



**~Mission Statement~**

*The mission of the Verndale Public School District is to provide a safe environment where students are prepared for an ever-changing world through educational excellence.*

**SCHOOL BOARD AGENDA  
REGULAR MEETING  
Monday, December 2, 2019  
6:30 PM  
MULTIMEDIA ROOM #324**

**Notes to Agenda**

- I. Call to Order
- II. Recite Pledge of Allegiance
- III. Determine a Quorum (Roll Call)
- IV. Approve or Amend Agenda
- V. Recognize Visitors/Public Forum
- VI. Consent Agenda - The supporting documents are enclosed for review. A board member is welcome to pull an item from the consent agenda and place it on the new business portion of the agenda. **Recommend Approval**
- VII.
  - a. Approve Minutes from the November 4, 2019 Regular Board Meeting
  - b. Approve Monthly Financial Report
  - c. Approve Payment of Monthly Claims
    - i. Board Checks 46414-46487
    - ii. Student Activity Checks 1064-1067
  - d. Approve Resolution to Accept Donation(s)
  - e. Approve the Following Personnel Items:
    - i. Mid-Year Lane Change Requests
      1. Tracy Hegarty - BS+10 to BS+30

VIII. Report Items

- a. Financial Report - Jordan
- b. Board Member Reports - Buildings and Grounds Committee
- c. Legislative Report - Paul

IX. New Business

- a. Approve Fiscal Year 2019 Audit - Brian Koehn will be here Monday evening to present the FY 2019 audit. He will give a brief overview of the financial statements and position of the school district. **The board will have to approve the audit at the meeting.**
- b. Certify 2019 Payable 2020 Levy - A presentation will be shared by Jordan and Paul at the meeting giving a summary of the tax levy and the district's FY 20 budget. Time will be available for district residents to comment on the levy and the board will have to certify the final levy. A copy of the levy is enclosed. **Recommend Approval**
  - i. Truth in Taxation Presentation
  - ii. Public Hearing on Proposed Budget and Property Taxes
  - iii. Certify Final 2019 Payable 2020 Levy
- c. Approve Resolution 12022019A Determining Facts for Engaging Scott Veronen to Perform Certain Contracted Functions - This document is needed to demonstrate there is no conflict of interest with Scott's position on the board and his financial gain from his agency selling insurance to the school. In summary, he has to declare that he has given the best competitive price available to the school district. We did use a competitive bid process to determine that Veronen Agency was the lowest-priced bid. **Recommend Approval**
- d. Approve Resolution 12022019B Determining Facts for Engaging Chris Youngbauer to Perform Certain Contracted Functions - This document is needed to demonstrate there is no conflict of interest with Chris' position on the board and his financial gain from his company providing landscaping and snow removal services to the school. In summary, he has to declare that he has given the best competitive price available to the school district. We did use a competitive quoting process to determine that Youngbauer Landscaping was the lowest-priced quote for snow removal. **Recommend Approval**
- e. Approve the Following Agreements and Contracts - The clerical staff handbook is attached for review. The other contracts are being finalized and will be presented for approval at the meeting.
  - i. 2019-2021 Clerical Staff Handbook
  - ii. 2019-2021 Human Resources-Payroll Specialist Agreement
  - iii. 2019-2021 K-12 Principal/District Assessment Coordinator Agreement
  - iv. 2019-2021 IUOE Local 70 Non-Certified Custodial, Education Assistants and Food Service Employees
- f. Approve the First Reading of the Following Policies - The policy changes are highlighted in red. Most of the changes are due to a change in the order of the language. I have attached a revised copy for your ease in reading. **Recommend Approval of the First Reading**
  - i. Policy 533 - Wellness

- g. Approve 2018-2019 World's Best Workforce Report - The presentation that was shared with the community that denotes the 5 goal areas of the World's Best Workforce is attached. The board has to approve the report before we submit it to the MN Department of Education for review. **Recommend Approval**
  - h. Approve Student Handbook Updates - The short list of updates are enclosed for your review. The changes are needed to provide safety to our students and better recordkeeping for our attendance. Mr. Follingstad will share his information and answer any questions. **Recommend Approval**
  - i. Approve Nomination for Sourcewell Ex-Officio Board of Directors Election - The Sourcewell Board has openings for Ex-Officio members. Our area believes it is important to have a representative from a small school in an advisory position. I am willing to be a candidate for that role. **Recommend Approval of the Nomination**
  - j. Approve Proxy Ballot for CMERDC - The proxy ballot is enclosed for your review. The recommendation is to approve the proxy ballot as presented. **Recommend Approval**
  - k. Approve the Following Program(s)/Contract(s)/Membership(s) - The revised agreement is attached. The only changes are in mileage rates and clarifying the purchase cycle years. We may have to modify the mileage rate later because Parkers Prairie is waiting to confirm the rates from their transportation company. **Recommend Approval**
    - i. 2019-2020 BHVPP Cooperative Wrestling Agreement
  - l. Set Date for 2020 School Board Organizational Meeting - The organizational meeting is to be held the first Monday in January or as soon thereafter as practicable. **I recommend the school board hold the organizational and regular January board meeting on Monday, January 6, 2020 at 6:30 PM.**
- X. Administrative Reports
- a. Dean of Students/Activities Director
  - b. K-12 Principal/District Assessment Coordinator
  - c. Superintendent