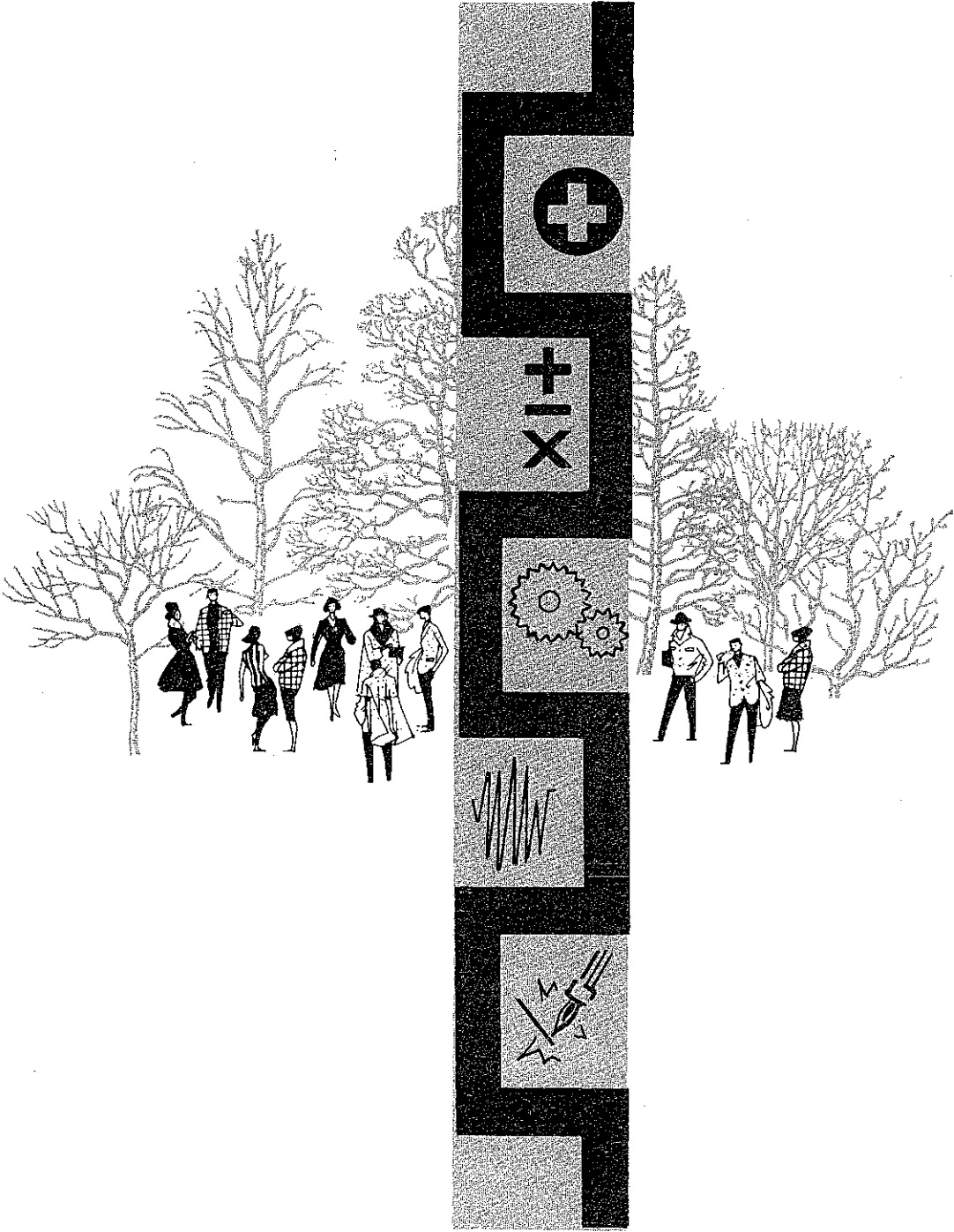


Quarterly Report



**Field Engineering
Corporation**

4/5th

QUARTERLY REPORT

October 1, 1970
through
December 31, 1970

UNITED TRIBES
EMPLOYMENT
TRAINING CENTER

Prepared by
BENDIX FIELD
ENGINEERING CORPORATION
A Subsidiary of
The Bendix Corporation
Columbia, Maryland 21043

January 20, 1971

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INTRODUCTION

This report covers the performance period of October 1 through December 31, 1970. The report is submitted in accordance with contract requirements.

The initial efforts during this reporting period were spent on adjusting operations necessitated by the phase-over of counseling, medical services, and security functions to the United Tribes. Unanticipated changes in operational mechanics required some rapid adjustments in contractor responsibility. However, only minimum disruption in routine was experienced.

Because of the phase-over of contractual responsibilities, this report covers only those activities under the cognizance of the Bendix Field Engineering Corporation.

Significant accomplishments this quarter include:

- Graduation of 13 students.
- Expansion of housing facilities.
- Acquisition of authority to purchase materials under the General Services Administration procurement system.
- Attainment of cost savings in excess of \$24,000.
- Implementation of a student work program.
- Major revision in course scheduling.
- Beginning of instruction on the new vocational programs of Human Services, Police Science, and Management Training.

Although the labor market is saturated at this time, placement of graduates was very good, and retention rate in employment of 80% has been realized thus far. Some discriminatory hiring practices were encountered but were overcome in most instances. It was necessary, however, for one trainee to file a discrimination complaint under the fair housing law, and investigation of the complaint was initiated by the cognizant federal agency.

OPERATIONS

37
13
24

COMMUNITY LIFE

During this reporting period, trainee arrivals numbered 50 persons, composed of 13 family units and 24 singles. Trainee population data is presented in Table I.

TABLE I. Trainee Population Status

TYPE	UNITS				POPULATION			
	(9/30/70)	INPUT	EXIT	(12/31/70)	MALE	FEMALE	CHILDREN	TOTAL
SOLO	9	0	3	6	0	6	12	18
FAMILY	24	13	11	26	26	26	62	114
SINGLE	33	24	13	44	26	18	0	44
TOTALS	66	37	27	76	52	50	74	176

TRAINEE HOUSING

The United Tribes were successful in obtaining 21 homes from the Job Corps Center in Dickinson, North Dakota. These homes were moved to UTETC during this quarter, and acceptance of the homes was completed on December 11, 1970. Three of the housing units were occupied immediately upon acceptance. The interiors of the remaining 18 homes are presently being completed under a student work program initiated in December. (This program is reported in the Support Services section of this report.) A target date of January 15, 1971 has been established for the homes to be ready for occupancy.

All other available housing units on the Center are presently occupied. In addition, there are six families residing in Bismarck under the Halfway House program. Periodic inspections have revealed an overall improvement in the condition of the homes.

The dormitories on the Center are presently occupied by 26 in the men's dorm and by 18 in the women's dorm. Weekly inspections have shown a great deal of improvement in the room conditions. These inspections have created a sense of competition among the dormitory residents, and there is evidence of a happier atmosphere.

33
24
57
13
44

A more efficient utilization of the dormitory prefects was realized this quarter by assigning them the duty of monitoring the telephones after normal work hours and on weekends. This realignment of duty negated the need to employ additional help, and as a result a cost savings of over \$7,000 was realized.

RECREATION

Participation in recreational activities is high, both on and off the Center. Programs for adults and children were revised to provide more comprehensive recreation for every age group. Adult programs include basketball, bowling, weight lifting, and swimming. Children participate in the swimming program, 4-H Club, scouting, and general recreation.

Basketball, one of the most popular sports in any Indian community, has received the greatest enthusiasm among the students. Three Center teams, two men's and one women's, were organized during this quarter. The teams are scheduled into league play in Bismarck. An all Indian tournament was sponsored by the Recreation Department in December with eight teams from surrounding reservations participating. The UTETC team showed their ability by winning the tournament. With the interest shown thus far, it is planned to make the tournament an annual affair to be titled the "Chairman's Trophy Tournament."

The swimming program is in full swing now that the renovations to the pool have been completed. Contractual arrangements were made with the local YMCA, which allows all students and their children to participate in the classes conducted by the "Y." This program has been well received by all concerned. An agreement has also been made with the State Industrial School of Mandan (SIS) whereby the UTETC basketball team may use the gymnasium facilities of the school for home games in exchange for the use of the pool by SIS students one day a week.

Bowling instruction was offered to UTETC students during this quarter. Many had never attempted this sport before, but found that bowling provides a great deal of entertainment and physical exercise. As a result of the interest shown by the students, a bowling league was begun. From all indications, the students are really enjoying this activity.

A highlight of this quarter was the annual flag football game between the students and staff. The staff won the game and was awarded the trophy, which will be held until next year's game. This event is thoroughly enjoyed by all.

Weight lifting for men and judo lessons for women were also offered this quarter. The weight lifting program is held twice a week. The judo program was well received for the first six weeks of this quarter, but the interest shown was slight after this time, and the program was discontinued.

The student's children were very active during the quarter, participating in all sorts of activities. The City Recreation Department offers a varied recreation program including games, basketball, volley ball, and various other activities geared to the children's interest. To take advantage of this program, all interested Center children are transported to the City Recreation Center one night a week. The children really look forward to going to the "Rec."

The scouting program, which was discontinued during the summer, was reinstated in November. Enthusiasm by the boys remained high during the period of inactivity, and a good turnout was shown at the initial meeting. A room on the Center was set aside for the exclusive use of the scouts.

The boys were urged to select a work project of interest to them. After several alternatives were suggested by their leader, the boys chose to work on a candle making project. Since the Christmas season was near, the boys made decorative center pieces. This project was quite successful.

A new program for the children was begun in October. The Warriors 4-H Club was organized and established for the benefit of all Center children over eight years old. At present 15 members are enrolled and meet every two weeks.

The girls are working on a Clover Project which includes sewing, cooking, and home management. The boys are enjoying their participation in a woodworking project. 4-H is an ideal activity for children because it offers a variety of projects to help build strong character.

On December 22, Santa Claus visited UTETC at the annual Christmas party for Center children. His bag was full of toys and surprises for all the boys and girls. Santa and his helpers brought much joy and happiness to the youngsters.

Table II presents the recreational activities for this quarter.

TABLE II RECREATION ACTIVITIES

Oct. 1	Basketball at Cannon Ball
Oct. 2	Homecoming at Fort Yates - entered a float
Oct. 3	Social dance for students and staff
Oct. 11	Honor Guard by veterans (students) at Fort Yates
Oct. 13	Honor Guard by students (veterans) at Shields, North Dakota, - church choir at graveside services for deceased tribal chairman
Oct. 16	Billie Mills Day - Olympic Gold Medal winner
Oct. 17	Basketball at Cannon Ball
Oct. 23	Basketball game with Cannon Ball at Mandan
Oct. 24	Annual flag football game - staff versus students
Oct. 25	Basketball game with Fort Yates at Mandan
Oct. 31	Students and staff Halloween party
Nov. 1	Basketball game with Little Eagle, South Dakota, at Mandan
Nov. 8	Basketball game at Fort Yates
Nov. 14	Rodeo - Parade - Bismarck J. C.
Nov. 14/15	Basketball tourney at Bull Head, South Dakota
Nov. 18	Basketball-Commercial league - United Tribes versus Rebels
Nov. 25	Basketball-Commercial league - United Tribes versus Poppers
Nov. 26	Thanksgiving dinner - staff and students
Nov. 27	Scenic drive for new students
Dec. 1	Basketball - City league - United Tribes versus American Legion
Dec. 2	Basketball - City league - United Tribes versus Trotters
Dec. 6	Basketball - Bullhead, South Dakota versus United Tribes at Mandan
Dec. 9	Basketball - City league - United Tribes versus Tribune
Dec. 10	Basketball - Commercial league - United Tribes versus Road Runners

TABLE II RECREATION ACTIVITIES (Cont.)

Dec. 12/13	United Tribes Invitational Basketball Tournament
Dec. 16	Basketball - Commercial league - United Tribes versus Losers; City league - United Tribes versus Elbow Room
Dec. 17	Basketball - City league - United Tribes versus Jolly George
Dec. 18	Staff Christmas party
Dec. 22	Christmas party - staff, students, and children
Dec. 23	Children's Christmas party; basketball - Commercial league - United Tribes versus Braves
Dec. 24 to Jan 4	Christmas vacation

STUDENT GOVERNMENT

The activity of this group during this quarter was concentrated on drafting a new constitution and set of by-laws. The draft was presented to the student body for discussion in December. Although most of the provisions were accepted, there were some which require revision. The constitution committee is presently working on these changes for presentation to the student body early in 1971. Both the United Tribes and Bendix are enthused over the avid participation of the students in Center affairs.

Other functions of the Student Government this quarter included:

- Election of officers and directors.
- Sponsorship of a rummage sale with proceeds supporting the children's Christmas party.
- Formation of the Center choir.
- Establishment of a student center for after school hours relaxation.
- Continuation of the management of the canteen and barber shop.

ARTS AND CRAFTS

Making Christmas gifts kept interest high in the ceramic class. Approximately 50 students are now attending regular classes twice a week, and to accommodate this group it was necessary to open the ceramic shop on Saturday afternoons. The more advanced students are starting in a new phase called "special effects," which includes staining, antiquing, and more detailed work. It is planned that some students will begin working with molding clay, forming items with their hands rather than using molds.

The addition of more molds and the purchase of stains and glazes contributed to the continued success of this program. A pouring table was built by the students of the Building Maintenance Department.

Painting was offered during this quarter in the Arts & Crafts program. An afternoon class was held on a temporary basis, in which eight men enrolled. This class now meets on a permanent basis in the evenings and is open to all interested adult students. Both men and women are finding new enjoyment in this art form.

Students work mainly in oils, but other mediums open to creative exploration are acrylics, water, pastels, charcoal, and pen and ink.

An exhibit consisting of 37 paintings and drawings was held on the Center during the month of November. Some students sold their work, but most kept them and placed them in their homes.

PERSONAL DEVELOPMENT

Personal Development courses continue to provide the student with instruction in areas which should prove useful to him upon departure from the Center. Courses offered this quarter include:

- Foods and Nutrition. This is a basic course in nutrition and food preparation. It also covers dieting, feeding of young children, cleaning and caring for appliances, and home entertaining.
- Personal Finance. This course is required of all students and covers five objectives: getting the most out of the dollar, concepts of gross take-home pay, buying wisely, understanding consumer credit, and overall development of thrift.
- Human Relations. This course was designed to provide individuals with the social skills necessary to deal with others in a work setting. The class is a "live action" program consisting of visual aides and real, interpersonal problem solving techniques. The students are given the opportunity to test personal perception and feelings in a small group whereby they can attain skills in sharing ideas with others.

During this quarter, Personal Development initiated a new program entitled "Personal Enrichment." The purpose of this program is to provide the student with an awareness of happenings locally, nationally, or internationally which affect every human being. Through the use of selected films, guest speakers, and frank discussions the student will be assisted to better contribute to society. The program is open to all interested students who have achieved their GED certificate, and participation is on a voluntary basis.

At the present time, a system is being developed that will assist the student in making a smooth transition from Center life. Those who are approximately one month from graduation will meet with Personal Development personnel and discuss possible problems which may arise upon departure from the Center. A check list in the form of a questionnaire is being devised as a result of feedback received from recent graduates.

A recent addition to the Personal Development staff is a part time Home Economist, who besides teaching, will be responsible for working with students in their homes, participating in Center orientation, and performing follow-up after home inspections.

To provide surroundings which are similar to actual conditions and to provide an atmosphere most conducive to the learning process, Personal Development was moved to a central area. The new facilities include a kitchen and living room area, a sewing area, two classrooms, and a library.

ADULT BASIC EDUCATION

The Performance Objective System for evaluating student progress was completed this quarter. Under this system, each A.B.E. program consists of defined objectives that must be completed to attain a specific educational level. Each student is knowledgeable of those performance objectives he must do to successfully progress through the A.B.E. program in which he is enrolled. This system allows the trainee to progress at his own rate, and as he completes a prescribed course by meeting the objectives, he proceeds to a higher level of education. When his goal is reached, he has completed Adult Basic Education.

Past experience has indicated a need for students enrolled in Programs R, I, and II to have more time allowed in basic education in order to progress to a more beneficial level. To meet this need, a revised schedule of instruction was made effective in October 1970. The schedule provides for morning classes in Programs R, I, and II and for afternoon classes in Program III and G.E.D. graduates. It also provides the G.E.D. graduates with a choice of three activities:

- To participate in vocation-related work experience to a greater degree.
- To assist in the Child Development Center.
- To perform advanced, individualized study when not practicing vocational skills.

Vocationally, the students benefit by an instructional program that meets their individual needs and abilities. Consequently, the more advanced students spend a minimum of time in basic education and maximum time in vocational training and/or related work experience where their skills are more fully developed.

During this quarter, 12 students received their G.E.D. certificates. This brings the total G.E.D. attainments to 41 since the existence of U.T.E.T.C. Needless to say, there is a great sense of pride by both students and staff in the realization of this achievement. North Dakota Department of Public Instruction officials and the G.E.D. test proctors commented favorably on the preparedness and the consistently high scores achieved by U.T.E.T.C. students.

Table III presents the enrollment data for the various A.B.E. programs and indicates the population changes which have occurred since September 30, 1970.

VOCATIONAL

Activities within the Vocational Education Department were numerous and encompassed a wide range of topics throughout the quarter. Major achievements were the commencement of new vocational programs, the completion of vocational performance objectives, and the graduation of 13 students from the vocational program.

The Human Services course began this quarter. It is designed to prepare individuals for paraprofessional skills, such as counselor aides, dormitory aides, and social worker aides. Subjects covered include

- Interviewing techniques.
- Basic child psychology.
- Basic adolescent psychology.
- Group leadership skills.

Additionally, the students will participate in related work experience off-Center. Students enrolled in Human Services are actively involved in the orientation of new students to the vocational program. During the orientation period, Human Services students administer the vocational pre-test for the course selected by the new enrollees.

Another new course offered this quarter is the Police Science program. The students enrolled in this course are being prepared for basic law enforcement positions. Subjects covered are:

- Criminal and accident investigation.

TABLE III ADULT BASIC EDUCATION ENROLLMENT DATA

PROGRAM/STATUS POPULATION						
	R	I	II	III	* NOW EDUCATION	TOTALS
Beginning of Quarter		3	22	27	40	92
Increases:						
New Arrivals		1	17	23	6	47
Advancements		0	2	13	5	20
Course Revisions		0	0	3	0	3
G. E. D.		0	0	0	12	12
Total Increases		<u>1</u>	<u>19</u>	<u>39</u>	<u>23</u>	<u>82</u>
Subtotal		<u>4</u>	<u>41</u>	<u>66</u>	<u>63</u>	<u>174</u>
Decreases:						
Terminations		1	10	5	8	24
Graduations		0	0	3	10	13
Advancements		2	14	15	1	32
Course Revisions		0	0	0	3	3
Total Decreases		<u>3</u>	<u>24</u>	<u>23</u>	<u>22</u>	<u>72</u>
End of Quarter		<u>1</u>	<u>17</u>	<u>43</u>	<u>41</u>	<u>102</u>

47 see top of page 3 for total of 50

13 14

*Includes vocation related experience (19), supervised study (21), and other (1).

- Physical training.
- Administration and policy.

As with other vocational programs, the students will receive related work experience during the training period.

Tentative schedules for the Management Training program for tribal and reservation personnel are presently being prepared. This program is a totally new and unique means of providing comprehensive and compact management training for tribal officials and employees. Through the use of seminars, this program will blend sound management principles with a fresh approach in instructional techniques. The seminars are divided into three major areas:

- Elements of Management.
- Elements of Supervision.
- Specialized Management and/or Supervision.

The first two segments are basic in design and provide the foundation necessary for the final segment. Each seminar is scheduled to be conducted in two-day sessions, and their content will explore effective methods related to the purpose, responsibilities, functions, and current techniques available to management. Specialized seminars will be conducted on specific subjects as requested by the tribal organization.

During this quarter, the performance objectives for vocational education were completed. This system of performance reporting not only provides a clearly stated set of standards necessary for student completion, but it also makes it possible for the students to work at their own ability rate as well as permitting those who have had previous training to move more rapidly through the course.

The third major achievement this quarter was the graduation of 13 students from the vocational program. A listing of graduates this quarter and the actual number of months to complete the program is presented in Table IV. These graduates bring the total completions to 36 since the inception of U. T. E. T. C.

Complementing these major achievements are a number of contributions made by existing vocational programs. These activities were performed by students and were accepted by the instructors for specific training value. The main contributions in the vocational areas are:

- Auto Body. Students were involved with 12 work orders, including complete body preparation and repainting the Center maintenance vehicles. The students also

TABLE IV VOCATIONAL GRADUATES - QUARTER ENDED 12/31/70

Student Number	Course	Start Date	Completion Date	Months to Complete
20 SM	Auto Mech ✓	11/20/69	10/2/70	10.3
23 mm	Auto Body ✓	11/20/69	12/4/70	13.5
31 MW	Nurse Aide	11/20/69	10/9/70	10.5
32 mm	Auto Body ✓	11/20/69	10/9/70	10.5
33 SM	Auto Mech ✓	12/5/69	10/2/70	10.0
40 SW	Bus/Cler	12/12/69	11/6/70	10.7
44 MW	Nurse Aide	1/12/70	11/23/70	10.0
50 mm	Agri-Bus ✓	1/16/70	10/30/70	9.5
51 MW	Agri-Bus ✓	1/16/70	12/4/70	10.7
52 mm	Bus/Cler	1/16/70	12/18/70	11.0
53 MW	Bus/Cler	1/16/70	12/20/70	11.0
58 MW	Nurse Aide	2/2/70	10/2/70	8.0
64 MW	Bldg Maint ✓	2/13/70	12/18/70	10.0

repaired and repainted wall lockers and other student equipment, as well as replaced door glass in the Center bus.

- Auto Mechanics. The automotive students performed five tune-ups and one engine overhaul on "live" vehicles. They also repaired a power steering unit and replaced several tail pipes. The students overhauled five engines, three differentials, two automatic and two standard transmissions, and performed two valve jobs on classroom training equipment.
- Building Maintenance. The students were given practical experience in preparing estimates for materials and supplies to repair the housing unit that was damaged by fire. They also completely remodeled the Human Services and Police Science classrooms. Renovations included moving partitions, installing paneling, painting the trim, refinishing the floors, and rearranging electrical outlets.
- Welding. New welding tables with overhead welding positioning attachments were constructed by the students. Other achievements included fabricating and painting a cutting table and welding repairs on the Center snow plow and the water line in the swimming pool.
- Nurse Aide. Students are actively involved in work experience at a local hospital and nursing home. They are also preparing a medical program to be presented to the staff of the Child Development Center. The program will include visual presentations, practical demonstrations, and lectures by Nurse Aide students.
- Business Clerical. These students have processed approximately 550 clerical reproduction requests this quarter, a function which provides valuable instruction in the use of reproduction equipment. Work experience is being achieved on the Center by assigning students to the administration offices where they gain actual office experience. The students also publish the Center newspaper, KEYAPI, approximately 400 copies of which are printed and distributed each month.
- Food Service. Students enrolled in this course are involved with the actual planning, preparing, and serving of all meals in the Center cafeteria. Each meal is planned for approximately 100 to 150 people per day.

Enrollment data is shown in Table V. The individual student progress is presented in Table VI.

CHILD DEVELOPMENT

The present enrollment in the Child Development Center (CDC) is:

Nursery	28
Preschool I	16
Preschool II	11

The CDC continues to function on the premise that each child who enters its doors be given every opportunity to progress physically, to adjust socially, and to expand mentally. Each area within the CDC is specifically designed to meet these goals.

TABLE V VOCATIONAL ENROLLMENT DATA

	Police Science	Human Services	Agri-Bus.	Auto Mech.	Auto Body	Bldg. Maint.	Bus./Cler.	Food Serv.	Nurse Aide	Welding	Other	Total
Beginning of Quarter	0	0	2	9	9	7	36	4	16	6	3	92
Add:												
New Arrivals	2	2	0	6	6	5	11	3	10	1	1	47
Revisions	1	4	0	0	0	0	0	0	1	2	3	11
Total Additions	3	6	0	6	6	5	11	3	11	3	4	58
Deduct:												
Terminations	-	-	0	2	2	0	11	1	5	1	2	24
Graduations	-	-	2	2	2	1	3	0	3	0	0	13
Revisions	-	-	0	3	1	0	3	0	2	0	2	11
Total Deductions	-	-	2	7	5	1	17	1	10	1	4	48
End of Quarter	3	6	0	8	10	11	30	6	17	8	3	102

TABLE VI VOCATIONAL STUDENT PROGRESS CHART

TRAINEE NO.	SKILL AREA	DATE STARTED	PERCENTAGE OF VOCATIONAL COMPLETION										ESTIMATED COMPLETION DATE
			10%	20%	30%	40%	50%	60%	70%	80%	90%	100%	
1.	BUILDING MAINTENANCE	9/8/69	CENTER COMPLETION - 8/7/70										
2.	BUSINESS/CLERICAL	9/8/69	CENTER COMPLETION - 9/4/70										
3.	BUSINESS/CLERICAL	9/8/69	CENTER COMPLETION - 9/4/70										
9.	BUSINESS/CLERICAL	9/15/69	CENTER COMPLETION - 9/25/70										
10.	NURSE AIDE	9/15/69	CENTER COMPLETION - 8/14/70										
11.	BUILDING MAINTENANCE	9/15/69	CENTER COMPLETION - 8/14/70										
12.	NURSE AIDE	10/14/69	CENTER COMPLETION - 9/11/70										
13.	NURSE AIDE	10/14/69	CENTER COMPLETION - 9/11/70										
14.	BUILDING MAINTENANCE	10/14/69	CENTER COMPLETION - 8/28/70										
15.	NURSE AIDE	10/14/69	CENTER COMPLETION - 8/28/70										
20.	AUTO MECHANIC	11/20/69	CENTER COMPLETION - 10/2/70										
22.	NURSE AIDE	11/20/69	TERMINATED - 9/25/70										
23.	AUTO BODY	11/20/69	CENTER COMPLETION - 12/4/70										
24.	NURSE AIDE	11/20/69	CENTER COMPLETION - 9/25/70										
25.	BUILDING MAINTENANCE	11/20/69	CENTER COMPLETION - 9/25/70										
26.	AUTO BODY	11/20/69	CENTER COMPLETION - 9/25/70										
27.	BUSINESS/CLERICAL	11/20/69											1/29/71
31.	NURSE AIDE	11/20/69	CENTER COMPLETION - 10/9/70										
32.	AUTO BODY	11/20/69	CENTER COMPLETION - 10/9/70										
33.	AUTO MECHANIC	12/5/69	CENTER COMPLETION - 10/2/70										
36.	BUSINESS/CLERICAL	12/12/69											2/5/71
37.	WELDING	12/12/69											1/18/71
40.	BUSINESS/CLERICAL	12/12/69	CENTER COMPLETION - 11/6/70										
43.	AUTO MECHANIC	1/12/70											1/22/71
44.	NURSE AIDE	1/12/70	CENTER COMPLETION - 11/23/70										
45.	NURSE AIDE	1/12/70	TERMINATED - 7/31/70										
48.	BUSINESS/CLERICAL	1/12/70											1/8/71
49.	WELDING	1/12/70											1/8/71
50.	AGRI-BUSINESS	1/16/70	CENTER COMPLETION - 10/30/70										
51.	AGRI-BUSINESS	1/16/70	CENTER COMPLETION - 12/4/70										
52.	BUSINESS/CLERICAL	1/19/70	CENTER COMPLETION - 12/18/70										
53.	BUSINESS/CLERICAL	1/19/70	CENTER COMPLETION - 11/20/70										
55.	NURSE AIDE	1/26/70	TERMINATED - 8/21/70										
56.	AUTO MECHANIC	1/26/70	TERMINATED - 8/21/70										
57.	POLICE SCIENCE	10/5/70											9/17/71
58.	NURSE AIDE	2/2/70	CENTER COMPLETION - 10/2/70										
59.	NURSE AIDE	2/2/70	TERMINATED - 7/31/70										
64.	BUILDING MAINTENANCE	2/13/70	CENTER COMPLETION - 12/18/70										
65.	AUTO MECHANIC	2/13/70	TERMINATED - 8/4/70										
66.	BUILDING MAINTENANCE	2/13/70											9/17/71
67.	BUILDING MAINTENANCE	2/13/70											2/19/71

TABLE VI VOCATIONAL STUDENT PROGRESS CHART (Cont.)

TRAINEE NO.	SKILL AREA	DATE STARTED	PERCENTAGE OF VOCATIONAL COMPLETION										ESTIMATED COMPLETION DATE
			10%	20%	30%	40%	50%	60%	70%	80%	90%	100%	
69.	BUSINESS/CLERICAL	2/16/70	TERMINATED 12/7/70										2/19/71
70.	BUSINESS/CLERICAL	2/16/70	TERMINATED 12/7/70										
71.	FOOD SERVICE	2/20/70	CENTER COMPLETION - 9/18/70										
72.	BUSINESS/CLERICAL	3/2/70	[Progress bar to 80%]										1/29/71
73.	BUSINESS/CLERICAL	3/2/70	[Progress bar to 80%]										1/29/71
74.	BUSINESS/CLERICAL	3/2/70	[Progress bar to 80%]										1/15/71
76.	NURSE AIDE	3/2/70	[Progress bar to 80%]										2/12/71
79.	WELDING	3/13/70	[Progress bar to 70%]										3/5/71
80.	WELDING	3/13/70	TERMINATED - 11/30/70										
81.	NURSE AIDE	3/16/70	TERMINATED 11/30/70										
82.	BUSINESS/CLERICAL	3/16/70	TERMINATED - 8/31/70										
83.	BUSINESS/CLERICAL	3/16/70	[Progress bar to 80%]										2/15/71
84.	BUILDING MAINTENANCE	3/13/70	[Progress bar to 80%]										2/19/71
86.	BUSINESS/CLERICAL	3/16/70	[Progress bar to 70%]										3/5/71
87.	WELDING	3/13/70	[Progress bar to 80%]										2/5/71
88.	BUSINESS/CLERICAL	3/23/70	[Progress bar to 70%]										3/26/71
89.	BUSINESS/CLERICAL	3/23/70	[Progress bar to 70%]										3/26/71
93.	FOOD SERVICE	3/30/70	TERMINATED 12/31/70										
94.	BUSINESS/CLERICAL	3/30/70	TERMINATED 12/31/70										
95.	NURSE AIDE	3/30/70	TERMINATED - 10/5/70										
96.	BUSINESS/CLERICAL	4/10/70	UNDETERMINABLE - AWOL										
97.	NURSE AIDE	4/14/70	[Progress bar to 80%]										2/19/71
98.	AUTO BODY	4/10/70	[Progress bar to 70%]										3/5/71
99.	BUSINESS/CLERICAL	4/10/70	TERMINATED 10/5/70										
100.	AUTO MECHANIC	4/17/70	TERMINATED - 7/31/70										
101.	NURSE AIDE	4/17/70	[Progress bar to 80%]										2/19/71
102.	UNASSIGNED	4/17/70	[Progress bar to 80%]										
103.	BUILDING MAINTENANCE	4/17/70	[Progress bar to 40%]										6/11/71
104.	FOOD SERVICE	4/29/70	TERMINATED - 11/30/70										
105.	BUSINESS/CLERICAL	5/8/70	[Progress bar to 70%]										4/2/71
106.	NURSE AIDE	5/18/70	[Progress bar to 70%]										3/19/71
107.	AUTO BODY	5/18/70	[Progress bar to 70%]										3/19/71
108.	BUSINESS/CLERICAL	5/22/70	TERMINATED - 8/31/70										
109.	BUSINESS/CLERICAL	5/22/70	[Progress bar to 70%]										4/2/71
112.	AUTO MECHANIC	6/5/70	[Progress bar to 70%]										4/9/71
113.	FOOD SERVICE	6/5/70	TERMINATED - 7/15/70										
114.	BUSINESS/CLERICAL	6/11/70	TERMINATED - 10/5/70										
115.	BUSINESS/CLERICAL	6/11/70	[Progress bar to 70%]										4/23/71
116.	BUSINESS/CLERICAL	6/11/70	TERMINATED 12/31/70										
117.	BUILDING MAINTENANCE	6/30/70	[Progress bar to 70%]										4/23/71

TABLE VI VOCATIONAL STUDENT PROGRESS CHART (Cont.)

TRAINEE NO.	SKILL AREA	DATE STARTED	PERCENTAGE OF VOCATIONAL COMPLETION										ESTIMATED COMPLETION DATE
			10%	20%	30%	40%	50%	60%	70%	80%	90%	100%	
118.	NOT ASSIGNED	6/30/70	TERMINATED - 10/8/70										
119.	AUTO MECHANIC	6/30/70	TERMINATED - 8/31/70										
120.	BUSINESS/CLERICAL	7/6/70	FISCAL YEAR 1971										6/4/71
200.	FOOD SERVICE	7/14/70	FISCAL YEAR 1971										6/18/71
201.	BUSINESS/CLERICAL	7/14/70	FISCAL YEAR 1971										4/2/71
202.	FOOD SERVICE	7/14/70	FISCAL YEAR 1971										4/30/71
203.	NOT ASSIGNED	7/14/70	FISCAL YEAR 1971										
204.	NURSE AIDE	7/14/70	TERMINATED - 8/31/70										
205.	AUTO MECHANIC	7/14/70	TERMINATED - 8/31/70										
206.	BUSINESS/CLERICAL	7/14/70	FISCAL YEAR 1971										4/30/71
207.	AUTO MECHANIC	7/14/70	FISCAL YEAR 1971										5/14/71
208.	NURSE AIDE	7/16/70	FISCAL YEAR 1971										5/28/71
209.	BUSINESS/CLERICAL	7/27/70	FISCAL YEAR 1971										5/7/71
210.	WELDING	7/27/70	TERMINATED - 8/31/70										
211.	BUSINESS/CLERICAL	7/30/70	TERMINATED - 10/5/70										
212.	FOOD SERVICE	7/30/70	TERMINATED - 8/31/70										
213.	HUMAN SERVICES	7/30/70	FISCAL YEAR 1971										9/3/71
214.	BUSINESS/CLERICAL	8/6/70	FISCAL YEAR 1971										5/7/71
215.	WELDING	8/6/70	FISCAL YEAR 1971										9/3/71
216.	AUTO BODY	8/20/70	UNDETERMINABLE - AWOL										
217.	BUSINESS/CLERICAL	8/20/70	TERMINATED - 11/30/70										
218.	AUTO BODY	8/20/70	TERMINATED - 11/30/70										
219.	WELDING	8/20/70	UNDETERMINABLE - AWOL										
220.	BUILDING MAINTENANCE	9/14/70	FISCAL YEAR 1971										6/18/71
221.	FOOD SERVICE	9/14/70	FISCAL YEAR 1971										8/13/71
222.	NURSE AIDE	9/14/70	FISCAL YEAR 1971										7/16/71
223.	BUSINESS/CLERICAL	9/14/70	TERMINATED - 10/5/70										
224.	AUTO BODY	9/14/70	TERMINATED - 11/30/70										
225.	NURSE AIDE	9/14/70	TERMINATED - 11/30/70										
226.	POLICE SCIENCE	9/14/70	FISCAL YEAR 1971										9/17/71
227.	AUTO BODY	9/14/70	FISCAL YEAR 1971										7/16/71
228.	HUMAN SERVICES	9/14/70	FISCAL YEAR 1971										9/3/71
229.	NURSE AIDE	9/14/70	FISCAL YEAR 1971										7/16/71
230.	WELDING	9/14/70	FISCAL YEAR 1971										8/20/71
231.	NURSE AIDE	9/14/70	FISCAL YEAR 1971										10/8/71
232.	BUSINESS/CLERICAL	9/14/70	FISCAL YEAR 1971										5/28/71
233.	BUSINESS/CLERICAL	9/14/70	FISCAL YEAR 1971										6/4/71
234.	HUMAN SERVICES	9/16/70	UNDETERMINABLE - MEDICAL LEAVE										
235.	HUMAN SERVICES	9/28/70	FISCAL YEAR 1971										9/3/71
236.	POLICE SCIENCE	10/8/70	FISCAL YEAR 1971										9/17/71
237.	AUTO MECHANIC	10/8/70	UNDETERMINABLE - MEDICAL LEAVE										
238.	AUTO MECHANIC	10/8/70	FISCAL YEAR 1971										7/30/71
239.	NURSE AIDE	10/8/70	TERMINATED - 11/30/70										
240.	BUSINESS/CLERICAL	10/16/70	TERMINATED 12/31/70										
241.	BUSINESS/CLERICAL	10/16/70	FISCAL YEAR 1971										7/2/71

TABLE VI VOCATIONAL STUDENT PROGRESS CHART (Cont.)

TRAINEE NO.	SKILL AREA	DATE STARTED	PERCENTAGE OF VOCATIONAL COMPLETION										ESTIMATED COMPLETION DATE
			10%	20%	30%	40%	50%	60%	70%	80%	90%	100%	
242.	AUTO MECHANIC	10/16/70	[Progress bar to 40%]										7/2/71
243.	NURSE AIDE	10/16/70	[Progress bar to 40%]										10/8/71
244.	BUSINESS/CLERICAL	10/16/70	TERMINATED 12/31/70										
245.	NURSE AIDE	10/16/70	TERMINATED 12/31/70										
246.	FOOD SERVICE	10/16/70	[Progress bar to 40%]										7/2/71
247.	BUILDING MAINTENANCE	10/23/70	[Progress bar to 30%]										8/6/71
248.	NURSE AIDE	10/23/70	[Progress bar to 30%]										8/6/71
249.	BUSINESS/CLERICAL	10/30/70	[Progress bar to 40%]										7/9/71
250.	BUILDING MAINTENANCE	10/30/70	[Progress bar to 40%]										7/9/71
251.	BUSINESS/CLERICAL	10/30/70	[Progress bar to 40%]										7/9/71
252.	NURSE AIDE	10/30/70	[Progress bar to 20%]										9/3/71
253.	NURSE AIDE	11/9/70	[Progress bar to 20%]										8/27/71
254.	BUSINESS/CLERICAL	11/9/70	[Progress bar to 40%]										7/9/71
255.	HUMAN SERVICE	11/16/70	[Progress bar to 20%]										9/3/71
256.	BUILDING MAINTENANCE	11/16/70	[Progress bar to 20%]										9/3/71
257.	BUSINESS/CLERICAL	11/16/70	[Progress bar to 20%]										9/3/71
258.	HUMAN SERVICE	11/16/70	[Progress bar to 20%]										9/3/71
259.	BUILDING MAINTENANCE	11/23/70	[Progress bar to 10%]										9/17/71
260.	NURSE AIDE	11/23/70	[Progress bar to 10%]										9/17/71
261.	BUILDING MAINTENANCE	11/23/70	[Progress bar to 10%]										9/17/71
262.	AUTO BODY	11/23/70	[Progress bar to 10%]										9/17/71
263.	FOOD SERVICE	11/23/70	[Progress bar to 10%]										9/17/71
264.	NURSE AIDE	11/23/70	[Progress bar to 10%]										9/17/71
265.	AUTO BODY	11/23/70	[Progress bar to 10%]										9/17/71
266.	NURSE AIDE	11/23/70	[Progress bar to 10%]										9/17/71
267.	AUTO BODY	11/23/70	[Progress bar to 10%]										9/17/71
268.	WELDING	11/23/70	[Progress bar to 10%]										9/17/71
269.	BUSINESS/CLERICAL	11/23/70	[Progress bar to 10%]										9/17/71
270.	AUTO MECHANIC	11/30/70	[Progress bar to 10%]										9/24/71
271.	AUTO MECHANIC	11/30/70	TERMINATED 12/31/70										
272.	AUTO BODY	11/30/70	[Progress bar to 10%]										9/24/71
273.	FOOD SERVICE	11/30/70	[Progress bar to 10%]										10/8/71
274.	NURSE AIDE	11/30/70	[Progress bar to 10%]										9/24/71
275.	BUSINESS/CLERICAL	12/14/70	[Progress bar to 10%]										10/8/71
276.	BUSINESS/CLERICAL	12/14/70	[Progress bar to 10%]										10/8/71
277.	AUTO BODY	12/14/70	[Progress bar to 10%]										10/8/71
278.	AUTO MECHANIC	12/21/70	[Progress bar to 10%]										10/15/71
279.	AUTO BODY	12/21/70	[Progress bar to 10%]										10/16/71
280.	BUSINESS/CLERICAL	12/21/70	[Progress bar to 10%]										10/15/71
281.	NOT ASSIGNED												

The nursery area has been arranged with dining, resting, and playing areas with a minimum of barriers to permit freedom of movement and exploration. To foster inquisitiveness and confidence early in crib life, brightly colored mobiles are placed on the cribs and hung from the ceiling. These colorful objects provide a variety of tactile experience and encourage reaching and grasping. A carpeted area is provided for crawling and playing.

The nursery children who have progressed to feeding from the table are allowed to experiment with self-feeding. The infants are held and rocked at their feeding time; nap time begins after lunch, and soft background music is played.

The toddlers in the nursery are evaluated to determine their readiness for Preschool I. The criteria used in the evaluation include the ability of the child to express his needs and to feed himself.

The child must also be toilet trained. Although Preschool I usually begins at age two, advanced children are allowed to progress before this age.

Preschool I develops the child to age four. Play is the primary method used by the child to learn. Skills are developed by gradual, sequential progression through various forms of activity. To promote language development, stories, books, records, and tapes are used. As the child accomplishes each activity, the staff praises the child which instills a sense of self-confidence in him.

Preschool II continues to reinforce the learning process introduced in Preschool I. A variety of activities are planned and incorporated into the daily schedule. The main objective of Preschool II is to prepare the child for the first grade of school. Group sessions have been conducted with the five year olds to meet this end.

A survey, which was begun last quarter, to determine the quality of the CDC kindergarten was completed this quarter. On the basis of the Metropolitan Readiness Test of Mental Maturity administered by local schools, it was determined that the children who entered first grade in the fall of 1970 were lacking in their preparation. The Preschool program was reevaluated and significant revisions were made to improve the situation. Specifically, the following improvements in training were instituted:

- The Preschool II children were separated into two groups. The first group includes those who will be entering first grade in the fall of 1971. These children are taught music, reading readiness, and mathematics using Science Research Association materials. The second group, composed of four year olds, are taught the same subjects but are using materials challenging to them.

- The instruction period has been lengthened from one half hour to an hour and a half. It is anticipated that the additional instruction time will better prepare the children for school.

The daily health inspection of children initiated last quarter continues to control contagious diseases. Illness among the children has been considerably reduced.

SUPPORT SERVICES

LOGISTICS

A comparison of the purchasing activity between last quarter and this quarter is presented in Table VII.

TABLE VII. Purchasing Activity

	JAS	OND	Net Change
Purchase Orders Placed	107	188	+81
Petty Cash Procurements	139	182	+43
Total Purchases	246	370	+124

As indicated in Table VII, procurements increased considerably to replenish consumable educational and vocational materials and the definitizing of operating funding.

The Bureau of Indian Affairs has granted U. T. E. T. C. authority to purchase under the G. S. A. procurement system. By using this system the operating cost of the Center will be considerably reduced. During this quarter alone, savings over \$6,000 have been realized.

The property inventory system was updated this quarter to show location, description, and other pertinent information of the tagged equipment. This gives better equipment control and affords efficient transfer of materials among departments.

BUILDINGS AND GROUNDS MAINTENANCE

The Maintenance Section completed 94 work orders during this quarter. A significant accomplishment among these was the renovation of the indoor swimming pool.

An inspection of the swimming pool in July indicated that a major renovation was required because of the deterioration and age of the facility. B. I. A. was requested to provide the funds necessary for this project, and they responded. Work began early in October and was completed in the latter part of November. The renovation included the painting of the

entire area including the pool, itself, and installing a gas chlorinator and an additional ventilation unit for the boiler. After the work was completed, the pool was again inspected and declared ready for use.

TRANSPORTATION

The regular transportation schedule begins at 9:30 a. m. , five days a week, and runs every hour until 9:30 p. m. To increase the service, special bus runs are made at 7:00 and 8:00 a. m. , and a new weekend bus schedule was implemented that increased the service. In addition to regular transportation the Department provided service to areas in North and South Dakota for special field trips. During this quarter transportation services were provided for 9,186 passengers, for a total of 19,921 miles.

During this quarter, all summer equipment was stored and the vehicles winterized. Preventive maintenance was continued to reduce the cost of major repairs.

Some of the major repair work completed on the vehicles were repair of the clutch on the 1959 Ford dump truck, complete overhaul of the 1959 Ford stake truck, replacement of the main drive belt of the bobcat loader, and repair of the airpump on the snow plow.

The current vehicles available for Center use are 1969 GMC bus, 1970 Ford station wagon, 1968 Chevrolet 54-passenger bus, 1969 Ford pick-up, 1961 Ford pick-up, 1948 Oshkosh snowplow, 1961 Dodge crew cab, 1959 Ford stake 1-1/2 ton, 1959 Ford dump, 1-1/2 ton, 1960 Dodge tractor, 1960 Chevrolet crew cab, 1960 IHC fire truck, 1970 Ford bus.

STUDENT WORK PROGRAM

An innovative supplement to the training program was implemented this quarter. It was proposed to the United Tribes Center Director that a work program could be devised which would provide practical work experience for the students. This proposal was enthusiastically accepted by the customer, and the program was put into effect in December.

All students were contacted to inform them of this program. Those who were interested were requested to appear for a personal interview with the Support Services Manager, file an employment application, and be processed for actual employment on a part-time basis. The rules and regulations of working were discussed with the student work force.

The initial project under the program was the painting and cleaning of the new homes obtained from the Dickinson Job Corps Center. Thirty-one students participated in the project, and an outstanding job was done by all. Through their efforts the housing will be available for occupancy by January 1971.

TRAINEE PLACEMENT

Table VIII presents those trainees who successfully completed training and who were placed in employment this quarter.

Follow-up on these and all previous graduates continues. At this time, the majority of students who have been placed are performing satisfactorily in their employment. However, there was one instance where an employer was dissatisfied with the performance of the employee, and as a result the former trainee voluntarily terminated his employment. The Personnel Manager of the Center contacted the person to discuss the possibility of another placement. He indicated that he preferred to wait until spring before assuming full-time employment. His desires were agreed with, and an attempt to place him early in April will be made.

In the area of housing follow-up, it was discovered that one person had to vacate his residence because of the sale of the house. Another house was located, and the person was moved into it. In another instance, assistance was given a graduate in applying and qualifying for the purchase of a house.

Efforts continue to be expended in placing trainees in vocation-related work experience for a two-week period to supplement the training received at the Center. During this quarter, trainees were placed under the program. The distribution of those placed is as follows:

Auto Body	1
Building Maintenance	1
Business Clerical	6
Welding	4

The business community of Bismarck and Mandan continue to cooperate to the fullest extent in this program by providing the employment experience necessary for the success of the student. This program has proved invaluable because of the feedback received from the employers. Their evaluations have provided information that indicates the preparedness of the trainee. In some instances, it was necessary to provide the student with further training to improve in those areas indicated by the employer.

BUSINESS AND ADMINISTRATION

Significant events in the business area this quarter included the accumulation and reporting of cost reduction, the preparation and submission of budgetary operating estimates for FY 72, and the implementation of a central records system.

TABLE VIII STUDENT PLACEMENT

IDENTIFICATION NUMBER	GRADUATION DATE	DATE AND PLACE OF EMPLOYMENT	POSITION	VOCATION RELATED	STARTING SALARY	PREVIOUS SALARY	EMPLOYMENT PRIOR TO U. T. E. T. C	PREVIOUS STATUS TO WELFARE
40 (3)	11/6/70	Aberdeen, S. Dakota	Clerical	Yes	\$5212/ann.	Unknown	N. Y. C.	No
23 (3)	12/4/70	Kansas City, Missouri	Auto Body	Yes	Unknown	Unknown	Unknown	Unknown
33 (1)	10/2/70	Devils Lake, N. Dakota	Mechanic	Yes	\$1.75/hr.	Unknown	Unknown	Unknown
20 (1)	10/2/70	Grand Forks, N. Dakota	Radiator Repair	Yes	\$1.74/hr.	\$2.25/hr.	Temporary	No
58 (1)	10/2/70	Unemployed						No
32 (1)	10/9/70	Bismarck, N. Dakota	Auto Body	Yes	50% flat rate of \$8.	Unknown	Unemployed	Yes
31 (1)	10/9/70	Bismarck, N. Dakota	Clerical	No	\$300/mo.	Unknown	Unemployed	Yes
50 (1)	11/6/70	Ronan, MT	Agri-Bs.	Yes	\$500/mo.	Unknown	Army	No
53 (1)	11/20/70	Unemployed						
44 (1)	11/6/70	Unemployed						
51 (1)	12/4/70	Bozeman, MT	Agri-Bs.	Yes	\$500/mo.	Unknown	Unemployed	Unknown
64 (1)	12/14/70	Grand Forks	Maint.	Yes	\$2.68/hr.	Unknown	Temporary	Yes
52 (1)	12/18/70	Unemployed						

(1) Family Unit; (2) Sole Parent; (3) Single

Bendix is dedicated to a Cost Reduction program. Each section within the U.T.E.T.C. is encouraged by management to discover more economical methods of performance. A cost reduction goal has been established for each function of the training center. As ways of performing a task at a lesser cost without experiencing degradation in performance are implemented, the idea is documented, and a cost analysis is performed to measure the amount of savings realized between the old method and the new method.

It is significant to report that savings in excess of \$24,000 have been realized this quarter.

In December, a request was received from the United Tribes Center Director to submit an estimate of costs for the operation of the Center for the period 1 July 1971 through 30 June 1972. This budgetary estimate was required in order that funding plans for next year could be developed and submitted to the Bureau of Indian Affairs for their review.

The development of the central records system was completed this quarter. The forms to record the data were designed and printed. Student information which was previously recorded in separate areas of the Center was compiled and recorded in a central file. Preliminary procedures for the effective utilization of the system were written. At the present, these procedures are being used on a tryout basis to determine if they are adequate. A review of the procedures will be made during the next quarter, and any revisions which may be required will be implemented.

COMMUNITY RELATIONS

Participation in community relations activities by all members of the staff continues. It is noteworthy that several staff members contribute to our varied efforts rather than concentrating contacts with the public through specific personnel. Broadening the staff participation enhances the flow of information. The people involved in each area of the program are able to express their views directly to that segment of the public most interested in a particular activity.

One type of activity of unusual value to the program is the regular contact with the educational institutions. Contact with the schools establishes a base of understanding that will provide long-term benefits through education. We have welcomed the opportunity to expand better relationships by seeking participation with the education systems.

Table IX presents the Community Relations activities of this quarter.

TABLE IX COMMUNITY RELATIONS EFFORTS

DATE	ORGANIZATION	CITY	PARTICIPANTS	ACTIVITY
10/1/70	Town Population	Cannonball, N. D.	Community Life Manager	Speech
10/12/70	Bismarck Boy Scouts	Bismarck, N. D.	Child Development Teacher	Tour of Center
10/12/70	Willistown Teachers	Bismarck, N. D.	Nursery Supervisor	Spent Day Observing Nursery
10/14/70	Senior Citizens Club	Bismarck, N. D.	Education Manager	Speech
10/14/70	Rotary Club	Bismarck, N. D.	Center Manager	Introduced "Trainee of the Month"
10/16/70	N. D. Teachers' Association	Bismarck, N. D.	Education Dept.	Tour of Center
10/16/70	Jamestown School Students	Bismarck, N. D.	Education Dept., Community Life Dept.	Tour of Center, Panel Discussion
10/16/70		Bismarck, N. D.	All Staff	Program Honoring Billy Mills
11/4/70	Commercial League Basketball	Bismarck, N. D.	Recreation Leader	Attended Organization Meeting
11/5/70	Montana Governors Advisory Committee	Bismarck, N. D.	Nursery Supervisor	Tour of Nursery
11/10/70	Social Security Regional Office Representatives	Bismarck, N. D.	Personnel Dept.	Tour of Center
11/12/70	Delta Kappa Gamma	Bismarck, N. D.	Business/Clerical Instructor	Speech
11/12/70	Rotary Club	Bismarck, N. D.	Center Manager	Introduced "Trainee of the Month"

TABLE IX COMMUNITY RELATIONS EFFORTS (Cont.)

DATE	ORGANIZATION	CITY	PARTICIPANTS	ACTIVITY
11/12/70	Concordia College Social Club, Fargo	Bismarck, N. D.	Education Manager	Tour of Center
11/18/70	Mary College	Bismarck, N. D.	Center Manager	Panel Discussion
11/19/70	Northridge Public School Third Graders	Bismarck, N. D.	Child Development Supervisors	Tour of Center
11/19/70	Community Action Program	Bismarck, N. D.	Recreation Leader	Speech
11/20/70	Community Action Program	Bismarck, N. D.	Recreation Leader	Panel Discussion
11/24/70	Boy Scouts of America, Commissioners of N. D.	Bismarck, N. D.	Support Services Manager	Speech, Appointed Area Commissioner of B. S. A.
12/1/70	Mary College	Bismarck, N. D.	Nursery Supervisor	Tour of Nursery
12/2/70	Bismarck Hospital Chief Cook	Bismarck, N. D.	Personnel Department	Tour of Center
12/2/70	Various Professional People within Region (Advisory Committees)	Bismarck, N. D.	Vocation Department Education Manager, Program Assurance Center Manager	Reviewed and Toured Vocations and Offered Recommendations
12/9/70	Missouri Basin Interagency Commission	Bismarck, N. D.	Vocation Department, Personal Development	Tour of Center
12/11/70	Training Center Housing Construction Crew	Bismarck, N. D.	All Managers	Luncheon Marking Completion of New Housing
12/16/70	Rotary Club	Bismarck, N. D.	Center Manager	Introduced "Trainee of the Month"
12/17/70	Regional Contractors, Portland Cement Co.	Bismarck, N. D.	Vocation Department	Concrete Finishing Demonstration
12/22/70	United Methodist First Church	Bismarck, N. D.	Staff/Trainee Children	Christmas Party

