



# **VERNDALE PUBLIC SCHOOLS**

Independent School District No. 818, Wadena County

**VERNDALE, MINNESOTA 56481-3000**

December 5, 2019

Dear Mr. Brownlow,

I have completed a total of 30 semester credits from Minnesota State University-Moorhead online and have completed the Educational Specialist degree program. I am requesting that I receive a lane change on the pay schedule from MA +10 to MA +20. Attached is an unofficial transcript with an official transcript to follow. Thank you for your consideration.

Respectfully,

Katie Bolland

K-12 Evaluation Specialist