 meeting. The committee felt the sleep research supports the later start times for the middle school.

The committee discussed the start and end times for the district and specifically discussed the Horizon campus. Dan Bacon, director of transportation and student safety, discussed based on his current analysis of the bus routes with scenario three that the Moorhead Schools would need one less bus route for the 2017-18 school year. The committee also discussed moving the start time later in the morning and having a later end time to help improve the dismissal at the end of the day. After hearing Dan Bacon and Jeremy Larson talk about how the dismissal at the end of the day has greatly improved, the committee recommended that start and end times in the district remain the same for the 2017-18 school year.

The committee also discussed the potential for afterschool programming at the Horizon campus. Programming such as intramurals, YMCA afterschool programming, and Community Education classes for students were discussed as potential programs.

The committee members felt they are ready to present the findings to the school board and selected the October 10 board meeting. Committee members who will be presenting at the October 10 board meeting are Dave Hallman, Christol Kendall Machart, Seema Khosla, Jeremy Larson and Dan Bacon.

The meeting was adjourned at 4:50 p.m.

Attendance Area Task Force
Meeting Minutes
August 17, 2016
PCE 224

Attendance: Jordan Franzen, Seema Khosla, Chris Martin, Joseph Smith, Christol Kendall Machart, David Hallman, Dr. Jeremy Larson, Josh Haag, Josh St. Louis, Dr. Lynne Kovash, Dan Bacon and Brandon Lunak.

The meeting was called to order at 4 p.m.

The committee reviewed the results of the August 2, 2016 meeting. The committee reviewed the parameters created at the previous meeting. The parameters that were reviewed were: globally efficient, natural boundaries, time on the bus, diverse population, as close to neighborhoods as possible, time of pick-up, run routes as efficiently as possible, target size of elementary school at 750 students, and financial responsibility.

Scenarios One and Two were reviewed from the August 2, 2016 meeting. Scenario One has the following students attending each school:

- Robert Asp: 562
- Ellen Hopkins: 804
- S.G. Reinertsen: 590
- New: 657

Scenario Two had the following results:

- Robert Asp: 630
- Ellen Hopkins: 746
- S.G. Reinertsen: 624
- New: 616

The committee felt based on the number of students at Hopkins and Reinertsen in scenarios number one and two need the need to create a scenario three. The committee directed staff to come up with a scenario that would allow for expansion at the new elementary and Reinertsen as the community is growing south and east. The committee also wants enrollment at Asp and Hopkins to be more balanced.

The committee was introduced to scenario three to address the concerns that existed in scenarios one and two. As a result of scenario three the number of students are as follows:

- Robert Asp: 699
- Ellen Hopkins: 706
- S.G. Reinertsen: 587
- New: 609

The committee after reviewing the results of scenario three determined this scenario best met the parameters created at the August 2 meeting.

Seema Khosla, committee member, presented on sleep research. The presentation was informative and the committee felt this research supports the current need for later start times at the middle school. The committee agreed Ms. Khosla should present this information when the committee presents to the school board.

The committee set the next meeting for September 22 at 4 p.m. in the PCE boardroom.

The meeting was adjourned at 5:10 p.m.

Attendance Area Task Force
Meeting Minutes
August 2, 2016
PCE 224

Attendance: Jordan Franzen, Seema Khosla, Chris Martin, Joseph Smith, Christol Kendall Machart, David Hallman, Josh Haag, Diana Johnson, Josh St. Louis, Dan Bacon and Brandon Lunak.

The meeting was called to order at 4 p.m.

The committee reviewed the July 17 meeting.

The committee reviewed the parameters that were as follows:

- Globally efficient
- Natural boundaries
- Time on the bus, diverse population
- As close to neighborhoods as possible
- Time of pick-up
- Run routes as efficiently as possible
- Target size of elementary school at 750 students
- Financial responsibility

Two scenarios were introduced to the committee members. The results of scenarios one and two are as follows:

Scenario One:

- Robert Asp: 562
- Ellen Hopkins: 804
- S.G. Reinertsen: 590
- New: 657

Scenario Two:

- Robert Asp: 630
- Ellen Hopkins: 746
- S.G. Reinertsen: 624
- New: 616

The committee discussed the results on scenarios one and two, and it was the thought of the committee that scenarios one and two did not meet the parameters set forth in the July 19, 2016 meeting. The committee requested that a scenario three be developed to better adhere to the parameters for the next meeting.

The next meeting was set for Wednesday, August 17, at 4 p.m. in the PCE boardroom. Meeting adjourned at 4:55 p.m.

Attendance Area Task Force
Meeting Minutes
July 19, 2016
PCE 224

Attendance: Jordan Franzen, Seema Khosla, Andy Rogers, Chris Martin, Joseph Smith, Christol Kendall Machart, Krista Timm, David Hallman, Dr. Jeremy Larson, Josh Haag, Diana Johnson, Josh St. Louis, Dan Bacon and Brandon Lunak.

The meeting was called to order at 4 p.m.

The committee members introduced themselves to each other.

Dr. Kovash introduced the charge statement to the group. This statement included the following:

1. Vision Statement
2. Specific Responsibilities
3. Committee Composition
4. Lead Administrators
5. Time Frame

Dr. Kovash introduced the committee to School Board Policy 510 Attendance Areas.

Dr. Kovash led the committee through the formation of the parameters. They are as follows:

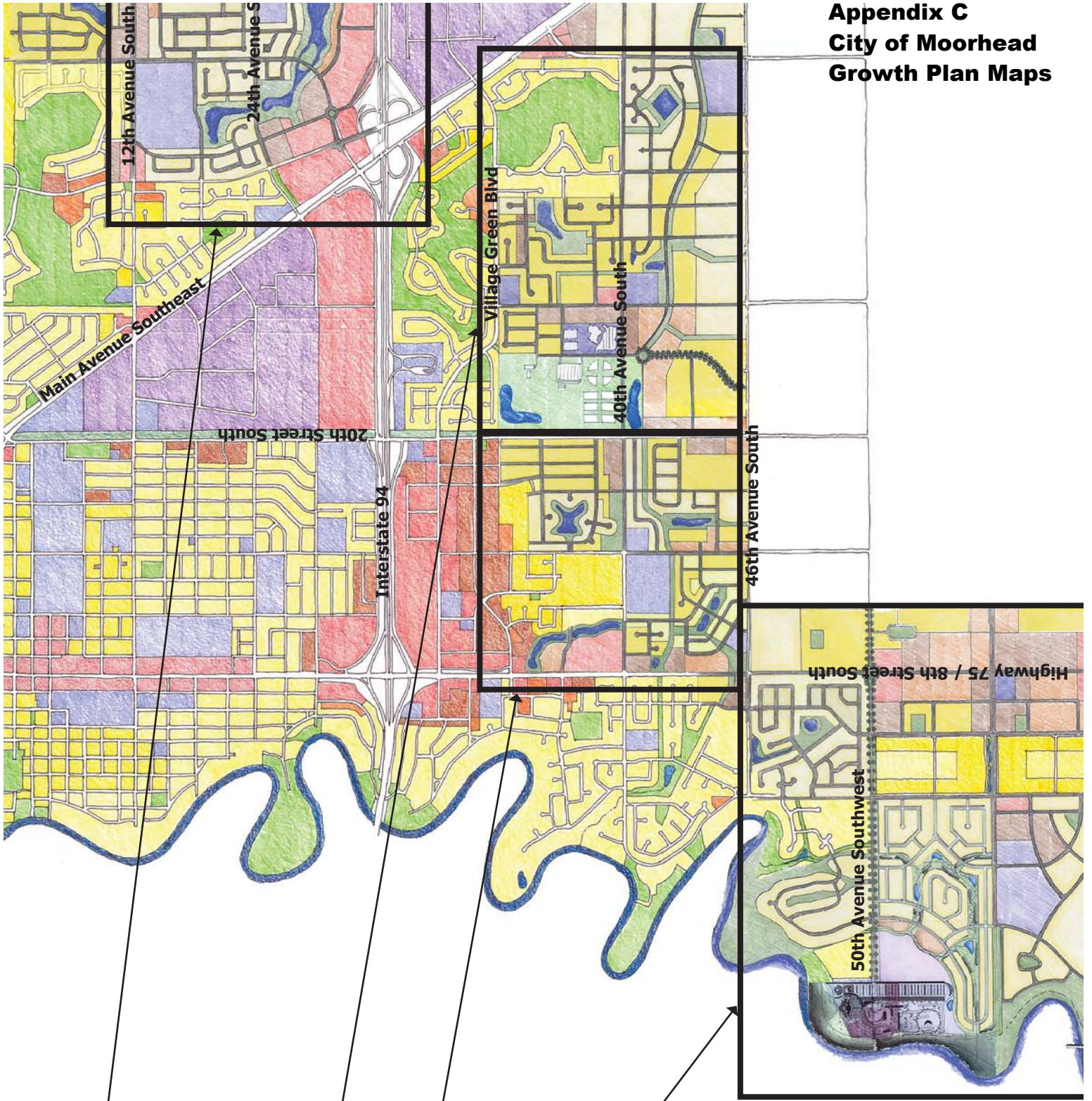
- Globally efficient
- Natural boundaries
- Time on the bus, diverse population
- As close to neighborhoods as possible
- Time of pick-up
- Run routes as efficiently as possible
- Target size of elementary school at 750 students
- Financial responsibility

Scenario One was introduced to the committee and after some discussion the committee wanted to create a second scenario to review.

The next meeting was set for August 2 at 4 p.m. in the PCE boardroom.

The meeting was adjourned at 5:05 p.m.

**Appendix C
City of Moorhead
Growth Plan Maps**

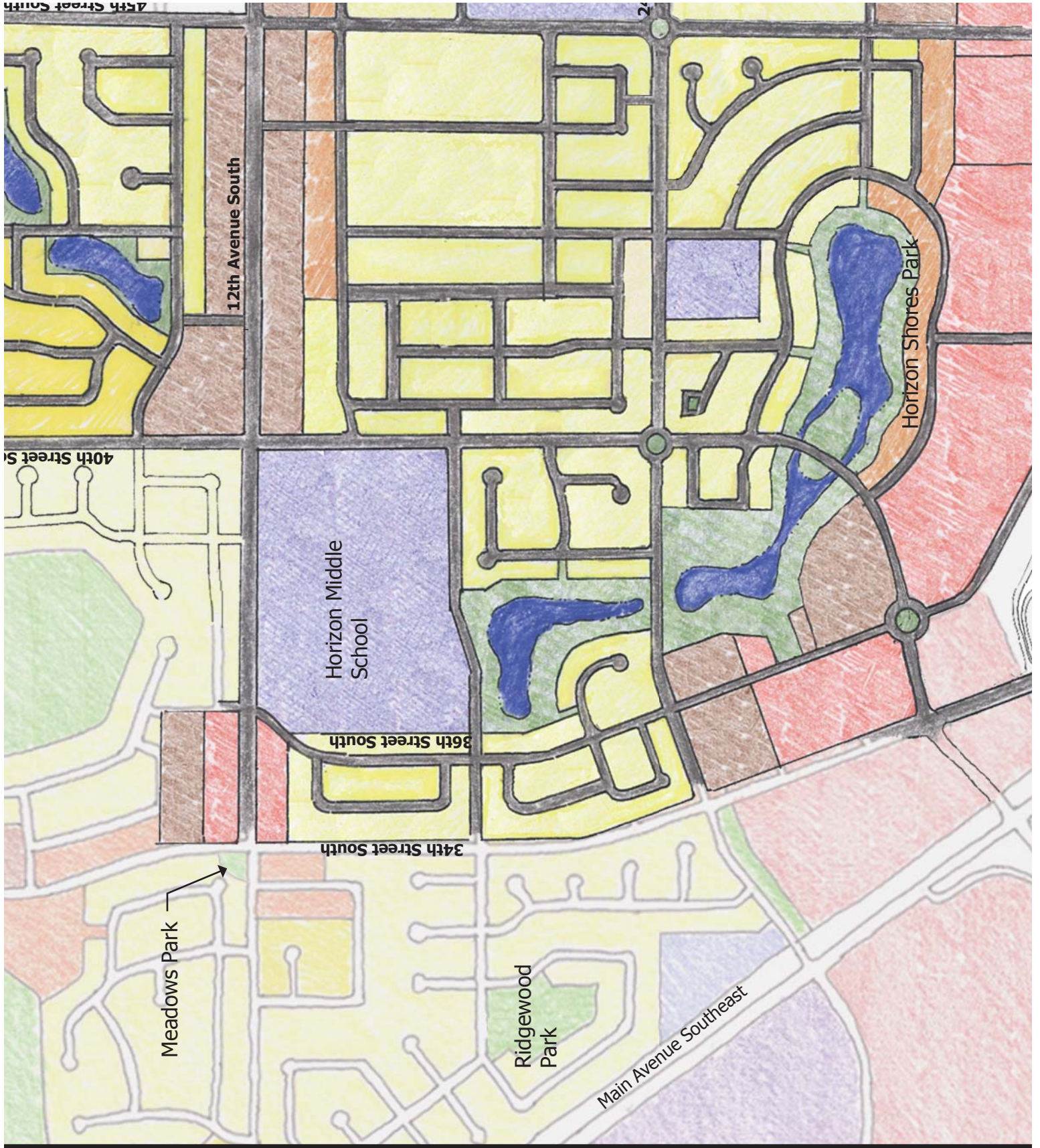


Northwest Area Plan

East Growth Area Plan

Central Growth Area Plan

Southwest Area Plan



Village Green Boulevard

Village Green Sixth Park

Village Green Golf C

40th Avenue South

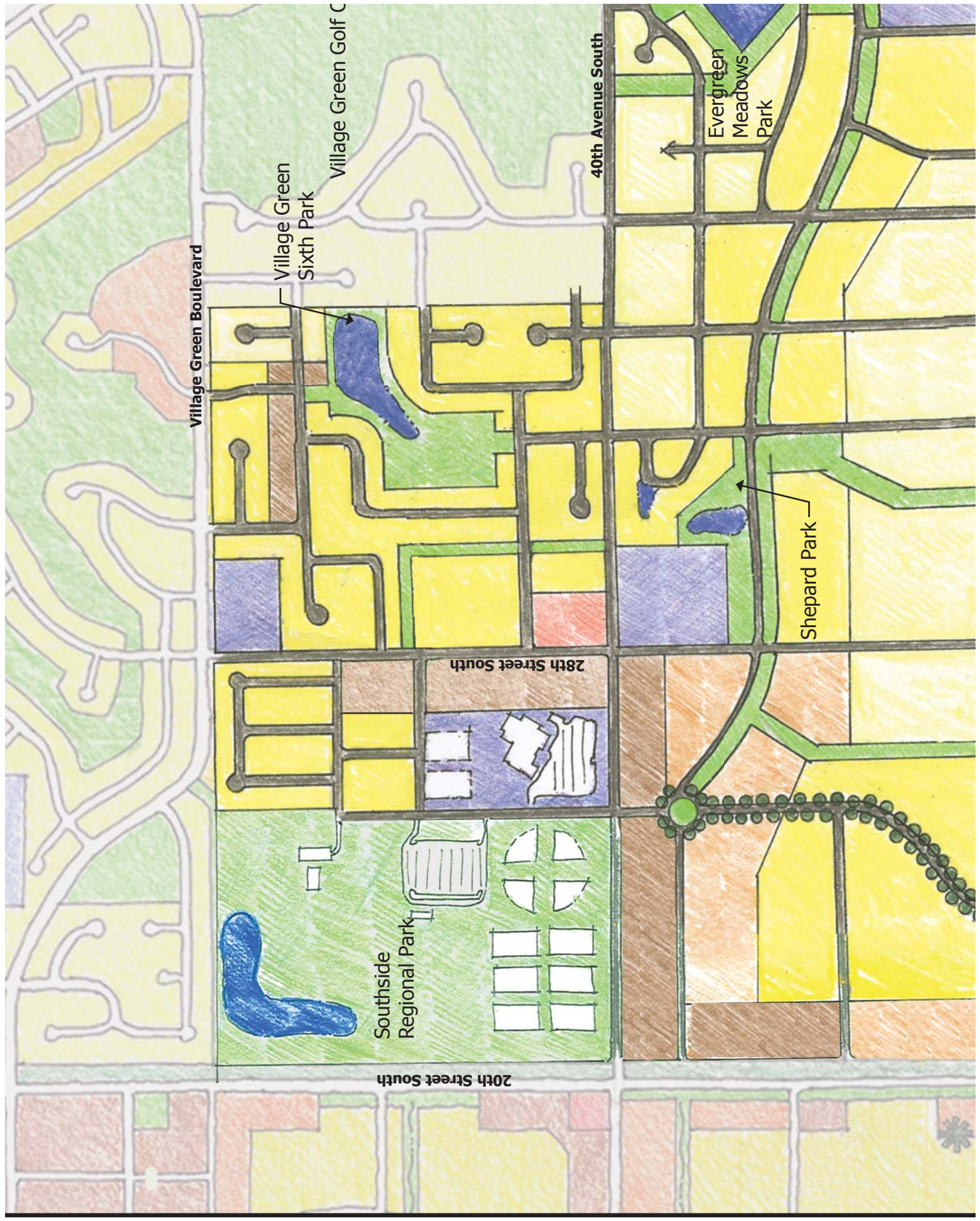
Evergreen Meadows Park

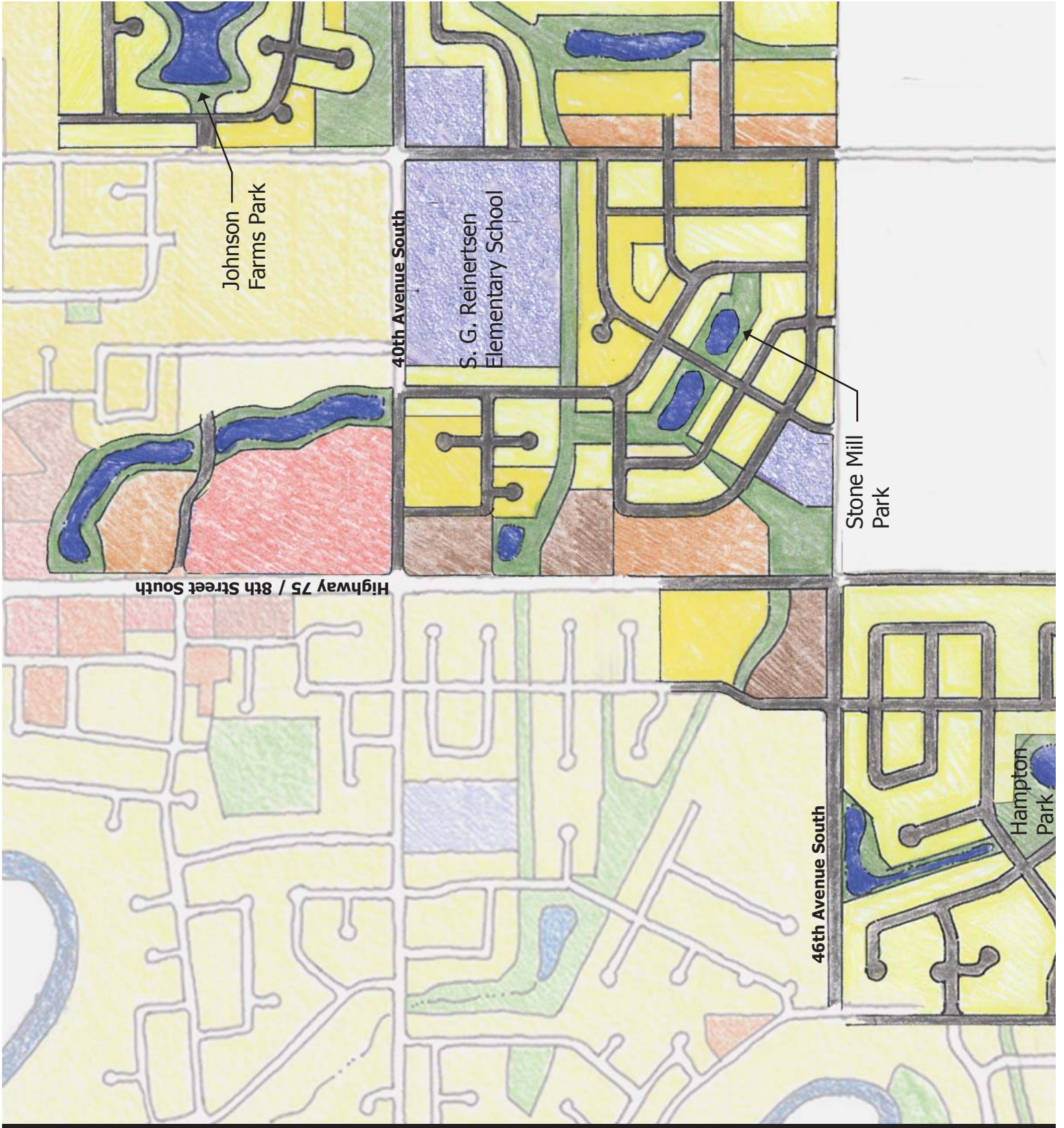
Shepard Park

28th Street South

Southside Regional Park

20th Street South





Johnson Farms Park

40th Avenue South

S. G. Reinertsen Elementary School

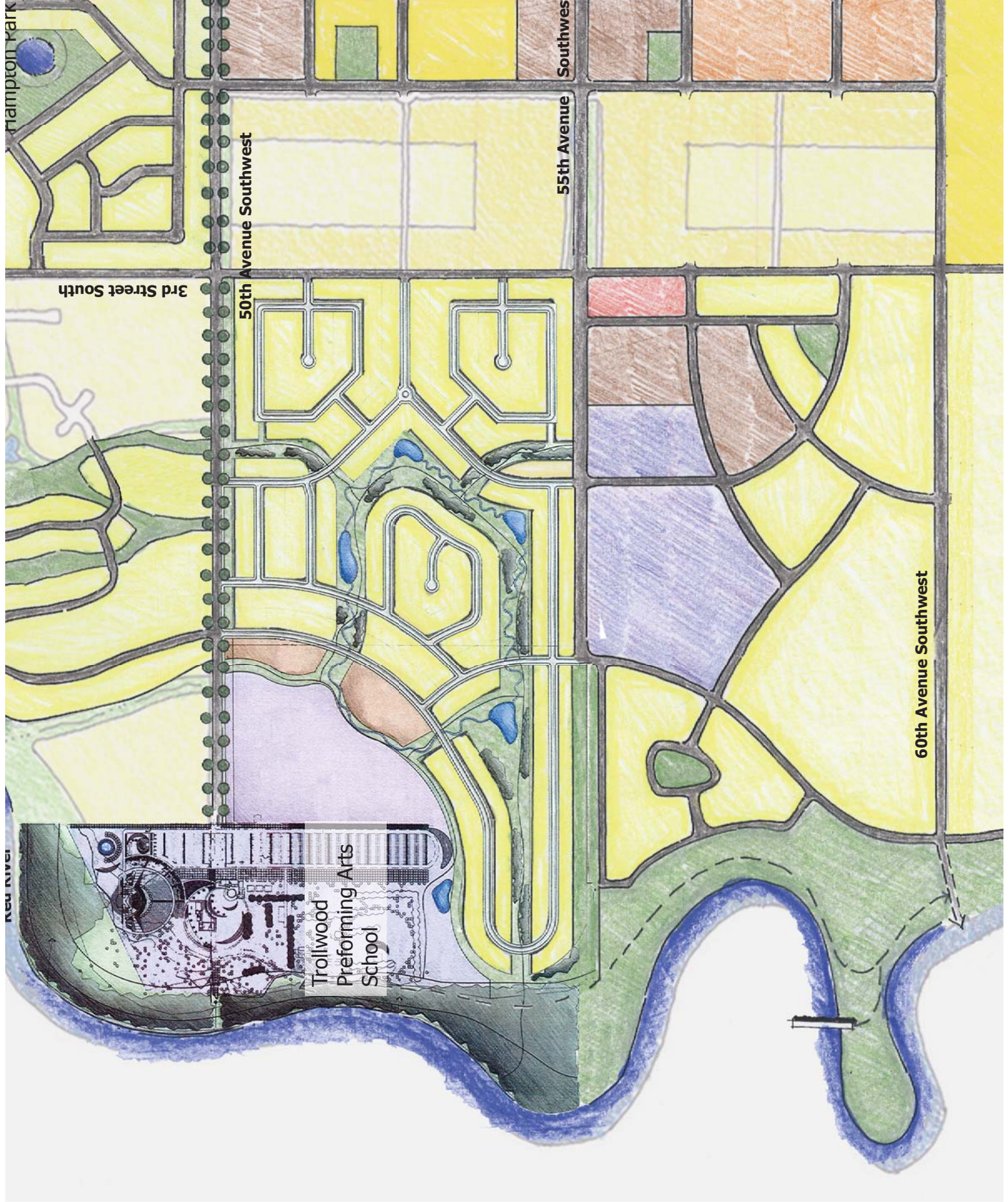
Stone Mill Park

Highway 75 / 8th Street South

46th Avenue South

Hampton Park





Hampton Park

Southwest

55th Avenue

3rd Street South

50th Avenue Southwest

60th Avenue Southwest

Red River

Trollwood
Performing Arts
School