



**~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  
ORGANIZATIONAL & REGULAR MEETING  
Monday, January 7, 2019  
6:30 PM  
MEDIA CENTER**

**Organizational Meeting**

- I. Call to Order
- II. Recite Pledge of Allegiance
- III. Seat New School Board Members
- IV. Determine a Quorum (Roll Call)
- V. Approve Organizational Meeting Agenda
- VI. Elect Officers
- VII. Set Date/Time/Location for Regular School Board Meetings
- VIII. Designate Official Depositories, Investment Brokers and Paying Agent
- IX. Designate Electronic Transfer Authority
- X. Designate Official Newspaper
- XI. Designate School District's Legal Counsel
- XII. Approve Use of Facsimile Signature Plate
- XIII. Authorize Superintendent to Lease, Purchase and Contract for Goods and Services
- XIV. Authorize Superintendent to Make Payments in Advance of School Board Approval
- XV. Authorize Superintendent and/or Designee to Conduct Collateral Transactions for the School District
- XVI. Authorize Superintendent and/or Principal to Use Approved Credit Card for School Business Transactions
- XVII. Designate Superintendent Paul Brownlow as the Identified Official with Authority to grant user access to secure Minnesota Department of Education websites

- XVIII. Appoint Board Members to Committees
- XIX. Set School Board Member Compensation

**Regular Board Meeting**

- I. Approve or Amend Agenda
- II. Recognize Visitors/Public Forum
- III. Approve Consent Agenda and Report Items
  - a. Approve Minutes from the December 3, 2018 Regular Board Meeting
  - b. Freshwater Education Report
  - c. Legislative Report
  - d. Buildings and Grounds Committee Report
  - e. Approve Resolution to Accept Donation(s)
  
- IV. Old Business
  - a. Approve Spanish Trip
  
- V. New Business
  - a. Approve Financial Reports/Payment of the Bills
  - b. Approve Fiscal Year 2018 Audit
  - c. Consider/Approve the Following Personnel Items:
    - i. Lane Change Requests
      - 1. Katie Bolland
    - ii. Resignation/Retirements
      - 1. Charlene Orlando - Part-Time Regular Route Bus Driver
      - 2. Kathy Wellmann - Education Assistant
    - iii. Employee Contracts/Notices of Assignment
      - 1. Additional Junior High Boys' Basketball Coach
  - d. Approve Exemplary Projects for Funding
  - e. Approve Resolution Directing the Superintendent to Make Recommendations for Adjustments in Curriculum, Programs, and Staff for the 2019-2020 School Year
  - f. Approve the Following Programs/Contracts/Memberships:
    - i. 2019-2020 Early Childhood Screening (ECS) Services Contract with Wadena County Public Health
    - ii. BHVPP Wrestling Cooperative Agreement
  - g. Approve Discontinuing Contract for Cooperation for Art with Bertha-Hewitt
  - h. Approve Posting for 1.0 FTE for Art Position
  - i. Cast Ballot for Sourcwell Board of Directors
  
- VI. Administrative Reports
  - a. Dean of Students/Activities Director
  - b. K-12 Principal/District Assessment Coordinator
  - c. Superintendent

**Organizational Meeting Notes**  
**January 7, 2019**

Marcus Edin will call the meeting to order as acting chairperson.

The Pledge of Allegiance will be recited.

Seat the New Board Members - Marcus Edin will administer the oath of office to Bill Blaha, Tony Stanley, and Scott Veronen

Determine a quorum (roll call)

Approve organizational meeting agenda

Call for nominations for Chairperson – by Marcus Edin as acting chairperson

- a. Board Members Make Motion to Nominate a Candidate(s) – does not require a second
- b. Call for any other nominations (Two additional times)
- c. Acting Chair Closes the Nominations for the Office
- d. Roll Call Vote for Chairman of Board

Call for nominations for Vice Chairperson – by Chairperson

- a. Board Members Make Motion to Nominate a Candidate(s) – does not require a second
- b. Call for any other nominations (Two additional times)
- c. Acting Chair Closes the Nominations for the Office
- d. Roll Call Vote for Vice Chairman of Board

Call for nominations for Clerk – by Chairperson

- a. Board Members Make Motion to Nominate a Candidate(s) – does not require a second
- b. Call for any other nominations (Two additional times)
- c. Acting Chair Closes the Nominations for the Office
- d. Roll Call Vote for Clerk

Call for nominations for Treasurer – by Chairperson

- a. Board Members Make Motion to Nominate a Candidate(s) – does not require a second
- b. Call for any other nominations (Two additional times)
- c. Acting Chair Closes the Nominations for the Office
- d. Roll Call Vote for Treasurer

Action needs to be taken to set the date, time and location for the regular monthly board meetings. Currently the meetings are the first Monday of each month. The exceptions are June, July, August and September. In June and August, the meetings are held on the second Monday of the month to accommodate Board business over the summer months, and there has been no regular meeting scheduled in July. We need to move the meeting in September because the first Monday is Labor Day. Meetings held on the first Monday of the month are scheduled to start at 6:30 pm and meetings scheduled on the second Monday of the month are scheduled to start at 6:00 pm. All meetings are held in the Verndale Public School Media Center.

The schedule would be February 4, March 4, April 1, May 6, June 10, August 12, September 9, October 7, November 4, and December 2.

Action needs to be taken to designate the official depositories, investment brokers and paying agents for school funds.

Depositories  
Star Bank

MN School District Liquid Asset Fund (MSDLAF)

Investment Brokers

Ehlers Financial Services  
TD Ameritrade

Paying Agent

Bond Trust Services

**Action** needs to be taken designate the following employees to make electronic transfers (wires):

- a. MN School District Liquid Asset Funds Plus – Dawn Anderson or Paul Brownlow
- b. Payroll Direct Deposit/Bremer Bank – Kimberly Moske or Dawn Anderson
- c. Department of Revenue and Federal Government for Social Security, Medicare and Federal Taxes – Kimberly Moske or Dawn Anderson
- d. MN Public Employees Retirement Association and Teacher Retirement Association – Kimberly Moske or Dawn Anderson
- e. MN Child Support – Kimberly Moske or Dawn Anderson
- f. Educators Benefit Consultants (EBC)-403B Annuity, HSA and FSA Payroll Contributions– Kimberly Moske or Dawn Anderson

**Action** needs to be taken to designate the official newspaper. The recommendation is to designate Verndale Sun as the official newspaper.

**Action** needs to be taken to designate the school district's legal counsel. The recommendation is to designate Kristi Hastings from Pemberton Law Firm as the school district's legal counsel.

**Action** needs to be taken to approve the use of the facsimile signature plate to sign accounts payable checks, payroll checks and official documents as recommended by Mr. Brownlow.

**Action** needs to be taken to authorize the Superintendent, as permitted by Minnesota Statute 123B.52, to lease, purchase and contract for goods and services, within the budget as approved by the School Board, provided that any transaction in an amount exceeding **\$10,000** must first be specifically authorized by the School Board and must fulfill all other applicable legal requirements for school district contracts.

**Action** needs to be taken to authorize the Superintendent or Business Manager to make payments between school board meetings in advance of School Board approval under the following conditions and to include payments in the next list of bills submitted to the School Board for approval:

- a. Payments of claims which cannot be deferred until the next School Board meeting without the loss to the district of a discount privilege, or because of contract terms, purchase order terms, or a vendor's standard terms which are part of a contract, in accordance with Minnesota Statute 123B.02, Subd. 18.
- b. Payments of claims within the standard period as defined in Minnesota Statute 471.425.

**Action** needs to be taken to authorize the Superintendent and/or Designee to conduct collateral transactions for the school district. This action is needed to handle the funds that are collateralized at Star Bank.

**Action** needs to be taken to authorize the Superintendent and/or Principal to use the school credit card held by the School District. It is in the best interest of the District to utilize this card so that our programs can continue to run their daily operations in an efficient and time saving manner.

The recommendation is to have the board approve the following credit card and card holders for School District business transactions.

Chase Business Visa

Paul Brownlow Credit Limit \$12,000

Arick Follingstad Credit Limit \$2,000

**Action** needs to be taken to designate Superintendent Paul Brownlow as the Identified Official with Authority to authorize user access to secure Minnesota Department of Education websites.

**Action** needs to be taken to appoint School Board Members to the various designated committees. The current assignments are listed below:

Negotiations Committee	Mr. Stanley Mr. Blaha Mr. Edin	Paid
Freshwater Education District Board	Mr. Veronen Mrs. Hess (Alternate) School Administrator	Paid by Freshwater
Community Concern for Youth (CCY)	Mr. Brownlow	No compensation
Legislative Liaison	Mr. Brownlow	No compensation
Educational Liaison	Mr. Veronen	Paid by Sourcewell
Sourcewell	Mrs. Hess	Paid
Wadena Family Services Collaborative	Mr. Stanley	No compensation
MN State High School League	Mr. Youngbauer	Paid
Building and Grounds Committee	Mr. Veronen Mrs. Hess	
Meet and Confer	Mr. Blaha Mrs. Hess	Paid
Finance Committee	Mr. Youngbauer Mr. Veronen	Paid
Shared Services Committee	Mr. Blaha Mr. Edin Mr. Blaha Mr. Veronen	Paid
Curriculum Review	Mr. Stanley (Alternate)	
Community Ed. Committee	Mr. Stanley Mrs. Hess	No compensation
Health & Safety Committee	Mr. Edin (alternate)	No compensation
Board Professional Growth	Mr. Youngbauer	Paid
	All Members w/ Approval	Paid

**Action** will be needed to set board compensation. Currently, Board Members must be present at regular and special board meetings to receive compensation. The compensation rate is as follows:

\$80.00 per regular scheduled board meeting

\$10.00 per meeting additional compensation for the Board Chair

\$60.00 per extra meeting and committee meetings

- Meetings that are over 4 hours will be compensated at \$90.00 per day/meeting



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**SCHOOL BOARD AGENDA  
ORGANIZATIONAL & REGULAR MEETING  
Monday, January 7, 2019  
6:30 PM  
MEDIA CENTER**

**Notes to Regular Board Meeting**

- I. Approve or Amend Agenda
- II. Recognize Visitors/Public Forum
- III. Approve Consent Agenda and Report Items
  - a. Approve Minutes from the December 3, 2018 Regular Board Meeting - Enclosed.  
**Recommend Approval**
  - b. Freshwater Education Report - None
  - c. Legislative Report - Paul
  - d. Buildings and Grounds Committee Report - Chris
  - e. Approve Resolution to Accept Donation(s) - Enclosed. **Recommend Approval**
- IV. Old Business
  - a. Approve Spanish Trip - Documents enclosed. **Recommend Approval**
- V. New Business
  - a. Approve Financial Reports/Payment of the Bills - Enclosed. **Recommend Approval**
  - b. Approve Fiscal Year 2018 Audit - The auditor, Brian Koehn, will be here to present the FY 2018 audit and answer any questions board members have regarding the district's financial status. The board will need to approve the audit after the presentation is completed. **Recommend Approval**
  - c. Consider/Approve the Following Personnel Items:

- i. Lane Change Requests
    - 1. Katie Bolland - Request enclosed. **Recommend Approval**
  - ii. Resignation/Retirements - Letters enclosed. **Recommend Approval**
    - 1. Charlene Orlando - Part-Time Regular Route Bus Driver
    - 2. Kathy Wellmann - Education Assistant
  - iii. Employee Contracts/Notices of Assignment
    - 1. Additional Junior High Boys' Basketball Coach - The threshold has been met to warrant a second junior high boys' basketball coach. An internal job posting was shared with staff on Wednesday. A recommendation will be presented Monday night for approval.
- d. Approve Exemplary Projects for Funding - The projects approved by the review committee are included for your review. **Recommend Approval**
- e. Approve Resolution Directing the Superintendent to Make Recommendations for Adjustments in Curriculum, Programs, and Staff for the 2019-2020 School Year - The resolution is an annual requirement to start the process for any budget reductions. Verndale has been fortunate to avoid staff or program reductions because of continued growth in student enrollment. **Recommend Approval**
- f. Approve the Following Programs/Contracts/Memberships:
  - i. 2019-2020 Early Childhood Screening (ECS) Services Contract with Wadena County Public Health - The district contracts with Wadena County Public Health to provide early childhood screenings for our early childhood students. The state does provide some reimbursement for having students screened. **Recommend Approval**
  - ii. BHVPP Wrestling Cooperative Agreement - The wrestling agreement has been finalized by the superintendents of all three school districts. The new agreement is more equitable between all three districts and makes each school district responsible for transporting their own athletes to practice. Bertha-Hewitt will provide the practice facility with no charge to either school. The new contract is enclosed for your review. **Recommend Approval**
- g. Approve Discontinuing Contract for Cooperation for Art with Bertha-Hewitt - Discussions have been held for the past few years about increasing the art offerings in our school. Based on student enrollment and preliminary budget numbers, it is feasible to increase art to a full-time position. You will notice that the current agreement requires Verndale to notify Bertha-Hewitt of any planned changes to the agreement by February 1. Once approved by the school board, I will send a letter to Bertha-Hewitt notifying them of our intentions to hire a full-time art teacher eliminating the need to share the position. **Recommend Approval**
- h. Approve Posting for 1.0 FTE for Art Position - **Recommend Approval**
- i. Cast Ballot for Sourcewell Board of Directors - Scott Veronen was nominated to be included on the Sourcewell board of directors ballot at the December meeting. Each board member is encouraged to cast a ballot for the board of directors election. The recommendation is to cast ballots for Scott Veronen to ensure continued representation on the Sourcewell Board of Directors.

- VI. Administrative Reports
  - a. Dean of Students/Activities Director
  - b. K-12 Principal/District Assessment Coordinator
  - c. Superintendent



December 3, 2018

The Verndale Public School Board of Independent School District No. 818, Verndale, Minnesota met for a regular meeting on Monday, December 3, 2018 at 6:28pm in the Verndale Media Center. The meeting was called to order by Chairman of the Board, Marcus Edin. The meeting started with the Pledge of Allegiance.

Members present: Bill Blaha, Shyla Hess, Marcus Edin, Chris Youngbauer, Tony Stanley, and Scott Veronen.

Members Absent: None

Others present: Supt. Mr. Brownlow, Principal Mr. Follingstad, Dean of Students Mr. Johnson, Trinity Gruenberg-Verndale Sun, Mary Gronlund, Jen Veronen, Amy Ashbaugh, Wrestling Coach Bill Wagner and BHVPP Wrestlers and Parents.

Roll call was taken. A quorum was determined.

Motion by Bill Blaha, seconded by Tony Stanley to approve the amended agenda as presented by Mr. Brownlow. Motion carried.

Recognition of the public. Bill Wagner, Wrestling Coach, requested to speak to the board. He gave an update on the BHVPP Wrestling Program.

Motion by Shyla Hess, seconded by Chris Youngbauer, to approve the minutes from the November 5, Regular and November 15, 2018 Special School Board Meetings. Motion carried.

Freshwater Education Report: October 24, 2018 Minutes

Legislative Report: Mr. Brownlow

Member Chris Youngbauer introduced the following resolution and moved its adoption. The motion was duly seconded by Bill Blaha.

**VERNDALE PUBLIC SCHOOLS RESOLUTION  
A RESOLUTION ACCEPTING DONATIONS TO THE DISTRICT**

WHEREAS, State Statute 465.03, Gifts to Municipalities, states, in part, that “Any city, county school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor.”; 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, and;

WHEREAS, The Verndale Public School has received and accepted donations below:

THEREFORE, LET IT BE RESOLVED that the Verndale Public School gratefully accepts these donations.

<u>Donor</u>	<u>Purpose</u>	<u>Amount</u>
<b>DISTRICT:</b>		
City of Verndale	2018 Summer Rec Contribution	1,600.00
Verndale Lions	Santa Workshop	300.00

Where upon the Resolution was declared duly passed and adopted by the Verndale Public School Board this 3rd day of December, 2018.

Signed:

Attest:

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Signature  
Marcus Edin  
Chairperson

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Signature  
Scott Veronen  
Treasurer

New Business:

Motion by Scott Veronen, seconded by Bill Blaha to approve the Financial Reports/Payment of Board Checks 45240-45313 and 45315. Roll call, motion carried unanimous.

Motion by Tony Stanley, seconded by Bill Blaha to approve payment of board check 45314. Roll call. Chris Youngbauer abstained. Motion carried.

Mr. Brownlow gave a slide show budget presentation and a public hearing was held on the proposed budget and property taxes.

Motion by Bill Blaha, seconded by Chris Youngbauer to certify the final 2018 payable 2019 Levy at \$542,068.48. Roll call. Motion carried unanimous.

Motion by Tony Stanley, seconded by Scott Veronen to approve the Revised FY 2019 Budget. Roll call. Motion carried unanimous.

Motion by Chris Youngbauer, seconded by Shyla Hess to accept the resignation from Shelley Glenz as Varsity Volleyball Coach. Motion carried.

Motion by Bill Blaha, seconded by Chris Youngbauer to accept the resignation from Mark Callahan as Custodian. Motion carried.

Motion by Bill Blaha, seconded by Shyla Hess to approve hiring Leah Haman as Part-Time English Learn Teacher. Roll call. Motion carried unanimous.

Motion by Chris Youngbauer, seconded by Shyla Hess to approve hiring Angela Erickson as Long-Term Substitute Elementary Teacher. Roll call. Motion carried unanimous.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve the Food Reorganization Plan. Roll call. Motion carried unanimous.

Motion by Tony Stanley, seconded by Bill Blaha to approve the FY 2018 and FY 2019 Non-Union Extracurricular Driver Pay Schedule. Roll call. Motion carried unanimous.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve the 2017-2018 World's Best Workforce Report. Motion carried.

Motion by Bill Blaha, seconded by Scott Veronen to approve the Memorandum of Understanding Between Maria Uselman and Education Minnesota and Verndale Public School District 818. Roll call. Motion carried unanimous.

Motion by Chris Youngbauer seconded by Shyla Hess to approve the nomination of Scott Veronen for Sourcewell Board of Directors Election. Motion carried.

Motion by Scott Veronen, seconded by Chris Youngbauer to approve the Agreement for Cooperative Sponsorship of Speech. Roll call. Motion carried unanimous.

Motion by Bill Blaha, seconded by Shyla Hess to set the date for 2019 School Board Organizational Meeting for Monday, January 7, 2019 at 6:30pm with the regular school board meeting to follow. Motion carried.

Administrative reports were given by Mr. Johnson, Mr. Follingstad and Mr. Brownlow.

Meeting adjourned at 7:49pm by Chairman of the Board, Marcus Edin.

Respectfully submitted by the Board,

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Tony Stanley, Clerk

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Mary Gronlund, Secretary

# 2019 LEGISLATIVE AGENDA

EQUITABLE, PREDICTABLE AND SUSTAINABLE

## GENERAL EDUCATION FORMULA

\$588M

The only way to provide equitable, sustainable and predictable funding for Minnesota's 850,000 public schoolchildren is to fully fund the cost of education. Each year our schools face more and more complex and costly issues. Today's kindergartners will graduate in 2031 – into a world we are not able to predict. Meeting students' individual needs demands resources. The state has the opportunity to ensure every student is ready to meet 21st century career and college goals. Districts need the state to keep pace with inflation. **Therefore, MSBA proposes a 3% increase for each year of the biennium and index the per pupil formula to inflation.**

The special education funding formula is the primary funding source to help special education students meet their full potential. Over the years, state and federal mandates, costs of services and students receiving special education have all increased. These factors, plus the federal government not fulfilling its 40% obligation, has forced districts to use general education dollars and local levies to provide these required services. **Therefore, MSBA proposes fully funding Minnesota's portion of the cross-subsidy for special education.**

## SPECIAL EDUCATION FUNDING

\$300M

One of the most pressing issues for school districts is the mental health of students. One in five students have a mental health illness, while less than half get the help they need. Children are more apt to get and receive treatment in a school-based setting. School psychologists, licensed counselors, social workers and other professional staff are necessary to help provide early interventions and violence prevention. School-based mental health, telemedicine and full-service community schools help bring students and healthcare providers together. **Therefore, MSBA proposes funding a multifaceted approach for equitable and accessible school-based mental health programs for all Minnesota students.**

## MENTAL HEALTH/SAFE SCHOOLS LEVY

\$100M

The Legislature began work last year to improve safety for our students and staff. There were multiple bills introduced; however, only a \$25 million provision prevailed in the bonding bill. Grants were available for school building improvements relating to violence prevention and facility security. Over 1,187 applications totaling \$255 million were received - 10 times the funds available. **Therefore, MSBA asks the state to respond with urgency and fully fund all remaining qualified applications to ensure all staff and students are safe and secure.**

## SCHOOL SAFETY GRANTS

\$255M

# 2019 LEGISLATIVE AGENDA

EQUITABLE, PREDICTABLE AND SUSTAINABLE

## SCHOOL BOARD VAGANCIES

Special elections are costly and are paid for with general education funds. In 2017, 28 school districts held special elections. Costs were high, ranging from \$4,000 to \$60,000 and resulted in low voter turnout of 1% to 15%, depending on the district size. **Therefore, MSBA proposes allowing school boards to replace a school board member by appointment and the vacant seat would be filled during the next general election cycle.**

Special education paperwork mandates have become onerous and burdensome, often switching the focus from teaching to meeting requirements, and contribute to teachers leaving the profession. It is time to look at new ways to reduce state rules and regulations that exceed federal law. The focus needs to return to teaching special education students. **Therefore, MBSA proposes a plan to better align Minnesota rules and statutes with federal law. A reduction in mandates will lead to improved teacher retention and satisfaction and better outcomes for students.**

## SPECIAL EDUCATION MANDATES

## TEACHER SHORTAGE

Teacher shortage continues to be a challenge. Teachers of color are particularly underrepresented and make up only 4% of our teaching staff, while 34% of students in classrooms are students of color or American Indian. High-quality and effective teachers will help close costly opportunity and achievement gaps that limit student success. **Therefore, MSBA proposes supporting the Increase Teachers of Color Act of 2019 to help attract, develop and retain teachers across Minnesota.**

## LOCAL CONTROL

Over 332 school boards are elected by their communities. These members are trusted and charged with the governance of school property, budget, curriculum, technology, taxes, student achievement and teacher quality – ensuring excellence and equity in all public schools. **Therefore, MSBA asks that you honor and trust the work of these local officials by allowing school boards to renew an existing operating referendum, by reducing the current number of mandates, and provide flexibility to meet the unique needs of their schools and communities.**



@mmsba



@mmsba



Minnesota School Boards Association



msbastaff

# 2019

# LEGISLATIVE PLATFORM

As recommended by the  
MREA Board of Directors

MREA advocates on behalf of about 230 school districts across Greater Minnesota, 30 education districts and additional associate members for providing educational opportunities and closing achievement gaps in Minnesota in these key ways.

## Funding Student Needs

Funding for schools through the state's basic education formula has fallen short of inflation and not allowed school leaders to properly plan for essential education investments.

### WHERE WE STAND

- The state promised in 2001 to fund schools with the General Education Formula.
- The General Education Formula for Minnesota's public schools has not kept up with inflation since 2003 when the promise went into effect. It is now underfunded nearly \$600 per pupil, totaling \$525 million annually.
- This has led school districts to rely more heavily on local taxpayer support. The average local operating revenue has grown to \$1,371 per pupil in Minnesota with local revenue generated in the metro area being almost twice that of rural school districts.
- The challenges mount in rural school districts, particularly those with poorer property value. The gap between rural and metro school districts has grown to \$683.
- The special education cross subsidy is growing and consuming increasingly more of districts' general funds.
- Schools lack the necessary, predicted funding to invest in long-term teacher work-force development.

### KEY ACTION NEEDED

Predictable, annual forecasted increases in the General Education Formula of 3% or more to address current inflationary pressures and begin to close the inflation gap since the legislature promised to fund educational services with the formula. The Commissioner of Management and Budget can meter payments to schools as necessary to fund this annual, forecasted formula increase.

Without predictable, annual forecasted increases in the General Education Formula, the state needs to:

- Increase Board-authorized Local Optional Revenue (LOR) and Tier II cap over four years to \$1,500 per APU to address inflationary pressures, close inflation gap and provide state share with LOR equalization in 87% of Minnesota's school districts.
- Index Tier II equalization factor to 125% of average RMV/RPU to equalize tax burdens in 281 districts.
- Index Tier III equalization factor to 85% of average RMV/RPU to equalize tax burdens in 225 districts.
- Merge Board Authorized Referendum into the LOR program to provide clarity and simplicity.
- Provide a community viability option for districts below 1,000 APU by removing their referendum cap.

## Jump Start to School Readiness

Minnesota's multiple categorical, competitive funding streams have resulted in inequitable opportunities for children and impede the ability of rural school districts to deliver high quality preschool education to all young children.

### KEY ACTIONS NEEDED

- Streamline early learning revenues and ensure local coordination of early learning programs by consolidating Pathway II funds supporting school-based programs, Voluntary Pre-K and School Readiness Plus into the School Readiness account with consensus requirements.
- Ensure every district receives sufficient School Readiness funding to provide all low income 4-year-olds a minimum of 350 hours of service from 3- and 4- star rated providers.
- Ensure a viable mixed delivery system of providers by requiring districts to reserve 40% for non-district 3- and 4-star rated providers willing to provide a minimum of 350 hours of service for low-income four-year-olds.
- Have school districts verify and reimburse non-district 3- and 4-star rated providers for eligible four-year-olds.
- Release unused reserved funds to the school districts June 30 for their early learning programming.

## Teacher Crisis

Schools across Greater Minnesota face a critical shortage of teachers, especially teachers of color, in nearly all subjects. Each year, about 1,400 teachers retire and there has not been enough new teachers gaining licenses to replace them. In Minnesota, teacher graduates declined 20% from 2012-2016.

### KEY ACTIONS NEEDED

- Secure adequate, ongoing funding for grants, student teaching stipends and loan forgiveness to attract and retain Promising Teachers in rural Minnesota.
- Expand Grow Your Own Teachers pilot programs for rural school districts and education cooperatives.





## Special Education

School districts are responsible for providing Free and Appropriate Public Education (FAPE) for all students and must use General Education Formula dollars to meet special education expenditures not provided through other federal and state funding. This cross subsidy has grown to 12% of the General Education Formula over the past decade and is projected to grow to consume 15% of the formula within the next 10 years. Cross subsidies now vary in Minnesota school districts from \$172 to \$1,654. The result is an inequity in the effective formula for students in similar districts and a decreasing effectiveness of the General Education Formula.

### KEY ACTIONS NEEDED

- Establish through policy that the average cross subsidy will not exceed 10% of the formula by increasing the General Education Formula by 3% or more and taking the following actions in the special education formula.
  - Re-adjust the state special education formula to better match districts' costs and increase equity in this formula.
  - Limit student funding inequity with a re-insurance type of funding to maintain better equity in formula funding among similar type school districts—special education metro and rural regions of districts.
- Fund a multi-state study to determine the impact Minnesota policies and practices have on Special Education services and costs, including criteria for qualifying for Special Education.

## Career & College Readiness Flexibility

Minnesota faces a well-documented skilled-worker shortage and Minnesota Academic Standards currently hold high schools back from providing the education and training needed to effectively prepare students for their future jobs. Today's system operates on a one-size fits all approach for students no matter their plans after graduation.

### KEY ACTIONS NEEDED

- Re-examine the high school course and standards requirements to align with state workforce needs and provide flexibility and more options for students in their required Personal Learning Plans.
- Reinvest in vocational and technical education programs and skills (i.e. welding, manufacturing processes, robotics, accounting). This includes expanding Average Daily Membership (ADM) funding similar to targeted services up to 0.25 pupil unit reimbursement for programming outside the traditional student day and supporting districts' collaboration with local employers in program design.



## Student Safety and Mental Health

Schools across Minnesota face heightened needs to improve student safety and provide a robust array of services to meet rising mental health support for students. In 2018, 258 school districts, charters, cooperatives and state academies submitted over \$250 million in state safety grant requests. Currently, high-need students attending metro school districts have access to well designed, newer, more appropriate learning spaces than those in Greater Minnesota.

### KEY ACTIONS NEEDED

- Double the Safe Schools Levy program to \$72 per pupil with equalization for school districts. Establish a \$30,000 minimum for small districts. Allow member districts of cooperatives directly serving students to levy up to \$15 per pupil for safety.
- Restore funding for ongoing school-county collaboratives to provide mental health and related services.
- Provide a state share of facility-hardening safety improvements with a combination of state grants and increased Long Term Facility Maintenance Revenue (LTFMR) with flexibility to use LTFMR for safety improvements.
- Provide rural school districts with the financing tools to serve high-need Level IV students that are available to members of the metro Intermediate Districts and increased flexibility with existing revenue streams.

## Strengthening Rural Communities

Rural families lack access to two critical needs: child care and affordable, robust Internet connectivity. Rural communities across Minnesota look to schools to help fill the gaps. Licensed family care providers currently only serve 65 percent of Greater Minnesota's child care needs and continue to close their doors.

### KEY ACTIONS NEEDED

- Expand broadband development grants to underserved, rural communities to further high-speed broadband Internet access at home for students and families, and maximize student success with school-based Internet for 1-to-1 initiatives.
- Expand CCAP and Pathway I scholarships to help build out affordable child care options for families.



**VERNDALE PUBLIC SCHOOLS**  
**RESOLUTION**

**A RESOLUTION ACCEPTING DONATIONS TO THE DISTRICT**

**WHEREAS**, State Statute 465.03, Gifts to Municipalities, states, in part, that “Any city, county school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor.”; 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, and;

**WHEREAS**, The Verndale Public School has received and accepted donations below:

**THEREFORE, LET IT BE RESOLVED** that the Verndale Public School gratefully accepts these donations.

List of Donations Presented January 7, 2018, received From December 1, 2018 to January 7, 2018			
<u>Donor</u>	<u>Purpose</u>	<u>Amount</u>	
District			
VFW Auxiliary #3922	School Supplies	100.00	
Steve Pauly	Santa Shop	50.00	
Matt Jones	Santa Shop	20.00	
Julie Orlando	Santa Shop	20.00	
Annonymous	Santa Shop	20.00	
Shelley Leonard	Santa Shop	20.00	
Doris English	Santa Shop	25.00	
Erna Harrison	Santa Shop	10.00	
Grandma Ruth	Santa Shop supplies		
Sam Schmitz	Santa Shop supplies		
Wenigers grandparents	Santa Shop supplies		
Char Orlando	Santa Shop supplies		
Julie Orlando	Santa Shop supplies		
Sue Rochford	Santa Shop supplies		
Shirley Anderson	Santa Shop supplies		
Erin Judd	Santa Shop supplies		
R. Kern	Santa Shop supplies		
Anononymus	Angle Fund - Lunches	100.00	
	Total District donations	365.00	

Where upon the Resolution was declared duly passed and adopted by the Verndale Public School Board this 7th day of January 2019.

Signed:

Attest:

\_\_\_\_\_  
Signature  
Marcus Edin  
Chairperson

\_\_\_\_\_  
Signature  
Scott Veronen  
Treasurer

**VERNDALE PUBLIC SCHOOL  
BOARD CHECKS PRESENTED FOR APPORVAL AND PAYMENT  
JANUARY 7, 2018**

Check No.	Date	Vendor Name	Amount
<b>Checks 45321-45414 listed below have been issued and need approval in accordance with board policy.</b>			
45321	12/4/2018	RIEWER, STEVE	\$ 40.00
45322	12/4/2018	RUNYAN, NATHAN	\$ 17.50
45328	12/6/2018	BENNING PRINTING AND PUBLISHING	\$ 415.00
45329	12/6/2018	CITY OF VERNDALE	\$ 4,581.10
45330	12/6/2018	CLIMATE MAKERS INC	\$ 275.50
45331	12/6/2018	DEAN FOODS INC	\$ 1,140.03
45332	12/6/2018	ECKROTH MUSIC COMPANY	\$ 65.98
45333	12/6/2018	EDUCATORS BENEFIT CONSULTANTS, LLC	\$ 110.93
45334	12/6/2018	FRESHWATER EDUCATION DISTRICT	\$ 25,373.70
45335	12/6/2018	GARY'S DIESEL REPAIR INC	\$ 2,753.11
45336	12/6/2018	GRAHAM REFRIGERATION INC	\$ 628.56
45337	12/6/2018	GUARDIAN PEST CONTROL INC	\$ 134.08
45338	12/6/2018	HBI RADIO WADENA	\$ 104.00
45339	12/6/2018	HILLYARD/HUTCHINSON	\$ 414.53
45340	12/6/2018	LEAF RIVER AG SERVICE	\$ 1,178.00
45341	12/6/2018	MAASCONI'S CHAR AND BAR	\$ 557.21
45342	12/6/2018	MASSP	\$ 375.00
45343	12/6/2018	MIDWEST BUS PARTS INC	\$ 67.68
45344	12/6/2018	MN STATE COMMUNITY & TECHNICAL	\$ 200.00
45345	12/6/2018	NARDINI FIRE EQ. COMPANY	\$ 330.00
45346	12/6/2018	PAN-O-GOLD BAKING COMPANY	\$ 129.10
45347	12/6/2018	PC PARTS PLUS	\$ 104.98
45348	12/6/2018	PEMBERTON, SORLIE, RUFER	\$ 950.00
45349	12/6/2018	RENNEBERG HARDWOODS, INC.	\$ 993.35
45350	12/6/2018	ROCHESTER TELECOM SYSTEMS INC	\$ 46.92
45351	12/6/2018	RUSS DAVIS WHOLESale, INC.	\$ 76.80
45352	12/6/2018	SIGNS & DESIGNS C. A. INC.	\$ 32.50
45353	12/6/2018	SOUTHWEST STATE UNIVERSITY	\$ 3,200.00
45354	12/6/2018	SUPER ONE	\$ 198.79
45355	12/6/2018	UPPER LAKES FOODS	\$ 3,668.52
45356	12/6/2018	VERIZON WIRELESS	\$ 949.80
45357	12/6/2018	VERNDALE ALLIANCE CHURCH	\$ 45.20
45358	12/6/2018	VERNDALE AUTO SALES AND SERVICE, LLC	\$ 36.50
45359	12/6/2018	WADENA SHEET METAL & HEATING, INC.	\$ 150.00
45360	12/6/2018	WASTE MANAGEMENT	\$ 802.76
45361	12/7/2018	AULIE, RICK	\$ 125.00
45362	12/7/2018	LARSON, OWEN	\$ 125.00
45363	12/7/2018	WEST CENTRAL TELEPHONE ASSN	\$ 1,378.36
45364	12/11/2018	KASSUBE, DONALD	\$ 100.00
45365	12/11/2018	PETERMEIER, KYLE	\$ 100.00
45366	12/11/2018	RIEWER, STEVE	\$ 40.00
45367	12/11/2018	SCHMIDT, TED	\$ 100.00
45368	12/11/2018	STAPLES DAIRY QUEEN	\$ 100.00
45369	12/13/2018	BENHAM, RICK	\$ 130.00
45370	12/13/2018	BURNS, STEVE	\$ 130.00
45371	12/13/2018	ENGEL, ROD	\$ 100.00
45372	12/13/2018	KOLLAR, VIRGIL	\$ 100.00
45373	12/13/2018	NORTHWESTERN TRANSIT INC	\$ 837.00
45374	12/13/2018	OLSON, JACK	\$ 100.00

**VERNDALE PUBLIC SCHOOL**  
**BOARD CHECKS PRESENTED FOR APPORVAL AND PAYMENT**  
**JANUARY 7, 2018**

Check No.	Date	Vendor Name	Amount
45375	12/13/2018	RUNYAN, NATHAN	\$ 35.00
45376	12/17/2018	CARDMEMBER SERVICE	\$ 2,035.02
45377	12/17/2018	HILTON CHICAGO	\$ 247.32
45378	12/17/2018	MINNESOTA ENERGY RESOURCES	\$ 3,236.42
45379	12/18/2018	MARCO TECHNOLOGIES LLC	\$ 3,341.93
45380	12/18/2018	RUNYAN, NATHAN	\$ 40.00
45381	12/18/2018	TODD COUNTY RECORDER	\$ 20.00
45382	12/20/2018	BROOKLYN PUBLISHERS	\$ 131.00
45383	12/20/2018	CENTRAL LAKES RESTAURANT SUPPLY OF ALEXANDRIA INC.	\$ 223.75
45384	12/20/2018	CITY OF VERNDALE	\$ 3,192.00
45385	12/20/2018	CLIMATE MAKERS INC	\$ 117.70
45386	12/20/2018	CULINEX	\$ 98.60
45387	12/20/2018	DEAN FOODS INC	\$ 712.52
45388	12/20/2018	ELECTRIC MOTOR SERVICE	\$ 149.00
45389	12/20/2018	ETA HAND2MIND	\$ 15.45
45390	12/20/2018	FASTENAL	\$ 37.86
45391	12/20/2018	FRESHWATER EDUCATION DISTRICT	\$ 1,002.11
45392	12/20/2018	GARY'S DIESEL REPAIR INC	\$ 1,588.55
45393	12/20/2018	INTERQUEST DETECTION CANINES	\$ 315.00
45394	12/20/2018	IXL LEARNING	\$ 1,200.00
45395	12/20/2018	J & K TROPHY HOUSE	\$ 220.10
45396	12/20/2018	J.W. PEPPER AND SON, INC.	\$ 3.00
45397	12/20/2018	LAKES COUNTRY SERVICE COOP.	\$ 2,383.33
45398	12/20/2018	LEAF RIVER AG SERVICE	\$ 3,475.63
45399	12/20/2018	MEDTOX LABORATORIES, INC	\$ 23.17
45400	12/20/2018	MINNESOTA POWER & LIGHT CO	\$ 8,850.75
45401	12/20/2018	NORTHERN PINES MENTAL HEALTH CENTER	\$ 1,111.11
45402	12/20/2018	PAN-O-GOLD BAKING COMPANY	\$ 137.70
45403	12/20/2018	PC PARTS PLUS	\$ 59.99
45404	12/20/2018	POPPLERS MUSIC STORE	\$ 233.43
45405	12/20/2018	SCHOOL NURSE SUPPLY, INC.	\$ 99.87
45406	12/20/2018	SCHOOL SPECIALTY	\$ 119.60
45407	12/20/2018	SUPER ONE	\$ 434.52
45408	12/20/2018	UPPER LAKES FOODS	\$ 5,880.08
45409	12/20/2018	VIKING COCA-COLA BOTTLING CO	\$ 120.00
45410	12/20/2018	WADENA COUNTY PUBLIC HEALTH DEPT.	\$ 1,294.10
45411	12/20/2018	WAYNE'S DISCOUNT	\$ 49.72
45412	12/20/2018	RIEWER, STEVE	\$ 40.00
45413	1/3/2019	MINNESOTA ENERGY RESOURCES	\$ 573.92
45414	1/3/2019	VERIZON WIRELESS	\$ 980.28
<b>Checks 45415-45431 have not been issued and are presented for payment authorization.</b>			
45415	1/3/2019	BOND TRUST SERVICES CORPORATION	\$ 341,986.25
45416	1/3/2019	BRIAN D. KOEHN, CPA, PLLC	\$ 1,000.00
45417	1/3/2019	CITY OF VERNDALE	\$ 1,041.80
45419	1/3/2019	EDUCATIONAL INNOVATIONS	\$ 52.90
45421	1/3/2019	HOUGHTON MIFFLIN HARCOURT	\$ 742.50
45422	1/3/2019	JK SPORTS	\$ 69.00
45423	1/3/2019	MN STATE COMMUNITY & TECHNICAL	\$ 6,500.00
45424	1/3/2019	NORTHERN BUSINESS PRODUCTS, IN	\$ 769.81
45425	1/3/2019	PAN-O-GOLD BAKING COMPANY	\$ 114.60

**VERNDALE PUBLIC SCHOOL**  
**BOARD CHECKS PRESENTED FOR APPORVAL AND PAYMENT**  
**JANUARY 7, 2018**

<b>Check No.</b>	<b>Date</b>	<b>Vendor Name</b>	<b>Amount</b>
45426	1/3/2019	PEMBERTON, SORLIE, RUFER	\$ 1,707.40
45427	1/3/2019	ROCHESTER TELECOM SYSTEMS INC	\$ 61.21
45428	1/3/2019	SIGNS & DESIGNS C. A. INC.	\$ 108.00
45429	1/3/2019	WADENA PUBLIC SCHOOLS - ISD #2155	\$ 200.00
45430	1/3/2019	AUTO VALUE PARTS STORES	\$ 8.49
45431	1/3/2019	DACOTAH PAPER CO	\$ 278.85
<b>GRAND TOTAL</b>			<b>\$ 452,082.83</b>

**VERNDALE PUBLIC SCHOOL**  
**ISD #0818**  
**ELECTRONIC PAYROLL TRANSFERS**

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Description	Payroll 11/30/2018	Payroll 12/14/2018
Payroll ACH Debit	\$ 122,862.20	\$ 118,133.69
Fed/OASDI/Med	\$ 37,287.91	\$ 35,867.87
State Taxes	\$ 6,035.89	\$ 5,858.47
TRA	\$ 15,910.99	\$ 15,647.69
PERA	\$ 6,394.98	\$ 6,027.27
EBC Section 125 cafeteria plan	\$ 8,671.65	\$ 2,671.65
EBC 403b/457 annuities	\$ 4,491.21	\$ 4,763.44
Other		
AFLAC - employee elections	\$ 322.26	
Colonial - employee elections	\$ 327.12	
Delta Dental - employee elections	\$ 738.05	
Madison National - employee elections	\$ 1,154.89	
Total Disbursements plus checks	<b>\$ 204,326.21</b>	<b>\$ 189,079.28</b>
payroll - checks	\$ 129.06	\$ 109.20
Net payroll	\$ 122,991.26	\$ 118,242.89

Independent School District No. 818 Verndale  
Fund Balance and ADM History with Projections

	General Fund		General Fund			Months of Expend. in Unassign	Salary and Benefits as a %age of Expend	ADM	PUN	Salary and Benefits Per PUN	Fund Balances				Total Fund Balance
	General Fund		Salary and Wage Expenditures	Emp Bene Expenditures	Total Expenditures						Food Service	Community Service	Building Construction	Debt Service	
	Restricted	Unassigned													
6/30/2014	1,312,070	1,919,630	2,958,978	727,376	4,798,890	4.8	76.82%	502.57	584.71	6,304.58	64,467	29,708	1,369,877	44,265	4,740,018
6/30/2015	1,152,159	2,250,684	3,316,027	532,986	5,392,963	5.0	71.37%	528.64	578.09	6,658.16	43,054	29,332	-	50,675	3,525,905
6/30/2016	1,147,576	2,776,285	3,332,284	530,800	5,292,400	6.3	72.99%	530.83	578.41	6,678.80	38,153	39,750	-	56,886	4,058,649
6/30/2017	1,247,596	2,337,644	3,537,565	564,272	6,149,881	4.6	66.70%	541.05	591.80	6,931.12	39,432	55,914	-	75,664	3,756,250
6/30/2018	1,150,648	2,887,038	3,582,489	568,805	5,742,523	6.0	72.29%	561.23	613.27	6,769.11	57,617	78,258	-	83,550	4,257,110
6/30/2019			Projected Enrollment					576.00			Increase from 2018				
6/30/2020			Projected Enrollment					577.00			Increase from 2018				
6/30/2021			Projected Enrollment					567.00			Decrease from 2018, but reduction from 2020				

Note: All fund balance and expenditure data taken from UFARS turnaround Balance Sheet reports on MDE Website

Note: ADM and PUN data taken from District / School ADM Report (General Education Revenue page) on MDE Website

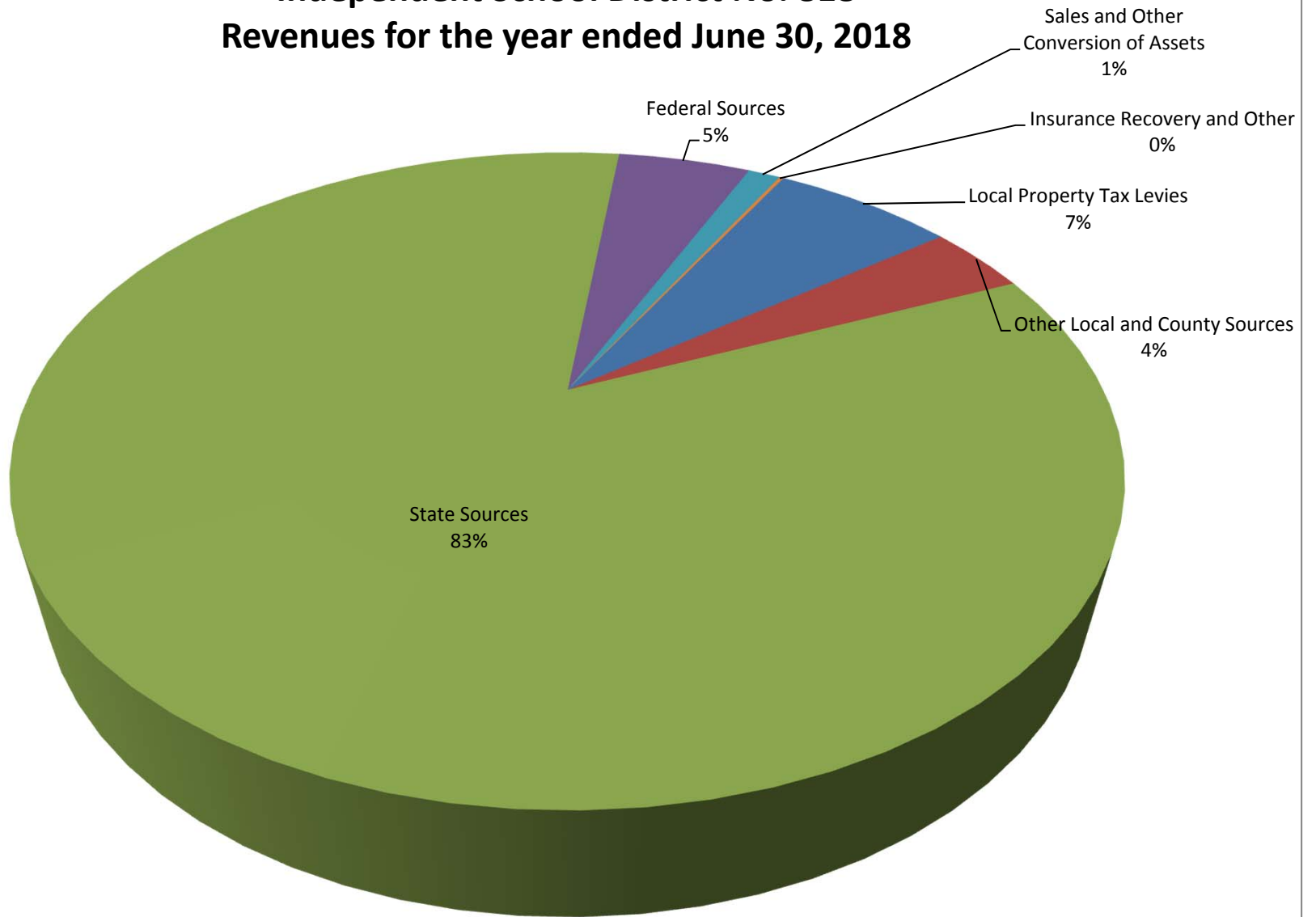
Note 2019-2021 Projected Enrollment taken from District/School Adm and LEP Projections on MDE Website

Note: The MDE Website Address usec <http://w20.education.state.mn.us/MDEAnalytics/Data.jsp>

Note: Highlighted Columns are calculated

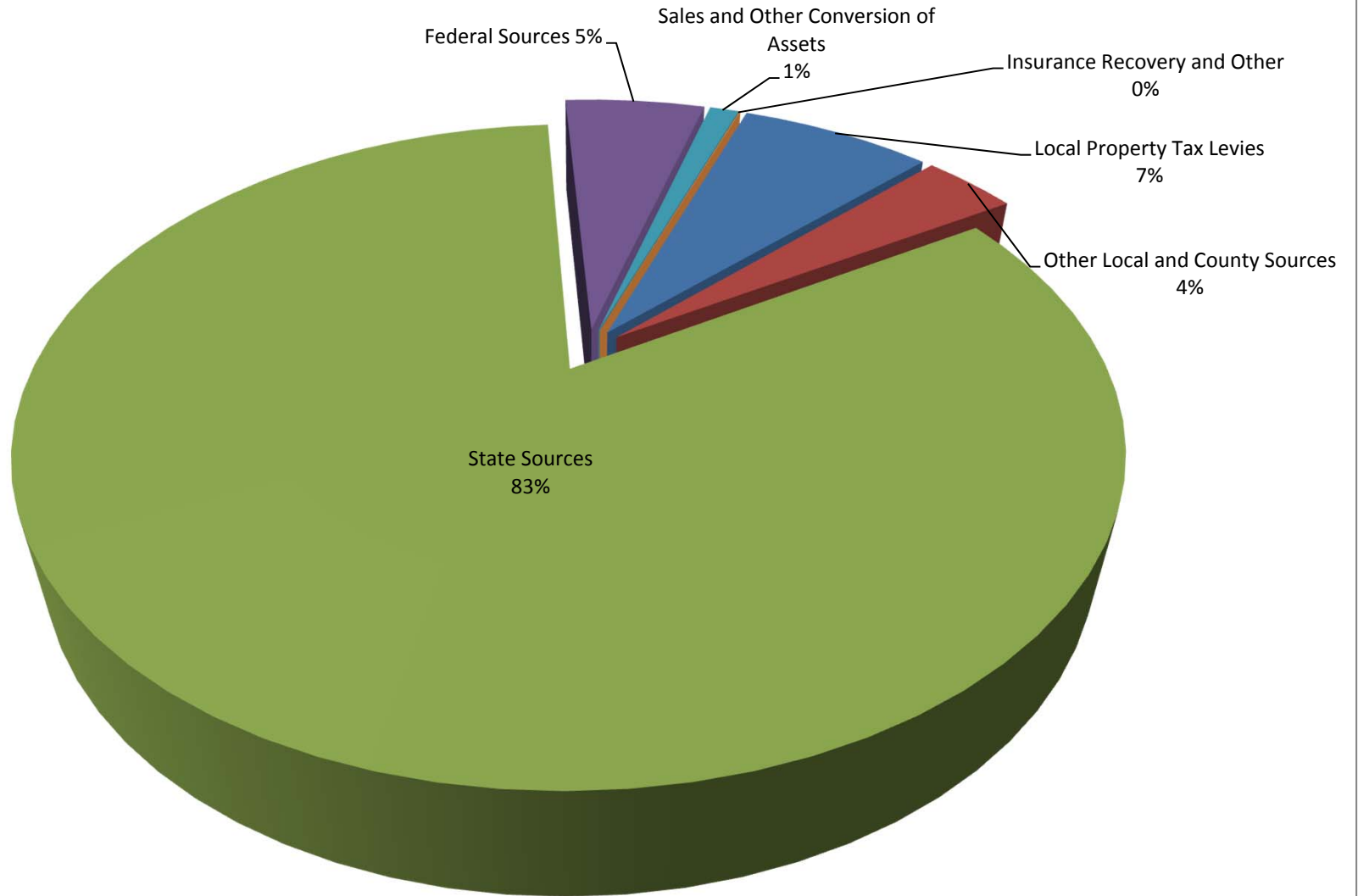
Note: State of Minnesota recommends at least 3-6 months worth of expenditures of unassigned fund balance

# Independent School District No. 818 Revenues for the year ended June 30, 2018

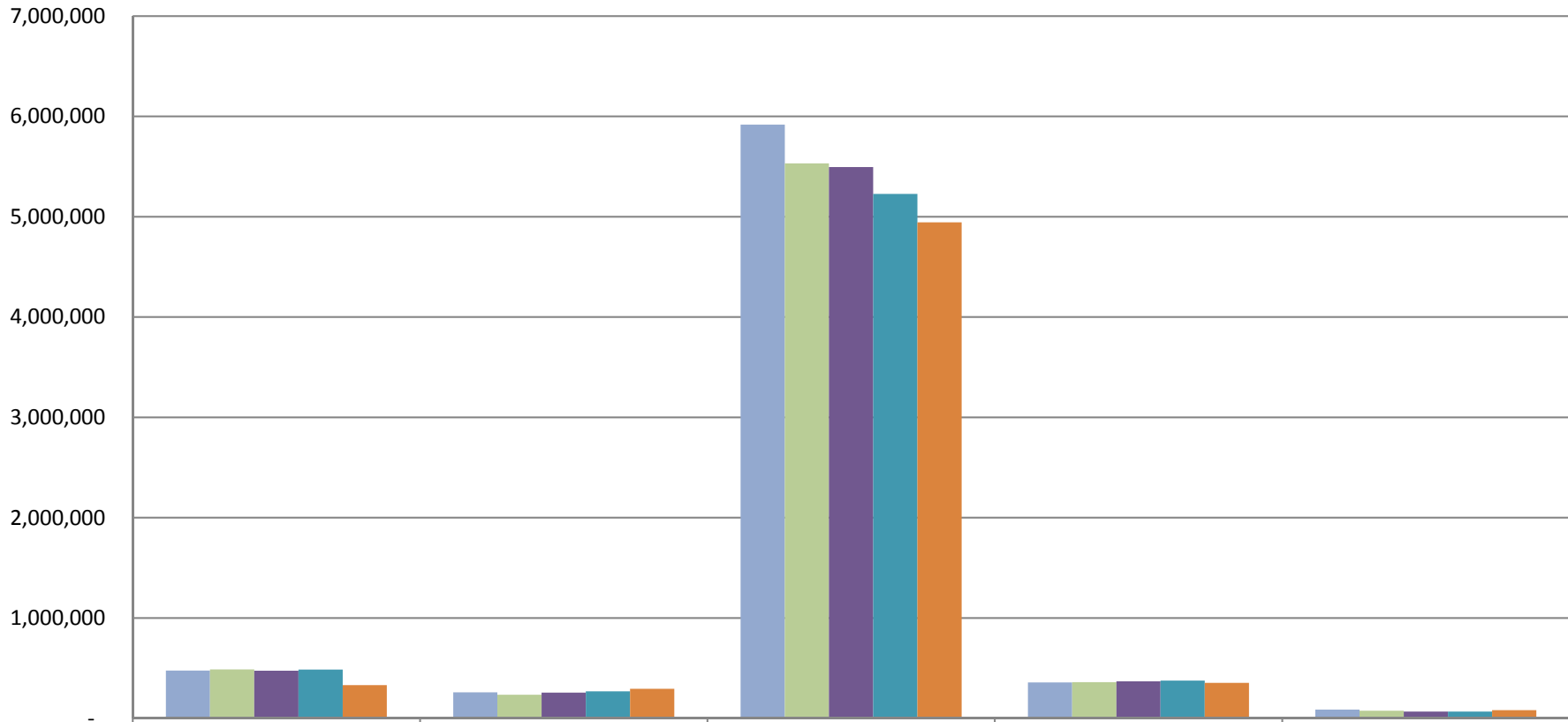




# Independent School District No. 818 Revenues for the year ended June 30, 2017

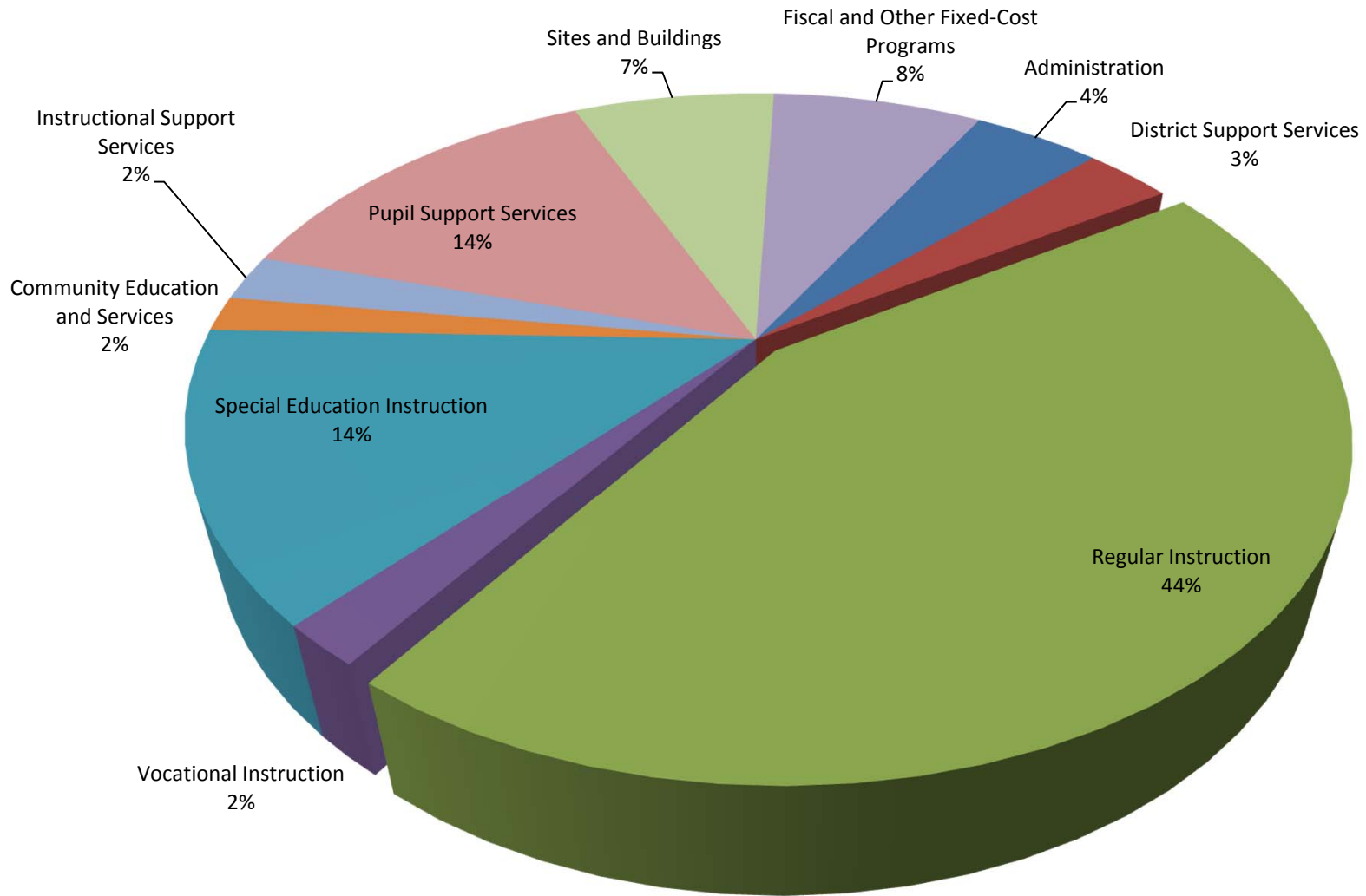


## Independent School District No. 818 Comparative Revenues for the years ended June 30, 2014 thru 2018

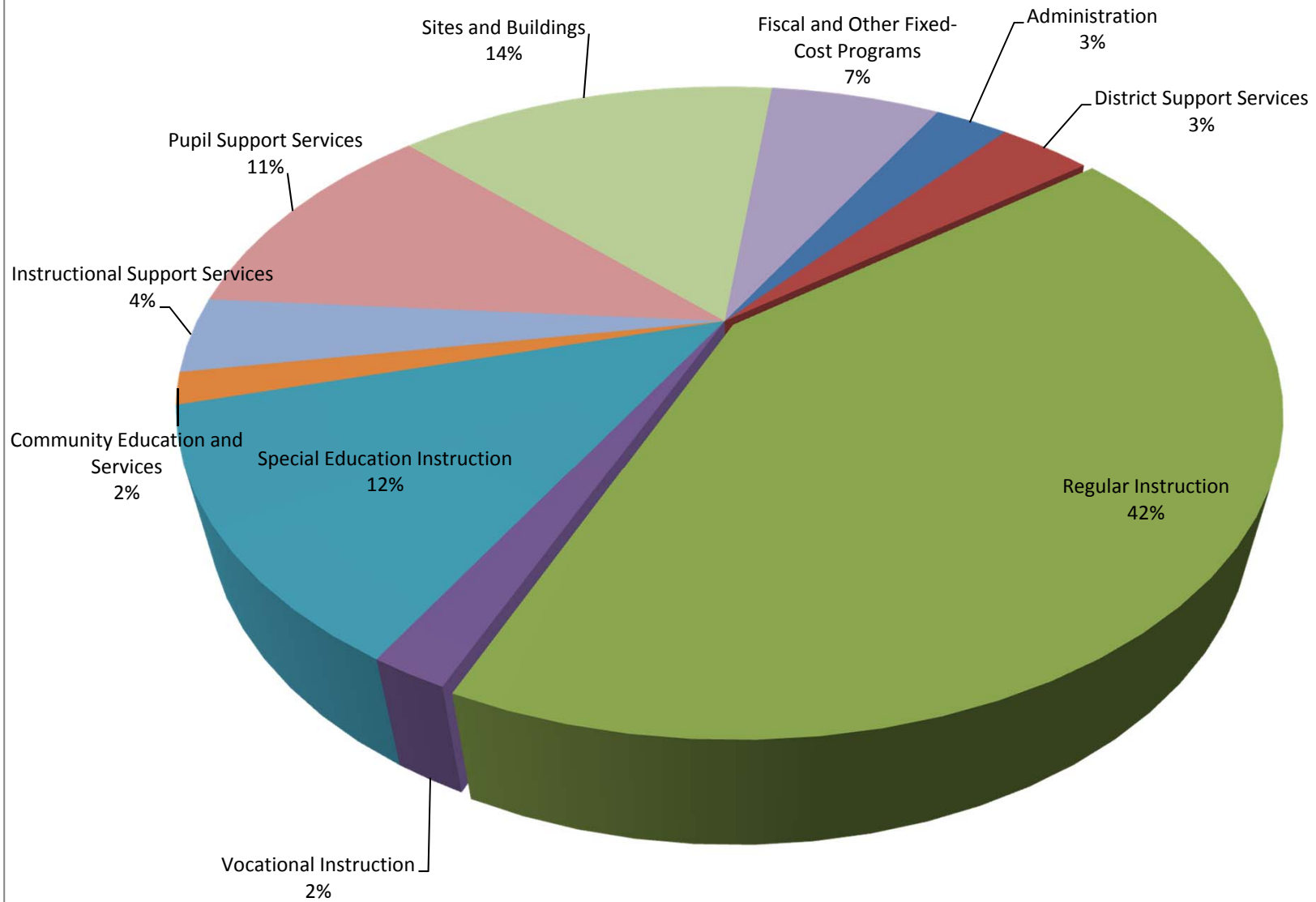


	Local Property Tax Levies	Other Local and County Sources	State Sources	Federal Sources	Sales and Other Conversion of Assets
2017	475,294	258,088	5,916,771	356,139	86,043
2018	486,365	234,578	5,531,544	359,863	74,121
2016	472,976	254,573	5,493,685	367,281	66,155
2015	484,397	268,084	5,226,761	374,273	65,983
2014	329,874	293,322	4,943,093	352,183	80,859

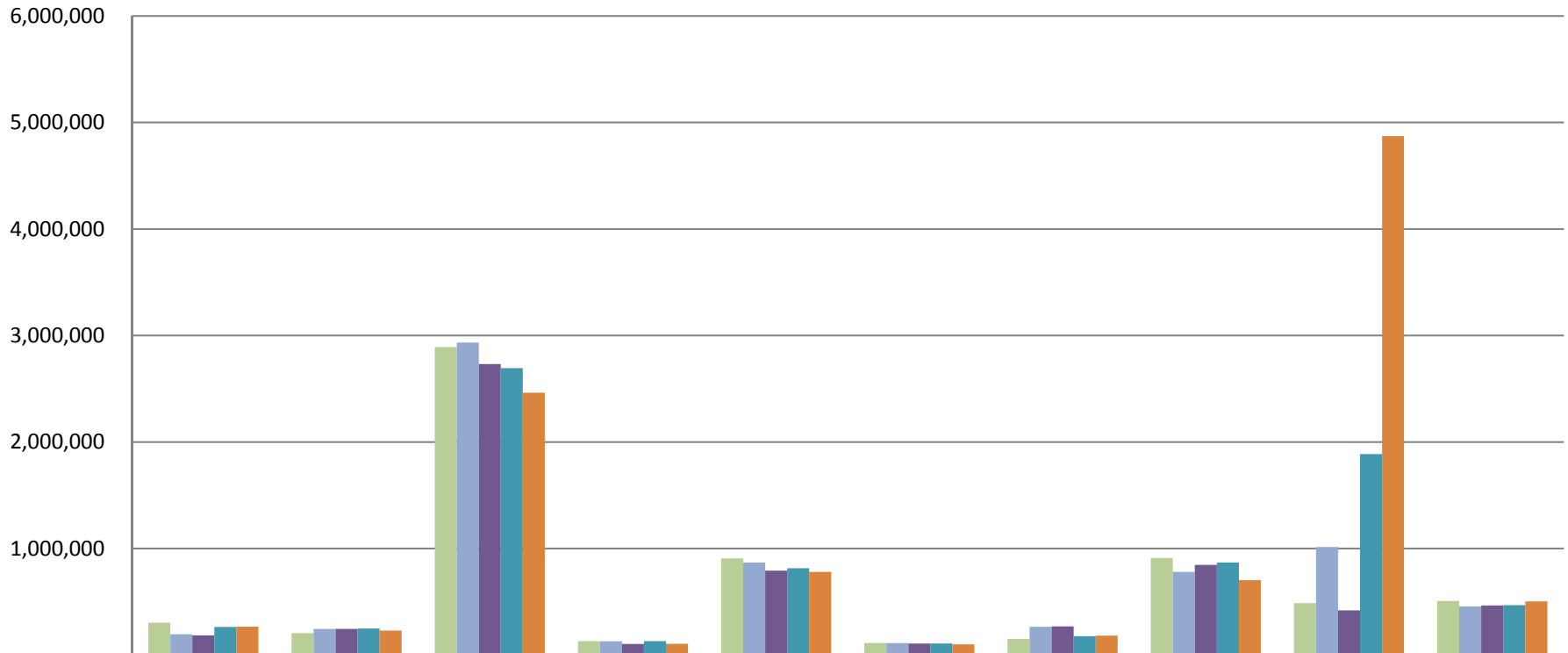
# Independent School District No. 818 Expenditures for the year ended June 30, 2018



# Independent School District No. 818 Expenditures for the year ended June 30, 2017

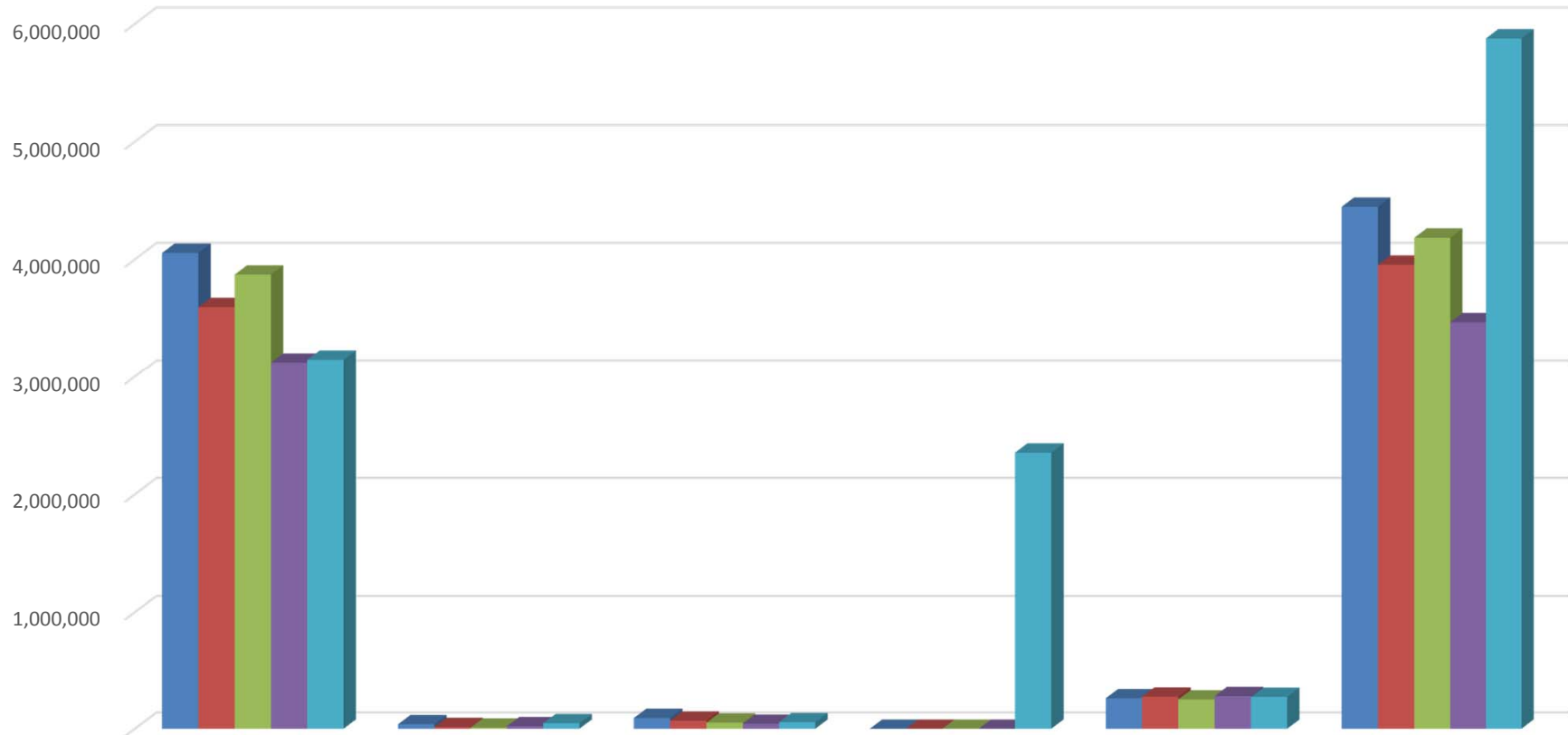


## Independent School District No. 818 Comparative Expenditures for the years ended June 30, 2014 thru 2018



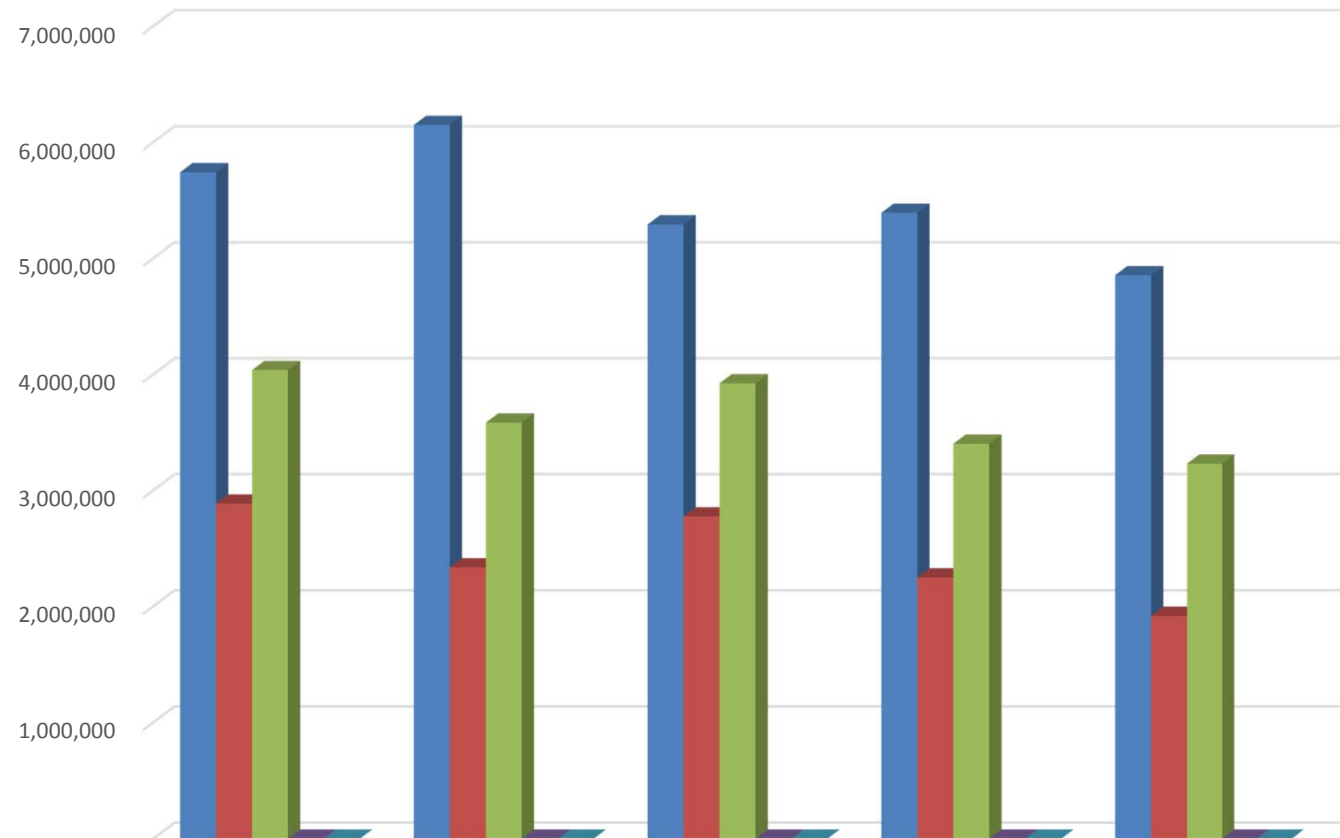
	Administration	District Support Services	Regular Instruction	Vocational Instruction	Special Education Instruction	Community Education and Services	Instructional Support Services	Pupil Support Services	Sites and Buildings	Fiscal and Other Fixed-Cost Programs
2018	302,250	205,057	2,890,694	129,391	906,458	113,349	151,152	910,962	486,518	506,503
2017	194,370	244,369	2,933,204	128,441	868,392	110,901	264,426	779,948	1,012,742	455,258
2016	183,608	244,969	2,730,647	102,930	791,206	108,165	268,246	846,490	418,099	464,301
2015	262,987	248,333	2,692,471	129,452	814,264	107,997	176,670	868,021	1,885,525	467,405
2014	266,221	229,449	2,462,257	105,116	779,776	100,009	181,333	702,259	4,870,883	502,964

## Independent School District No. 818 Cash and Investment Balances for the years ended June 30, 2014 thru 2018



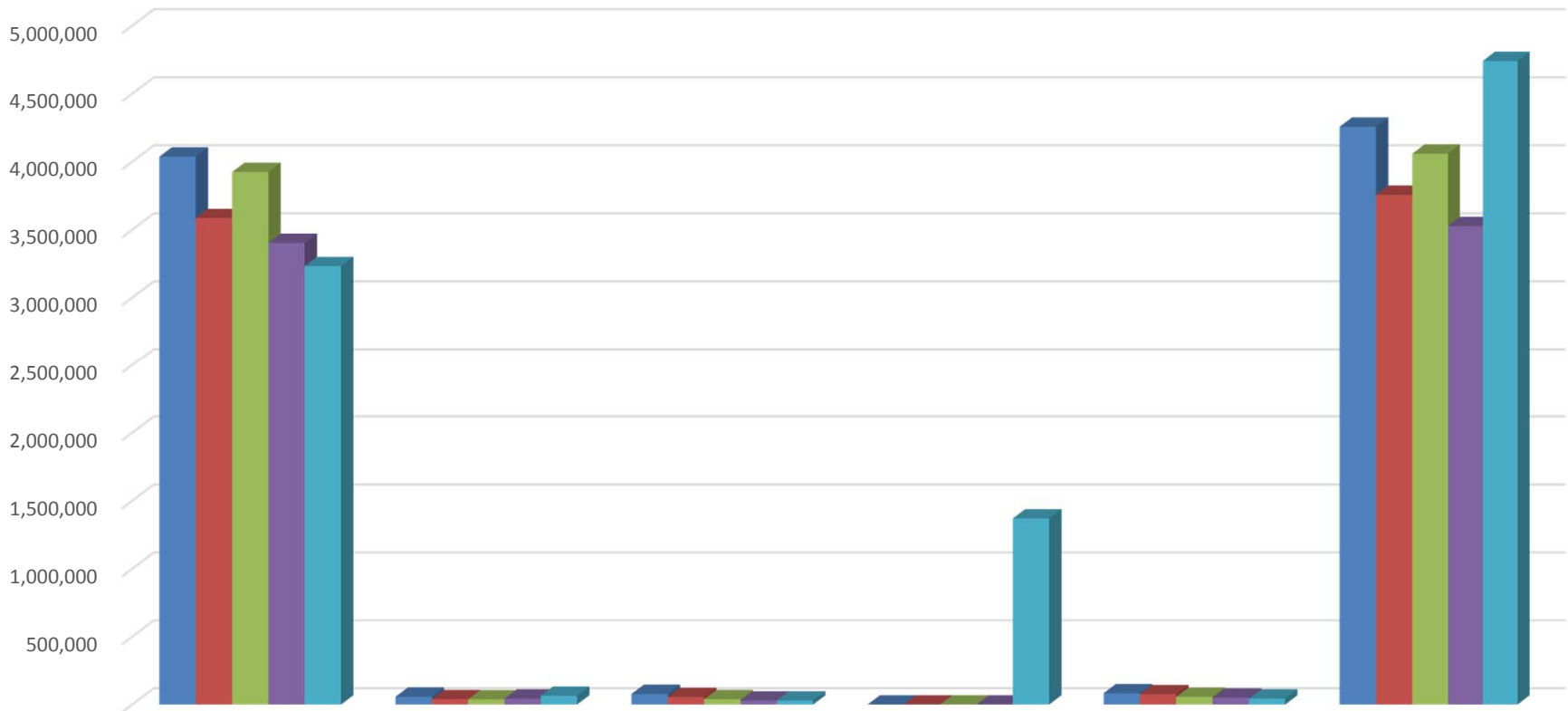
	General Fund	Food Service Fund	Community Service Fund	Building Const Fund	Debt Service Fund	Total
■ 2018	4,054,540	38,260	92,161	-	261,564	4,446,525
■ 2017	3,594,375	14,294	70,022	-	275,375	3,954,066
■ 2016	3,870,739	9,653	51,760	-	251,316	4,183,468
■ 2015	3,122,505	21,204	41,464	-	280,148	3,465,321
■ 2014	3,146,466	46,757	56,169	2,352,785	273,011	5,875,188

## Independent School District No. 818 General Fund Months of Fund Balance for the years ended June 30, 2014 thru 2018



	2018	2017	2016	2015	2014
■ General Fund Total Expenditures	5,742,523	6,149,881	5,292,400	5,392,963	4,855,015
■ General Fund Unassigned Fund Balance	2,887,038	2,337,644	2,776,284	2,250,684	1,919,630
■ General Fund Total Fund Balance	4,037,685	3,585,240	3,923,861	3,402,843	3,231,700
■ General Fund Months of Unassigned Fund Balance	6.03	4.56	6.29	5.01	4.74
■ General Fund Months of Total Fund Balance	8.44	7.00	8.90	7.57	7.99

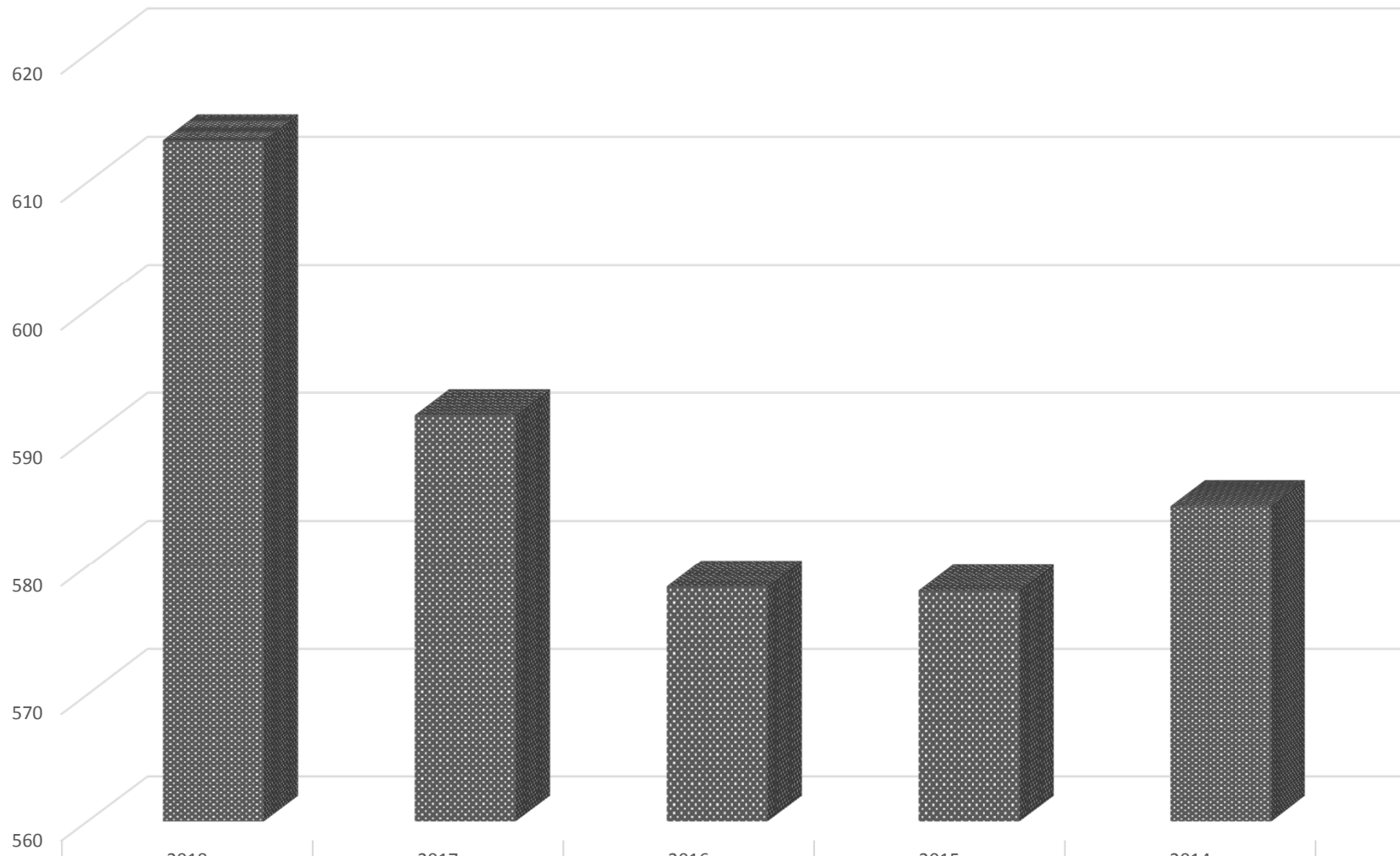
## Independent School District No. 818 Fund Balances for the years ended June 30, 2014 thru 2018



	General Fund Total Fund Balance	Food Service Fund Total Fund Balance	Community Service Fund Total Fund Balance	Building Const Fund Total Fund Balance	Debt Service Fund Total Fund Balance	Total Fund Balance
■ 2018	4,037,685	57,617	78,258	-	83,549	4,257,109
■ 2017	3,585,240	39,432	55,914	-	75,664	3,756,250
■ 2016	3,923,861	38,153	39,750	-	56,886	4,058,650
■ 2015	3,402,843	43,054	29,332	-	50,675	3,525,904
■ 2014	3,231,700	64,466	29,708	1,369,877	44,265	4,740,016



**Independent School District No. 818**  
**Pupil Units**  
**for the years ended June 30, 2014 thru 2018**



Pupil Units

2018  
613.27

2017  
591.8

2016  
578.41

2015  
578.09

2014  
584.71



January 2, 2019

Dear Mr. Brownlow,

I have completed 12 semester credits from Minnesota State University-Moorhead online toward my Educational Specialist degree. I am requesting that I receive a lane change on the pay schedule. Thank you for your consideration.

Respectfully,

Katie Bolland

K-12 Evaluation Specialist

11-30-18

Mr. Brownlow,

Effective December 1, 2018, I wish to resign from the route 9 bus route.

Sincerely,

A handwritten signature in cursive script, appearing to read "Chad".

December 31, 2018

Verndale Public School  
Verndale,  
Minnesota

To whom it may concern,

I will be retiring from my  
paraprofessional position as  
of May 24, 2019.

Yours truly,

Kathleen V. Wellmann

Kathleen V. Wellmann

19866 - 124<sup>th</sup> Street

Verndale, MN. 56481

218-445-5736



**~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.*

To: Mr. Paul Brownlow and the Verndale School Board  
From: Greg Johnson, Dean of Students/Activities Director  
Date: January 7, 2019  
Re: Junior High Boys Basketball Coach

I recommend the Verndale School District hire Zach Johnson to fill the second junior high boys basketball coach position. At this time we have the necessary numbers to warrant a second coach. He will be paid at Step 1 of the extracurricular salary schedule as this is his first year as a paid basketball coach.

Zach was the only applicant for this position and has volunteered with the varsity boy's basketball team for the past year. Zach has experience coaching junior high baseball as well as junior high football.

Sincerely,

Greg Johnson  
Dean of Students/Activities Director



**~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.*

To: Verndale School Board  
From: Paul Brownlow, Superintendent  
Date: December 21, 2018  
Re: Media Assistant

I recommend the Verndale School District increase the hours for Charlene Orlando from 4.5 hours to 6.5 hours in the media assistant position. This change took effect on Monday, December 3, 2018, which is the same time period she resigned her position as a part-time regular route bus driver.

Sincerely,

Paul Brownlow  
Superintendent

## 2018 Exemplary Project Funding Requests

Requestor	Description	Department	Total Cost	Itemized Cost	Approved	Notes	District
Kim Moske	Touchpoint Timeclock	Support					\$1,350
Kelli Marquardt	Classroom Rug	Kindergarten		\$310	Yes		
Alicia Jones	Classroom Rug	First Grade		\$500	Yes		
Brian Hartwig	2 Rogue Echo Bikes	PE		\$1,428 \$714 each	Yes		
Brian Hartwig	3 Weightlifting Bars	PE		\$885 \$295 each	Yes		
Deb Hutson	Sounds Shells	Music					\$13,455
Mike Hess	Server and 2 PC Computers	Support		\$2,590			
Alicia Strayer	Classroom Rug	Kindergarten		\$310	Yes		
Jennifer Cameron	6 Chromebooks	Third Grade		\$1,800 \$300 each	Yes		
Alicia Jones	Author Kevin Lovegreen	First Grade		\$1,150 Author-\$500/Books-\$616	Yes		
Vanessa Waldahl	Washing Machine	SPED		\$600 \$400 washer/\$200 installation	Yes		
Tim Seaton	Compact Steel Standards	PE		\$712.47 \$237.49 each	Yes		
Matt Jones	30 Licenses for Microsoft Office 2019	Business		\$2,750.10	Yes		
Matt Jones	Classroom Shelving	Business		\$200	Yes		
Matt Jones	10 Cyber Acoustics Stereo Headsets	Business		\$119.90 \$11.99 each	Yes		
Matt Jones	Dave Ramsey Entrepreneurship Curriculum	Business		\$600	Yes		
Jeff Moore	Football Storage Addition	Athletics		Football Program Request			\$3,500
Jeff Moore	Auto Scanner and Wrenches	Industrial Arts		\$400 \$250 scanner/\$150 wrenches	Yes		
Kristin Johnson	6 Chromebooks	Third Grade		\$1,800 \$300 each	Yes		
Kody Van Den Eykel	Portable Jump Rope Cart	PE		\$172.11	Yes		
Stephanie Brownlow	Tuba	Music		\$3,012	Yes		
Vickie Thompson	2 Condiment Dispensers	Food Service		\$1,523.99	Yes		
Jeff Moore	CNC Router	Industrial Arts		possible \$5000 from Perkins grant		Will find alternative funding source	\$20,000
Sara Ross	Tower Garden Growing System	Second Grade		\$922.05	Yes		
Rachel Beard	DNA Testing Kits	6th Grade		\$5,750	Yes		
Vanessa Waldahl	2 White Board Tables	SPED		\$623	Yes		
Amy Ashbaugh	Expo Tables and Alternative Seating	Spanish		\$1,950 6 tables - \$1949.70/\$1360 alternat	Yes	Tables/Seating No	
Katherine Ervasti	Classroom SmartBoard	SPED		\$1,599	Yes		
Rachel Bounds	16 Dry Erase Tables and Chairs	Math		\$4,445 \$2780 tables/\$1665 chairs	Yes		
Rachel Johnson	Camera	Support		\$779.99	Yes		
Rachel Johnson	Livestream Camera	Support		\$1,295.98 \$647.99 each	Yes		
Angie Wallin	6 Chrombooks	Fourth Grade		\$1,800 \$300 each	Yes		
				40028.29			

RESOLUTION DIRECTING THE ADMINISTRATION  
TO MAKE RECOMMENDATIONS FOR REDUCTIONS  
IN PROGRAMS AND POSITIONS AND REASONS  
THEREFOR

Member \_\_\_\_\_ introduced the following  
resolution and

moved its adoption:

RESOLUTION DIRECTING THE ADMINISTRATION  
TO MAKE RECOMMENDATIONS FOR REDUCTIONS  
IN PROGRAMS AND POSITIONS AND REASONS  
THEREFOR.

WHEREAS, there may be variables in student enrollment that may require the school district to reduce expenditures immediately, and

WHEREAS, this decrease in student enrollment may include discontinuance of positions and discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

BE IT RESOLVED, by the School Board of Independent School District No. 818, as follows:

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions to effectuate economies in the school district and, as a result of a reduction in enrollment, make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.





**Public Health**  
Prevent. Promote. Protect.

**WADENA COUNTY PUBLIC HEALTH**

22 Dayton Avenue SE  
Wadena, MN 56482-1526  
218.631.7629  
fax 218.631.7632

Date: December 17, 2018

To: Paul Brownlow, Superintendent  
Verndale ISD 818  
411 Brown Street SW  
Verndale, MN 56481

From: Cynthia M. Pederson, Director [cindy.pederson@co.wadena.mn.us](mailto:cindy.pederson@co.wadena.mn.us)  
Wadena County Public Health

Re: 2019-20 Early Childhood Screening (ECS) Services Contract

Enclosed is your Early Childhood Screening (ECS) Agreement effective January 1, 2019 through December 31, 2020. This is a long term contract that we have continued as a two year contract.

Please sign and return the Agreement. One fully executed copy will be returned to you for your records.

Thank you very much.

Encl 1

## AGREEMENT

THIS AGREEMENT made and entered into by and between the County of Wadena, by and through the Wadena County Public Health, hereinafter referred to as Public Health and Verndale School District #818, hereinafter referred to as the School District.

WITNESSETH

WHEREAS, Minnesota Statutes 121A.16 to 121A.19 Omnibus Education Law requires each school district to provide Early Childhood Screening to children between the ages of 3 and school entry in the respective school district; and

WHEREAS, Public Health is a Minnesota Department of Health approved Child and Teen Check Up/Early Childhood Screening (C&TC/ECS) Program and is designated to provide C&TC/ECS services to children ages 0-21 years;

NOW, THEREFORE, in consideration of the mutual understandings and agreements hereafter set forth, it is agreed, by and between Public Health and the School District that:

I. The School District Agrees:

A. Services to be provided:

1. Assure that the school's Early Childhood Screening Program meets all the requirements as defined in Department of Education Rule.
2. Write and submit an Early Childhood Screening Plan to the Department of Education for review by the Department of Education and Department of Health.
3. Select the developmental screening instrument in consultation with Public Health ECS staff in accordance with standards of the Department of Education.
4. Provide clerical assistance to: a) provide list of eligible participants, b) handle inquiries from parents and faculty, c) send screening program notice to parents and d) schedule appointments.
5. Arrange for facility to be used for screening.
6. School nurse to: a) coordinate the ECS Program with Public Health, and b) provide vision and hearing re-screens, as needed.
7. While providing the services contemplated under this Agreement, the School District agrees to comply with all Federal, State and local laws, and all applicable rules, regulations, or standards established by any agency of such governmental units, or the Education Department which are now and hereinafter promulgated.

8. Participates with Public Health in evaluating the Early Childhood Screening Program.
9. Payment for screening fees billed to school to be made within 60 calendar days of receipt of invoice.

#### B. Audits, Reports, Record Disclosures

1. Maintain program and statistical records. The service file should include, at a minimum, eligibility, service plan, screening results, referrals and follow up actions and results.
2. Agree that the County, the Minnesota Department of Education or the State Auditor shall have access to and the right to excerpt, and transcribe any books, documents, papers, records, etc., and accounting procedures and practices of the School District which are relevant to the Contract.

#### C. Data Privacy

1. All data collected, created, received, maintained, or disseminated, or used for any purposes in the course of the School District performance of this Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes 1984, Section 13.01 et seq. or any other applicable State statutes and any State rules adopted to implement the Act, as well as State statutes and Federal regulations on data privacy including HIPPA. The School District agrees to abide by these statutes, rules, and regulations and as they may be amended.
2. The School District designates its Administrator, as its Responsible Authority pursuant to the Minnesota Government Data Practices Act and HIPPA, as the individual responsible for the appropriate administrative, technical and physical safeguards for individually identifiable health information that is electronically transmitted or maintained and other government data, including summary data, pursuant to this Agreement.

#### II. Public Health Agrees to:

1. Provide C&TC/ECS certified nurses for:
  - a. Required ECS screening components including:
    - 1) Developmental Assessment
    - 2) Vision and Hearing
    - 3) Immunization Review
    - 4) Review of family circumstances that might effect development or influence learning.
    - 5) Exit interview with parents to interpret findings
    - 6) Referral and follow up

- b. The following additional non-required components will be offered to parents:
  - 1) Physical, dental and health history assessment
  - 2) Laboratory testing
  - 3) Immunizations
2. Bill Medical Assistance or MN Care for eligible children.
3. Bill school for required ECS components. In the event a third party payor pays for the ECS components, the school billing will be decreased proportionately.
4. Provide follow up:
  - a) Administrative follow up - Individual and summary child screening data shall be provided to the school.
  - b) Clinical follow up - Provide follow up on children referred to another resource to:1) assure referral resources were utilized 2) document the client outcome of the referral service 3) identify continued follow up referral needs 4) evaluate effectiveness of screening program.

### III. Fees for Service

1. To the School - required ECS components per child screened at:
  - \$75.00 – child age 3
  - \$50.00 – child age 4
  - \$40.00 – child age 5or the state rate whichever is higher.
2. The school will be billed as the last source of payment after MA and MNCARE eligibility are determined.
3. It is understood and agreed that is a reduction of funds prevents reimbursement to the School District, through the Department of Education; the respective funding obligations as recited herein shall be renegotiated.
4. Public Health does not guarantee operational costs of the School District facility and will only pay for services rendered.

### VI. General Conditions

1. Public Health or the School District may terminate this Agreement without cause and for any reason whatsoever upon giving at least 60 days written notice thereof to the other party. In such event, Public Health shall be entitled to receive compensation for the services provided up to and including the effective date of termination.
2. Any alteration, variation, modification, waiver of provisions of this Agreement shall be valid only if it has been reduced to writing, duly signed by both parties, and attached to

the original of this Agreement.

3. This Agreement shall be in force and effect as of 1-1-2019 and shall remain in effect through 12-31-2020.

4. This Agreement shall constitute the entire Agreement between the parties and shall supercede all prior and written negotiations.

In witness whereof, the parties hereto have caused this Agreement to be duly executed.

Attest:

Ryan Odden 12/17/18  
Ryan Odden Date  
Wadena County Coordinator

Cynthia M. Pederson 12-11-18  
Cynthia M. Pederson, Director Date  
Wadena County Public Health

Approved as to form and execution:

Kyra Ladd Date  
Wadena County Attorney

Paul Brownlow, Superintendent Date  
Superintendent  
Verndale School District #818

Approved by Wadena County Board  
of Commissioners  
Resolution dated: 12-11-18

# Contract for Cooperation

**Beginning with the 2016-17 school year**, the Bertha-Hewitt Independent School District #786, the Verndale School District #818, and the Parkers Prairie School District #547 will provide a cooperative program for **Wrestling**.

Terms of the contract:

- **Bertha-Hewitt** will be recognized as the **host school**.
- Each Board of Education will supply and pay coaches according to their respective salary schedules.
  - It is understood that the following coaching staff will be hired for this cooperative program:
  - Varsity Head Coach (1), Assistant Varsity Head Coach (1) and Junior High Coach (1)
  - A second Varsity Assistant Coach will be hired if the participation in grades 7-12 is at least 25.
- Each Board of Education and administration shall have management rights over their respective coaches.
- **Cost Sharing:** Each School District will maintain and provide accurate, itemized financial records as to the revenues and costs of the program and at the end of the school year total costs will be shared as follows: 50% of the total costs will be shared equally. 50% of the costs will be shared on a prorated basis according to the number of students participating for the season from each school. The student participant count will be taken at the beginning of the third week of the season. Invoices will be provided to each school district by June 30 and all payments will be made by July 31.
  - Allowable Expenses
    - Transportation to “away contests” including regular and postseason tournaments and all associated expenses (hotel rooms and agreed upon meal stipends for state tournament, etc)
      - The mileage reimbursement rate for the 2018-2019 season will be \$1.67. Mileage reimbursement rates for subsequent years will be set by 11/1 or as soon as practicable.
    - Expenses for entry fees
    - Expenses for awards (capped at \$350 for BHVPP Invitational and \$100 for End of Year)
    - Expenses for coaches meetings and workshops
    - Expenses for officials and event personnel (ticket taker, score clock, scorebook)
    - Expenses for supplies (capped at \$1,200 with purchases made by host district)
    - Uniforms on a five-year purchase cycle and capital expenses with prior approval by all three school districts
  - Non-Allowable Expenses
    - Transportation to practices or Bertha-Hewitt home match(es)
    - MSHSL school participation fees
    - Expenses above the allocated caps for awards and supplies
    - Expenses for concession stand workers or custodial staff
- Gate admission passes or punch cards will be honored at all home wrestling events.
- Student/athletes will be affected by administrative rules and regulations from their home school as well as rules and regulations established by the head coach.
- Any school board must notify the other school boards, in writing, prior to October 30<sup>th</sup> of any given year if they do not wish to renew this agreement for the **following** year.

- Practices will be held at the Bertha-Hewitt practice facility. However, the head coach reserves the right to practice separately at each site on some occasions.
- Uniforms will be of a neutral color, preferably black and gray.
- The team name shall be Bertha-Hewitt/Verndale/Parkers Prairie Raiders.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Bertha-Hewitt School Board Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Verndale School Board Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parkers Prairie School Board Chairperson



# Bertha-Hewitt Independent School District 786

### School Board

Keith Bauch Sarah Baumgartner  
 Matt Blashack Kim Gavin  
 Jerry Haase Sharon Thiel  
 Russ VanDenheuvel

310 Central Avenue South, P.O. Box 8

Bertha, MN 56437  
 Phone: 218-924-2500  
 Fax: 218-924-3252  
 www.isd786.org

### Administration

Eric Koep, Superintendent  
 Darren Glynn, Principal  
 Lynn Lindquist, Business Manager  
 Steve Riewer, Activities Director

## ART

### Contract for Cooperation

Commencing with the 2018-2019 school year, the Bertha-Hewitt Public School (ISD #786) shall provide Art instruction services to the Verndale Public School (ISD #818).

#### Terms of the Contract:

- Salary Schedule and Master Contract of ISD #786 shall be used for the instructor.
- ISD #818 shall have management rights regarding the instructor while performing duties for their district.
- ISD #786 shall serve as the fiscal agent.
- ISD #818 shall be billed a prorated amount for all costs associated with the teaching employment of the instructor, based upon time assigned to each district. Costs to be shared on a prorated basis shall include salary and all fringe benefits at 66V/33B-H. Staff development expenditures and mileage between the districts shall be billed on a 66/33 basis. Billing will occur at the conclusion of the school year and prior to August 31.
- Program costs such as instructional supplies, repairs, equipment and general supplies shall be purchased independently by each district based on each district's unique needs.
- Should any district wish to discontinue the sharing arrangement for the ensuing school year it is required that notification, in writing, be submitted to the other district prior to February 1.
- Should the position be vacated by the incumbent instructor both districts shall participate in filling the position.
- The parties understand and agree that each District will be responsible for implementing the level of training for said employee that is deemed necessary in said District's discretion, to allow the employee to satisfactorily perform the duties expected. The employee will be subject to the individual policies, procedures and requirements of each District while performing services for each District and each District assumes responsibility for overseeing the employee's work for their respective District. In the event any action, conduct or wrong doing, whether by omission or commission, of the employee occurs in the course and scope of fulfilling this contract, the District incurring any damage or loss as a result of said employee's conduct agrees to assume responsibility for the same and to indemnify and hold harmless, the other District from any claims related thereto that are made against the other District.

Sharon Thiel  
 Chairperson, Board of Education, ISD #786

4/6/18  
 Date

Marcus [Signature]  
 Chairperson, Board of Education, ISD #818

4/2/2018  
 Date

*Encouraging students to reach their full potential in a safe, accepting environment in partnership with students, staff, families, and community members*



December 18, 2018

To: Sourcewell Member Superintendents in Sub-Region I  
From: Chad Coquette, Executive Director/CEO, Sourcewell  
Re: Voting Information and Ballot for the 2018  
Sourcewell Board of Directors Election

Enclosed is one election ballot and biographies for this year's election. We ask that you reproduce and distribute this information at your next Board meeting (one ballot for each Board Member). **Please place the completed ballots in an envelope, seal it and sign across the seal.** Then mail or deliver that envelope to Danielle Wadsworth at Sourcewell, 202 12<sup>th</sup> Street NE, PO Box 219, Staples, MN 56479, so that it arrives in our building no later than **February 5, 2018.**

To ensure this very important letter is received we are sending it by certified mail, return receipt requested. To save additional postage, we ask that you reproduce the ballot and supply your own ballot return envelope. Please be sure to seal and sign across the seal and indicate on the front "**Sourcewell Election.**"

**Thank you for your help and for all you do for Sourcewell.**

ENC: Election Ballot  
Election biographies

**Mary Freeman-**

It is an honor to be nominated to serve on the Sourcewell Board of Directors.

My 14 years of service on the Staples-Motley School Board, and my continuing leadership training with GIANT Worldwide, have prepared me for service with an organization like Sourcewell.

If elected, my goal would be to continue investment in the growth of Region 5 schools, cities, counties and non-profits which will benefit all communities.

I would sincerely appreciate your vote.

**Kent Schmidt-**

Kent Schmidt is a 56 year old stay at home dad of three school-age children who has lived in the Wadena area for the past 19 ½ years. Kent has a BS in Chemistry from SMSU and a MS in Inorganic Chemistry from UMD. He has served as a substitute teacher and tutor at WDC for the past five years. Kent is starting his seventh year as a member of the WDC School Board, having served as Treasurer, Vice-Chair and currently as Chair for the past two years. Kent is also Chair of the Share-A- Home Board, a Board Member for the Wadena Chamber of Commerce, Treasurer of the WDC PTO and he is a member of the Wadena Rotary Club.

**Scott Veronen**

I have served on the Sourcewell Board of Directors for the past eight years. Currently, I serve as clerk of this board, as well as the chairman of the Sourcewell Insurance Board of Trustees. During my tenure on the board, I have been a part of the building and expanding of Sourcewell headquarters; implementation of innovative funding for schools, cities and counties; the creation of Education Solutions and the funding opportunity that allowed the construction of four new Level 4 educational facilities in Region 5.

For the past nine years I have served on the Verndale Public School board, currently serving as the treasurer. I also serve on the Freshwater Board of Directors. I own and operate an independent insurance agency in Verndale, MN. My extensive experiences on the Sourcewell Board of Directors, as well as my other board experiences, make me an excellent candidate to continue to represent your best interests.

# 2018 SOURCEWELL BOARD OF DIRECTORS ELECTION

## Official Ballot Sub Region I

Each individual board member of each Sourcewell member school district is asked to complete one ballot and give it to your school board clerk who will return the completed ballots in a sealed envelope marked **Election Ballots** to: Sourcewell, 202 12<sup>th</sup> Street NE, PO Box 219, Staples, MN 56479.

Instructions: Vote for candidates by marking an (X) in the square opposite the name of each candidate you wish to vote for:

Four-year term. Vote for ONE.

Mary Freeman

Kent Schmidt

Scott Veronen

\_\_\_\_\_ (write-in)



To: Verndale School Board

From: Greg Johnson, Dean of Students/Activities Director

RE: Monthly Report (January 2019)

- 1) Jr High BBB started last week. Currently have 14 players (9 8th graders and 5 7th graders)
- 2) Posted for Varsity Volleyball coach.



**K-12 Principal / District Assessment Coordinator Report**

**January 7, 2019**

1. Events of the Past Weeks
  - a. NCRC Assessment for Seniors – December 4<sup>th</sup>
  - b. Elementary Pirate Pride - November Student of the Month – December 7<sup>th</sup>
    - i. Harley Lynk – 3<sup>rd</sup> Grade
    - ii. Gracei Current – 6<sup>th</sup> Grade
  - c. Christmas Tea – December 6<sup>th</sup>
  - d. 7-12 Choir / 5-12 Band Concert – December 6<sup>th</sup>
  - e. ASVAB for Juniors – December 7<sup>th</sup>
  - f. 5<sup>th</sup> / 6<sup>th</sup> Grade Ski Trip – December 10<sup>th</sup>
  - g. Elementary Music Program – December 14<sup>th</sup>
  - h. Holiday Spirit Week – December 17<sup>th</sup>-21<sup>st</sup>
    - i. High School Caroling / Elementary Caroling
    - ii. High School Battle of the Grades
    - iii. Kindness Challenge
    - iv. Holiday Store
    - v. Preschool Music Program
  - i. Curriculum Review Meeting – January 7<sup>th</sup>
2. Upcoming Events / Mark Your Calendars
  - a. End of Semester 1 – January 18<sup>th</sup>
  - b. No School – Professional Development Day – January 21<sup>st</sup>
  - c. Curriculum Review Meeting – February 4<sup>th</sup>
    - i. 5:15 p.m. in the FACS Room
3. High Reliability School Program Update
  - a. Participated in the HRS Retreat at Sourcewell – December 13<sup>th</sup>
  - b. Demonstration Site Visits coming
    - i. Verndale staff will visit WHA on January 9<sup>th</sup>
    - ii. WHA staff will visit Verndale on January 10<sup>th</sup>
  - c. HRS Professional Development Day at Sourcewell on January 18<sup>th</sup>
  - d. Sourcewell Board Members visit Verndale on January 24<sup>th</sup>
  - e. HRS Webinar with Phil Warrick on February 4<sup>th</sup>
  - f. Teachers will participate in the second round of Instructional Rounds the last week of January

**Superintendent Report**  
**January 7, 2019**

**Verndale School Enrollment Update – Students K-12**

September 2007	425	September 5, 2014	517
May 2008	431	May 22, 2015	523
September 2008	465	September 1, 2015	530
May 22, 2009	462	May 20, 2016	522
September 23, 2009	485	September 6, 2016	537
May 19, 2010	468	September 23, 2016	536
September 8, 2010	483	May 31, 2017	547
May 18, 2011	486	September 8, 2017	542
September 22, 2011	480	September 26, 2017	542
May 23, 2012	466	May 18, 2018	543
September 18, 2012	486	September 25, 2018	566
May 3, 2013	485	October 30, 2018	563
September 4, 2013	496	November 26, 2018	567
May 30, 2014	502	<b>January 3, 2019</b>	<b>560</b>

Preliminary budget set at: 540 Students  
Revised Budget 562 Students

1. **High Reliability Schools (HRS) Demonstration Site** - Our work with HRS continues throughout the school district. We were certified in Level 1 last year and plan to be certified in Level 2 in the near future. Consequently, we are nearing the time when we will become a demonstration site for other schools to visit and learn from our work on HRS. This week we will travel to our partner school, WHA, to see the work they are doing in their school, and they will visit Verndale on January 10 to see the work we have done. This will set the stage for future visits by other schools. This has been a great opportunity for our staff and school. It is exciting to know that we will be able to showcase our work to other professionals in the region and state.
2. **Extracurricular Schedule** - Work is being done to conduct a review of the extracurricular schedule for all activities on Schedule C of the teachers' contract. This discussion was started at the negotiations' table last year and still has more work to be done. I will keep the board posted as we move through this process.
3. **FY 2020 Budget** - Preliminary work will start on the budget process for FY 2020. The initial steps are to review student enrollment and project potential state and federal

revenues. Dawn and I will also meet with department heads to determine budget needs for the upcoming school year. We will plan to schedule a finance committee meeting in March once these details are more concrete.

4. **Staff Inservice** - The district will hold a staff inservice day on January 21. There will be time for teacher grading, training, and reviewing our work on HRS. The afternoon will be spent with Ben Rudrud and Scott Doss from National School Safety Consulting who will discuss various school safety measures to ensure our students and staff are safe in our school building.
  
5. **MSBA Leadership Conference** - The MSBA Leadership Conference is scheduled for January 17-18 in Minneapolis. Verndale graduate, Dave Horsager, is the featured speaker for the opening session. Rooms have been reserved for Shyla, Chris, and Tony. We can coordinate travel plans after the meeting.

**Upcoming Events**

Verndale/WHA HRS Demonstration Site Visits	January 9-10
MSBA Leadership Conference	January 17-18
End of Second Quarter/First Semester	January 18
Staff Inservice/No School for Students	January 21
February Board Meeting	February 5