



~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 3, 2018
6:30 PM
MEDIA CENTER**

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. Approve Consent Agenda and Report Items
 - a. Approve Minutes from the November 5, 2018 Regular and November 15, 2018 Special Board Meetings
 - b. Freshwater Education Report
 - c. Legislative Report
 - d. Donation(s)
- VII. New Business
 - a. Approve Financial Reports/Payment of the Bills
 - b. Certify 2018 Payable 2019 Levy
 - i. Budget Presentation
 - ii. Public Hearing on Proposed Budget and Property Taxes
 - iii. Certify Final 2018 Payable 2019 Levy
 - c. Approve Revised FY 2019 Budget

- d. Consider/Approve the Following Personnel Items:
 - i. Resignation(s)/Retirement(s)
 - 1. Varsity Volleyball Coach
 - ii. Employee Contract(s)/Notice(s) of Assignment
 - 1. Part-Time English Learn (EL) Teacher
 - 2. Long-Term Substitute Elementary Teacher
 - e. Approve FY 2018 and FY 2019 Non-Union Extracurricular Driver Pay Schedule
 - f. Approve 2017-2018 World's Best Workforce Report
 - g. Approve Memorandum of Understanding Between Maria Uselman and Education Minnesota and Verndale Public School District 818
 - h. Approve Nomination for Sourcewell Board of Directors Election
 - i. Approve the Following Program(s)/Contract(s)/Membership(s)
 - i. Agreement for Cooperative Sponsorship of Speech
 - j. Set Date for 2019 School Board Organizational Meeting
- VIII. Administrative Reports
- a. Dean of Students/Activities Director
 - b. K-12 Principal/District Assessment Coordinator
 - c. Superintendent



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**SCHOOL BOARD AGENDA
REGULAR MEETING
Monday, December 3, 2018
6:30 PM
MEDIA CENTER**

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. Approve Consent Agenda and Report Items
 - a. Approve Minutes from the November 5, 2018 Regular and November 15, 2018 Special Board Meetings - Enclosed. **Recommend Approval**
 - b. Freshwater Education Report - October 24, 2018 Meeting Minutes
 - c. Legislative Report - Paul
 - d. Donation(s) - Resolution enclosed. **Recommend Approval**
- VII. New Business
 - a. Approve Financial Reports/Payment of the Bills - Enclosed. **Recommend Approval**
 - b. Certify 2018 Payable 2019 Levy
 - i. Budget Presentation - A short presentation on the FY 2019 budget will be shared at the meeting.
 - ii. Public Hearing on Proposed Budget and Property Taxes
 - iii. Certify Final 2018 Payable 2019 Levy - The board set the preliminary levy back in September with minor reductions in a few levy categories. The recommendation

is to certify the levy as as proposed with no further reductions. **Recommend Approval**

- c. Approve Revised FY 2019 Budget - The revised budget will be presented at the meeting. The revision will include increases in revenues due to changes in student enrollment and additional federal funding for the Title programs. Adjustments in expenses include increased costs for staffing changes, school resource officer, transportation maintenance, and legal fees. **Recommend Approval**
- d. Consider/Approve the Following Personnel Items: Letters enclosed. **Recommend Approval**
 - i. Resignation(s)/Retirement(s)
 - 1. Varsity Volleyball Coach
 - ii. Employee Contract(s)/Notice(s) of Assignment
 - 1. Part-Time English Learn (EL) Teacher
 - 2. Long-Term Substitute Elementary Teacher
- e. Approve FY 2018 and FY 2019 Non-Union Extracurricular Driver Pay Schedule - The non-union extracurricular drivers did not receive an increase for the 2017-2019 term. The recommendation is to provide them with an increase based on the board's negotiations model. The new hourly rate schedule is enclosed for your review. **Recommend Approval**
- f. Approve 2017-2018 World's Best Workforce Report - Mr. Follingstad will present the summary and share the feedback from the public meeting that was held on November 19. Shyla and Tony were present at the meeting to represent the school board. **Recommend Approval**
- g. Approve Memorandum of Understanding Between Maria Uselman and Education Minnesota and Verndale Public School District 818 - Enclosed. **Recommend Approval**
- h. Approve Nomination for Sourcewell Board of Directors Election - Enclosed. **Recommend Approval**
- i. Approve the Following Program(s)/Contract(s)/Membership(s)
 - i. Agreement for Cooperative Sponsorship of Speech - Wadena-Deer Creek has requested to combine speech programs with us. They have already approved the shared agreement at their board meeting. There is no cost or risk to the Verndale School District for sharing this program with Wadena. We will follow the same agreement that we have for hockey. **Recommend Approval**
- j. Set Date for 2019 School Board Organizational Meeting - The recommendation is to set the meeting for the first Monday in January at 6:30 pm. That date is Monday, January 7, 2019. The organizational meeting will be followed by the regular meeting for January. **Recommend Approval**

VIII. Administrative Reports

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

November 5, 2018

The Verndale Public School Board of Independent School District No. 818, Verndale, Minnesota met for a regular meeting on Monday, November 5, 2018 at 6:30pm 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, Cory Carr, Amy Ashbaugh, Jen Veronen, Deb Hutson, and Mary Gronlund.

Roll call was taken. A quorum was determined.

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

Recognition of the public.

Motion by Chris Youngbauer, seconded by Tony Stanley to approve the minutes from the September 27, 2018 Regular School Board Meeting. Motion carried.

Freshwater Education Report: Scott Veronen

Legislative Report: Mr. Brownlow

School Resource Officer Report: Cory Carr

Spanish Trip Presentation: Amy Ashbaugh

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

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>
DISTRICT:		
St. John's Lutheran	Church Adopt a Classroom	\$ 100.00
Naeir	Office & Resource Room Supplies	\$ 4,400.00
Verndale Lions	Title 1 Family fun Night	\$ 100.00
Verndale Lions	Community Ed Festival of Lights	\$ 100.00
		<u>\$ 4,700.00</u>

Where upon the Resolution was declared duly passed and adopted by the Verndale Public School Board this 5th day of November, 2018.

Signed:

Attest:

Signature

Marcus Edin
Chairperson

Signature

Scott Veronen
Treasurer

Old Business:

Motion by Bill Blaha, seconded by Shyla Hess to approve the Snow Removal Quote for 2018-2019 from Youngbauer Landscaping. Roll call. Chris Youngbauer abstained. Motion carried

New Business:

Motion by Scott Veronen, seconded by Bill Blaha to approve the Financial Reports/Payment of Board Checks 45081-45209. Roll call, motion carried unanimous.

Motion by Chris Youngbauer, seconded by Shyla Hess to approve hiring Tanya Merk as Education Assistant starting October 5, 2018. Roll call. Motion carried unanimous.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve the Assurance of Compliance and Mandated Reporting application. Motion carried.

Motion by Chris Youngbauer, seconded by Shyla Hess to approve the Community Education Report. Motion carried.

Motion by Bill Blaha, seconded by Scott Veronen to set the meeting date to Canvass School District General Election Votes for Thursday, November 15, 2018 at 6:00 pm. Motion carried.

Discussed the nomination for Sourcewell Board of Directors Election. Nominations can be considered and recommended at the November 15 or December 3, 2018 meeting.

Motion by Tony Stanley, seconded by Chris Youngbauer to approve the Bemidji State University Memorandum of Agreement for Student Training Experience-Internship. Motion carried unanimous.

Motion by Bill Blaha, seconded by Shyla Hess to approve the 2018-2019 Rural Minnesota CEP Contract for Career Advising Services. Roll call. Motion carried unanimous.

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

Meeting adjourned at 7:27pm by Chairman of the Board, Marcus Edin.

Respectfully submitted by the Board,

Tony Stanley, Clerk

Mary Gronlund, Secretary

November 15, 2018

The Verndale Public School Board of Independent School District No. 818, Verndale, Minnesota met for a special meeting on Thursday, November 15, 2018 at 6:00 pm in the Verndale School Boardroom. The meeting was called to order by the Chairman of the Board, Marcus Edin. The meeting started with the Pledge of Allegiance.

Members present: Marcus Edin, Bill Blaha, Scott Veronen, and Shyla Hess.

Members absent: Tony Stanley and Chris Youngbauer

Others present: Superintendent Paul Brownlow

Roll call was taken. A quorum was determined.

Motion by Scott Veronen, seconded by Shyla Hess to approve the agenda as presented by Mr. Brownlow. All voting in favor thereof, motion carried.

New Business:

Motion by Bill Blaha, seconded by Scott Veronen to approve the Resolution Canvassing Returns of Votes of School District General Election. All voting in favor thereof, motion carried.

Motion by Shyla Hess, seconded by Scott Veronen to approve Resolution Authorizing Issuance of Certificates and Directing School District Clerk to Perform Other Election Related Duties. All voting in favor thereof, motion carried.

Meeting adjourned at 6:02 pm by Chairman of the Board, Marcus Edin.

Respectfully submitted by the Board,

Tony Stanley, Clerk

**MINUTES
REGULAR BOARD MEETING AGENDA
FRESHWATER EDUCATION DISTRICT # 6004
WEDNESDAY, October 24, 2018
Maslowski Center, Wadena, MN**

CALLED TO ORDER by the Chair –Vince Hinojos at 5:03 PM.

ROLL CALL- Board: Vince Hinojos- Wadena Deer Creek, Scott Veronen-Verndale, Penny Benning-Browerville, Russ VanDenheuvel-Bertha-Hewitt, Rod Thalmann-Henning, Julia Kicker-Menahga, Mary Freeman-(Alternate) Staples Motley, Charles Funk-Sebeka, Chuck Wolf-Long Prairie – Grey Eagle; Superintendents: Lee Westrum-Wadena-Deer Creek; Directors: Jerry Nesland, Lori Murdock; FED Staff: Cari Greiner, Administrative Recorder: Sharon Thiel.

ADOPTION OF THE AGENDA- MOTION BY VanDenheuvel and SECONDED BY Thalmann to approve the agenda as presented. VOTE- U/C

GUEST PRESENTATION- L. Murdock and C. Grenier presented on “*Trauma Informed Care*” an organizational structure and treatment framework that involves understanding, recognizing, and responding to the effects of all types of trauma. Freshwaters “TIC Team” started training all Freshwater Education District Staff Members last fall.

APPROVAL OF PAST BOARD MINUTES-MOTION BY Funk and SECONDED BY Veronen to approve the *July 25, 2018* minutes as presented. VOTE-U/C

OLD BUSINESS-

MOTION BY Benning and SECONDED BY VanDenheuvel to accept the August, September & October Superintendent Advisory Council Meeting Minutes as presented. VOTE- U/C

MOTION BY Veronen and SECONDED BY Funk to approve all of the *ezIQC* prequalified general and subcontractor contracts as reviewed at this meeting. VOTE-U/C

**NEW BUSINESS AND REPORTS-
SPECIAL EDUCATION REPORT;**

MOTION BY Thalmann and SECONDED BY Benning to approve the 18/19 SY Level IV Student Handbook as presented. VOTE- U/C

ALC/TARGETED SERVICES REPORT;

MOTION BY Funk and SECONDED BY VanDenheuvel to approve the *Sourcewell Service Cooperative* Small Project grant award in the amount of \$1,500 to help set up a therapy health room at the Long Prairie ALC. VOTE-U/C

Board Member C. Wolf joined the meeting at 5:32 PM.

MOTION BY Benning and SECONDED BY Freeman to approve the *Sourcewell Service Cooperative* Small Project grant award in the amount of \$999.78 to purchase additional kitchen items to use for life skills and science projects for the Staples ALC. VOTE-UC

MOTION BY Thalmann and SECONDED BY Veronen to approve the 18/19 SY ALC Student Handbook as presented. VOTE-U/C

MOTION BY VanDenheuvel and SECONDED BY Kicker to authorize the purchase of two (2) Area Learning Center Vans of nine (9) passenger plus driver, to be ordered with delivery after July 1, 2019, under a Service Cooperative State Fleet prequalified State Bid Contract CPC#18.3 VHL. VOTE- U/C

REVIEWED ALC Student Enrollment trend as of October 1st.

MOTION BY Funk SECONDED BY Wolf to authorize the sale of two (2) vans to be sold on-line or direct negotiations with other governmental agencies in FY20. VOTE- U/C

TECHNOLOGY REPORT; REVIEWED the Fiber Lease Assessment Chart and an update of the FCC Appeal Status was giving.

ECFE/SR REPORT; UPDATE of Pillager School District receiving ECFE Programming Services effective the 18/19 SY.

MEMBER SERVICES; REVIEWED FED 12.5.18 Legislative Day Agenda; REVIEWED the 19/20 SY Menu Options; REVIEWED August & September 2018 Project 20/20 Month End Report.

MOTION BY Benning and SECONDED BY Wolf to approve an anonymous donation totaling \$5,000 to the Rapatz Scholarship Fund, Freshwater Education District Fiscal hosts. VOTE- U/C

REPORTS FROM BOARD COMMITTEES & CONSULTANTS; UPDATE of the GCT Program hosted by Sourcewell, will continue to host the Science Fair and Art Show for the 18/19 SY; REVIEWED Todd Cty Collaborative, 7.25.18 Annual Meeting Minutes; REVIEWED the 10.3.18 Health Benefits Committee Minutes.

BUSINESS, FINANCE, AND OTHER NEW BUSINESS-

MOTION BY VanDenheuvel and SECONDED BY Benning to approve the July 23, 2018 through October 19, 2018 cash reports and payments of checks numbered 121031 thru 121326. VOTE- U/C

MOTION BY Funk and SECONDED BY Thalmann to approve joint powers group Health Insurance 2019 premiums, with *Sourcewell* Service Cooperative, per the outcome of the public solicitation of health insurance proposals on behalf of its participating members. VOTE- U/C

MOTION BY Funk and SECONDED BY Thalmann to approve Revision I Modification of the FY-19 financial budget as follows;

FY-19 BUDGET REVISION I;

<u>FUND</u>	<u>REVENUE</u>	<u>EXPENDITURES</u>
01 General	\$10,587,359	\$11,258,018
04 Community Service	\$ 655,453	\$ 644,491
06 Construction Fund	\$ 5,000,000	\$ 5,029,176

VOTE-U/C

MOTION BY Veronen and SECONDED BY Wolf to set the 2019 Freshwater Board organizational meeting for 5 pm at the Freshwater Offices located on the CLC campus in Staples on the date of January 23, 2019. VOTE-U/C

MOTION BY Funk and SECONDED BY VanDenheuvel to approve the submittal of the Title IX Annual MDE report acknowledging compliance with State and Federal Laws Prohibiting Discrimination. VOTE: U/C

REVIEWED June 2018 MSBA Policy Revisions to reflect changes from Legislative Session Year of 2017.

MOTION BY Thalmann and SECONDED BY Freeman to approve to reduce lease space at the Central Lakes College in Staples effective July 1, 2019, of 1,965 sq. ft due to the moving of some staff to the new Freshwater building now under construction. VOTE: U/C

MOTION BY Funk and SECONDED BY VanDenheuvel to accept the FY-20 Telephone and Fiber bid from *West Central Telephone Association* at a monthly cost of \$495.40. VOTE: U/C

MOTION BY Freeman and SECONDED BY Kicker to Direct the FED Superintendent to promulgate and post the District Annual Seniority Lists so as to allow adequate response time before Freshwater Board action to approve at the January 2019 meeting. VOTE: U/C

MOTION BY Benning and SECONDED BY Freeman to approve the disposal of the fixed assets as presented. VOTE: U/C

PERSONNEL TOPICS AND CONSENT AGENDA ITEMS- MOTION BY Veronen and SECONDED BY Wolf to approve the items as follows:

SPECIAL EDUCATION To: Increase in Days for Julie Nodsle, Occupational Therapist from 108 days to 118 days, effective the 18/19 SY, AND FMLA Request for Kate Schanning, SpEd Instructor, effective on/or around November 19, 2018 and returning on or around January 1st, 2019, AND Hiring of Kayla Januszewski, SpEd Instructor, 1 FTE at Step 6/BA10, effective 18/19 SY, AND Request Lane Change of Kimberly Marstein, B-3 Instructor, from Step 4/BA10 to step 4/BA20, effective September 1st, 2018, AND

Reduce in Hours for Bev Johnson, SpEd Paraprofessional from 802 hrs to 681.75 hrs effective August 20, 2018, AND FMLA Request for Sara Truax, Speech Language Pathologist, effective on/or around January 25th, 2019 for 8 weeks, AND Lane Change of Kristina Witthuhn, ECSE Instructor, from Step 9/BA20 to Step 9/BA30, effective September 1st, 2018, AND Lane Change of Suzanna Holper, ECSE Instructor, from Step 3/BA10 to Step 3/BA20, effective September 1st, 2018, AND Lane Change of Jeanette Janson ECSE Instructor, from Step 12/BA60 to Step 12/BA70, effective September 1st, 2018, AND Increase in Hours for Connie Collins, SpEd Paraprofessional/RVR Driver, from 1118 hrs to 1223.75 hrs effective October 15th, 2018, AND Increase in Hours for Heather Jasmer, SpEd Paraprofessional/RVR Driver, from 1118 hrs to 1223.75 hrs, effective October 15th, 2018, AND Increase in Hours for Christine Kempenich, SpEd Paraprofessional/RVR Driver, from 1118 hrs to 1223.75 hrs, effective October 15th, 2018, AND Increase in Hours for Melody Rasmussen, SpEd Paraprofessional/RVR Driver, from 1118 hrs to 1162.25 hrs, effective October 15th, 2018, AND Increase in Hours for Sheena Ziegler, SpEd Paraprofessional/RVR Driver, from 1118 hrs to 1162.25 hrs, effective October 15th, 2018, AND Resignation of Deanna Soukup, Third Party Billing Clerk, effective December 31, 2018, AND Permission to advertise and hire a Third Party Billing Clerk, AND

ECFE/SR To: Increase in Hours for Michelle Wolhowe, ECFE/SR Instructor from 952 hrs to 960 hrs, effective 18/19 SY, AND Hiring of Ruth Khamassi, Parent Educator for 450 hrs, effective September 1, 2019, AND

ABE/GED To: Hiring of Ruth Khamassi, ABE Instructor for 324 hrs, effective September 1, 2018, AND

TODD COUNTY COLLABORATIVE To: Resignation of Kelly Johnson, FACTS Facilitator, effective October 1st, 2018, AND Hiring of Susan Dixon, FACTS Facilitator, effective September 1st, 2018. VOTE- U/C

MOTION BY Thalmann and SECONDED BY VanDenheuvel to adjourn the meeting at 6:15 pm. VOTE- U/C

RESPECTFULLY SUBMITTED:

Penny Benning, Clerk
Freshwater Education District
DATE:_____

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>
District		
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:

Signature

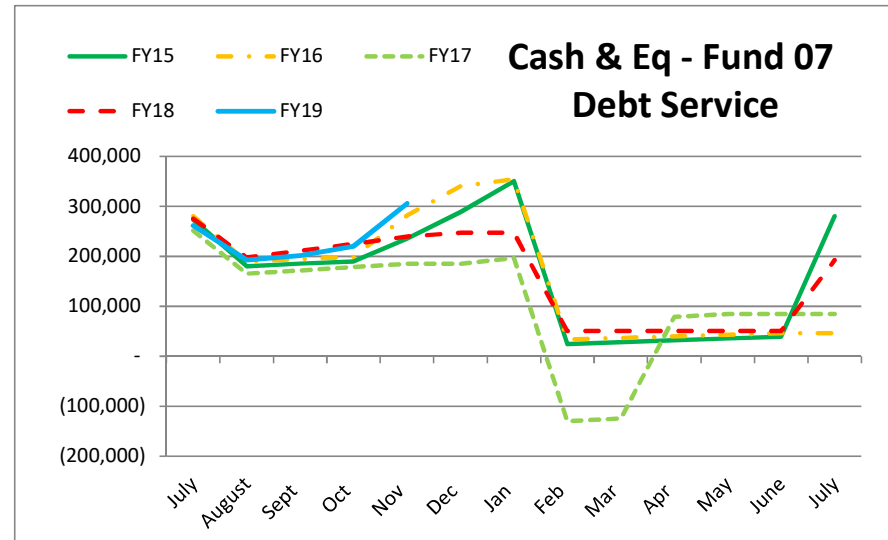
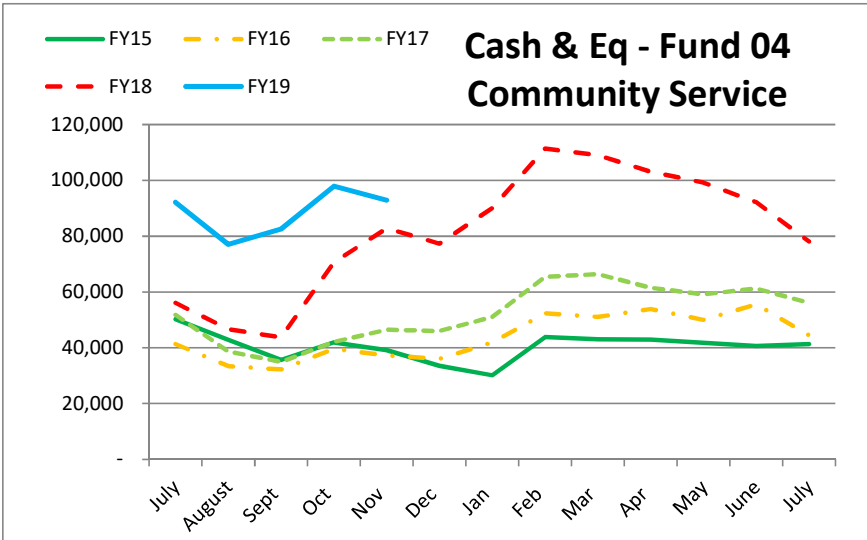
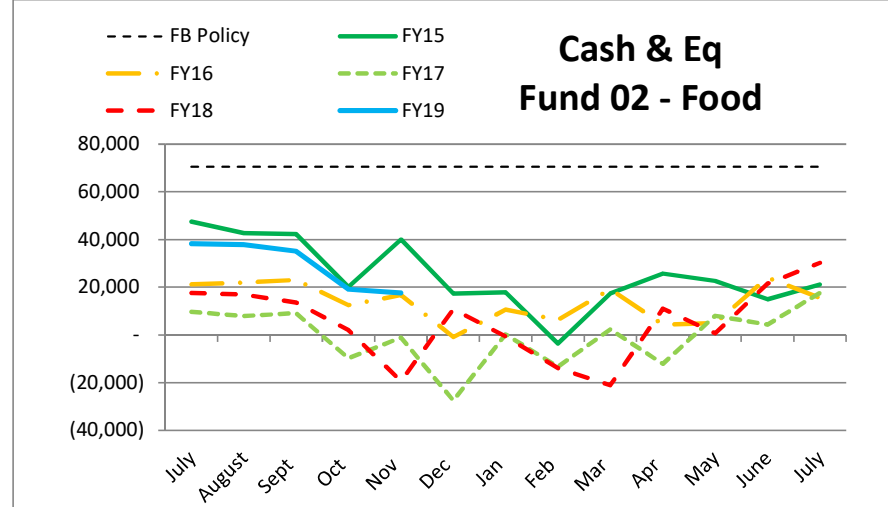
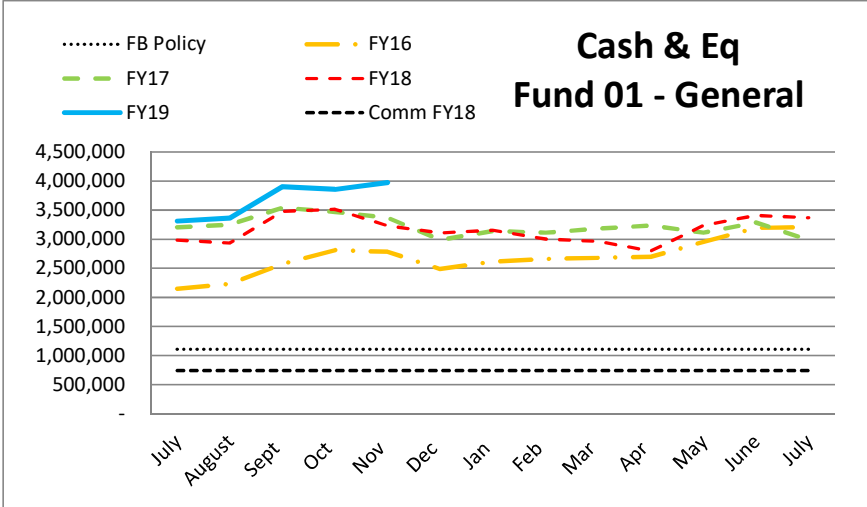
Marcus Edin
Chairperson

Signature

Scott Veronen
Treasurer

VERNDALE PUBLIC SCHOOL

DASHBOARD - October 2018





CASH BALANCES & ACTIVITY SHEET

VERNDALE PUBLIC SCHOOL ISD NO. 818

OCTOBER 31, 2018

FUND	10/01/2018 BALANCE	RECEIPTS	DISBURSEMENTS	PAYROLL	MSDLAF TRANSFER	10/31/2018 BALANCE
01-Bank	\$ (75,768.68)	\$ 149,701.97	\$ (261,172.89)	\$ (245,386.83)	\$ 350,000.00	\$ (82,626.43)
01 - Ameritrade	\$ 811,200.22	\$ -	\$ -	\$ -	\$ -	\$ 811,200.22
01-MSDLAF - CD's	\$ 733,000.00	\$ -	\$ -	\$ -	\$ -	\$ 733,000.00
01-MSDLAF	\$ 3,129,982.12	\$ 474,258.67	\$ -	\$ -	\$ (350,000.00)	\$ 3,254,240.79
01-Total	\$ 4,598,413.66	\$ 623,960.64	\$ (261,172.89)	\$ (245,386.83)	\$ -	\$ 4,715,814.58
02 - Bank	\$ (36,121.05)	\$ 5,509.25	\$ (21,861.87)	\$ (10,280.41)	\$ -	\$ (62,754.08)
02-MSDLAF	\$ 55,252.73	\$ 25,132.57	\$ -	\$ -	\$ -	\$ 80,385.30
02-Total	\$ 19,131.68	\$ 30,641.82	\$ (21,861.87)	\$ (10,280.41)	\$ -	\$ 17,631.22
04 - Bank	\$ 43,690.30	\$ 2,058.86	\$ (3,529.45)	\$ (5,230.47)	\$ -	\$ 36,989.24
04-MSDLAF	\$ 54,224.74	\$ 1,042.21	\$ -	\$ -	\$ -	\$ 55,266.95
04 - Total	\$ 97,915.04	\$ 3,101.07	\$ (3,529.45)	\$ (5,230.47)	\$ -	\$ 92,256.19
07 - Bank	\$ 522,878.02	\$ 65,709.17	\$ -	\$ -	\$ -	\$ 588,587.19
07 -MSDLAF	\$ (302,885.50)	\$ 19,970.41	\$ -	\$ -	\$ -	\$ (282,915.09)
07- Total	\$ 219,992.52	\$ 85,679.58	\$ -	\$ -	\$ -	\$ 305,672.10
TOTAL	\$ 4,935,452.90	\$ 743,383.11	\$ (286,564.21)	\$ (260,897.71)	\$ -	\$ 5,131,374.09

**VERNDALE PUBLIC SCHOOL
BOARD CHECKS PRESENTED FOR APPORVAL AND PAYMENT
DECEMBER 3, 2018**

Check No.	Date	Vendor Name	Amount
<i>Checks 45240-45275, 45315 listed below have been issued and need approval in accordance with board policy.</i>			
45240	11/1/2018	MASLOWSKI WELLNESS & RESEARCH CENTER	\$ 375.00
45241	10/31/2018	230201 - NCPERS MINNESOTA	\$ 32.00
45242	10/31/2018	AVESIS Third Party Admin., Inc	\$ 101.08
45243	10/31/2018	LEGALSHIELD	\$ 95.42
45244	10/31/2018	OPERATING ENGINEERS	\$ 779.36
45245	10/31/2018	VERNDALE EDUCATION ASSN	\$ 3,399.84
45246	11/8/2018	MINNESOTA SCHOOL BOARDS ASSOC.	\$ 3,995.00
45247	11/14/2018	MSHSL	\$ 55.00
45248	11/15/2018	BENNING PRINTING AND PUBLISHING	\$ 753.00
45249	11/15/2018	CARDMEMBER SERVICE	\$ 3,506.19
45250	11/15/2018	CENTRAL LAKES COLLEGE	\$ 4,400.00
45251	11/15/2018	HBI RADIO WADENA	\$ 130.00
45252	11/15/2018	HENNING PUBLIC SCHOOLS - ISD #545	\$ 60.00
45253	11/15/2018	LEAF RIVER AG SERVICE	\$ 2,279.75
45254	11/15/2018	MINNESOTA ENERGY RESOURCES	\$ 1,682.51
45255	11/15/2018	MN STATE COMMUNITY & TECHNICAL	\$ 6,696.14
45256	11/15/2018	MN STATE HIGH SCHOOL LEAGUE	\$ 56.00
45257	11/15/2018	REGION 6A MSHSL	\$ 150.00
45258	11/15/2018	ROCHESTER TELECOM SYSTEMS INC	\$ 59.67
45259	11/15/2018	SCHOOL SPECIALTY	\$ 593.46
45260	11/15/2018	WADENA COUNTY FAMILY SERVICES COLLABORATIVE	\$ 200.00
45261	11/15/2018	WASTE MANAGEMENT	\$ 948.18
45262	11/15/2018	WEST CENTRAL TELEPHONE ASSN	\$ 140.35
45263	11/21/2018	JOHN DEERE FINANCIAL	\$ 3,500.00
45264	11/21/2018	LEAF RIVER AG SERVICE	\$ 2,213.88
45265	11/21/2018	MINNESOTA POWER & LIGHT CO	\$ 8,813.36
45266	11/21/2018	MINNESOTA SECRETARY OF STATE - NOTARY	\$ 120.00
45267	11/21/2018	RIEWER, STEVE	\$ 40.00
45268	11/21/2018	RUNYAN, NATHAN	\$ 40.00
45269	11/21/2018	SCHOLASTIC BOOK FAIRS - 15	\$ 3,068.82
45270	11/27/2018	MINNESOTA ENERGY RESOURCES	\$ 555.66
45271	11/27/2018	PETERMEIER, KYLE	\$ 125.00
45272	11/27/2018	RIEWER, STEVE	\$ 40.00
45273	11/27/2018	RUNYAN, NATHAN	\$ 40.00
45274	11/27/2018	THIELEN, JORDAN	\$ 125.00
45275	11/27/2018	WADENA COUNTY PUBLIC HEALTH DEPT.	\$ 550.00
45315	11/28/2018	TEMPLIN, DAVE	\$ 40.00
<i>Checks 45276-45313 have not been issued and are presented for payment authorization.</i>			
45276	12/3/2018	BRIAN D. KOEHN, CPA, PLLC	\$ 1,000.00
45277	12/3/2018	CENTRAL MN FOSTER GRANDPARENT	\$ 570.00
45278	12/3/2018	CLIMATE MAKERS INC	\$ 614.64

**VERNDALE PUBLIC SCHOOL
BOARD CHECKS PRESENTED FOR APPORVAL AND PAYMENT
DECEMBER 3, 2018**

Check No.	Date	Vendor Name	Amount
45279	12/3/2018	COCHRAN, LISA	\$ 6.00
45280	12/3/2018	DAILEY ELECTRIC, LLC	\$ 213.98
45281	12/3/2018	DEAN FOODS INC	\$ 1,783.43
45282	12/3/2018	ECKROTH MUSIC COMPANY	\$ 427.50
45283	12/3/2018	EDUCATORS BENEFIT CONSULTANTS, LLC	\$ 110.93
45284	12/3/2018	ELECTRIC MOTOR SERVICE	\$ 149.00
45285	12/3/2018	FRESHWATER EDUCATION DISTRICT	\$ 23,804.34
45286	12/3/2018	GARY'S DIESEL REPAIR INC	\$ 1,705.14
45287	12/3/2018	GREATMATS.COM CORPORATION	\$ 344.94
45288	12/3/2018	GUARDIAN PEST CONTROL INC	\$ 67.04
45289	12/3/2018	HARREN TRUCKING, INC.	\$ 949.27
45290	12/3/2018	HILLYARD/HUTCHINSON	\$ 648.51
45291	12/3/2018	IEA, INC	\$ 603.00
45292	12/3/2018	INTERQUEST DETECTION CANINES	\$ 315.00
45293	12/3/2018	JK SPORTS	\$ 717.75
45294	12/3/2018	LAKES COUNTRY SERVICE COOP.	\$ 2,383.33
45295	12/3/2018	LEAF RIVER AG SERVICE	\$ 1,492.50
45296	12/3/2018	MEDTOX LABORATORIES, INC	\$ 55.00
45297	12/3/2018	MIDWEST BUS PARTS INC	\$ 258.97
45298	12/3/2018	MIDWEST LOCK & DOOR, INC.	\$ 155.00
45299	12/3/2018	NARDINI FIRE EQ. COMPANY	\$ 957.92
45300	12/3/2018	NORTHERN PINES MENTAL HEALTH CENTER	\$ 1,111.11
45301	12/3/2018	NORTHWESTERN TRANSIT INC	\$ 3,552.00
45302	12/3/2018	PAN-O-GOLD BAKING COMPANY	\$ 294.60
45303	12/3/2018	PC PARTS PLUS	\$ 499.90
45304	12/3/2018	SOURCEWELL	\$ 900.00
45305	12/3/2018	SUPER ONE	\$ 168.19
45306	12/3/2018	TRI-COUNTY HEALTH CARE	\$ 98.00
45307	12/3/2018	UPPER LAKES FOODS	\$ 4,915.10
45308	12/3/2018	VERNDALE GROCERY & TREASURES TOO	\$ 7.99
45309	12/3/2018	VERNDALE STUDENT ACTIVITIES	\$ 54.80
45310	12/3/2018	VIKING COCA-COLA BOTTLING CO	\$ 294.20
45311	12/3/2018	WADENA COUNTY PUBLIC HEALTH DEPT.	\$ 1,967.85
45312	12/3/2018	WAYNE'S DISCOUNT	\$ 26.23
45313	12/3/2018	WORTHINGTON DIRECT	\$ 391.61
		<i>Checks 45314 Board Party Check presented for approval.</i>	
45314	12/3/2018	YOUNGBAUERS INC	\$ 843.75
GRAND TOTAL			\$ 104,218.19

VERNDALE PUBLIC SCHOOL
ISD #0818
ELECTRONIC PAYROLL TRANSFERS

Description	Payroll 10/31/2018	Payroll 11/15/2018
Payroll ACH Debit	\$ 135,860.08	\$ 128,581.31
Fed/OASDI/Med	\$ 40,288.87	\$ 38,630.93
State Taxes	\$ 6,515.57	\$ 6,216.07
TRA	\$ 17,089.30	\$ 15,833.66
PERA	\$ 6,945.19	\$ 6,676.25
EBC Section 125 cafeteria plan	\$ 2,671.65	\$ 2,671.65
EBC 403b/457 annuities	\$ 4,491.21	\$ 4,491.21
Other		
AFLAC - employee elections	\$ 322.26	
Colonial - employee elections	\$ 327.12	
Delta Dental - employee elections	\$ 738.05	
Madison National - employee elections	\$ 1,525.53	
Total Disbursements plus checks	\$ 216,834.21	\$ 203,451.62
payroll - checks	\$ 59.38	\$ 350.54
Net payroll	\$ 135,919.46	\$ 128,931.85

PUBLIC HEARING
2018-19 BUDGET
AND PROPOSED 2019
PROPERTY TAXES

VERNDALE PUBLIC SCHOOL ISD NO. 0818

Information on Changes
To School Property Taxes

December 3, 2018



Factors Affecting the Proposed Taxes

- The Big Picture
- Your property classifications(s) and value(s)
- Market and State Factors Affecting Proposed Taxes
- 40% Ag Credit for School Facility Bonds
- School District Factors Affecting Proposed Taxes
- Questions



The Big Picture

- Establish overall tax policy for state
- Sole authority to create levy options for school districts.
- Controls school levy parameters including amount of state aid and tax bases used for levies.



State Legislature and Governor's Administration



School Board's Fit in Big Picture

- ❑ Participate in state education programs for district's children finance entirely by levies or combination of levy and state aid.
- ❑ Ask voters to approve referendums for general operations and major capital projects

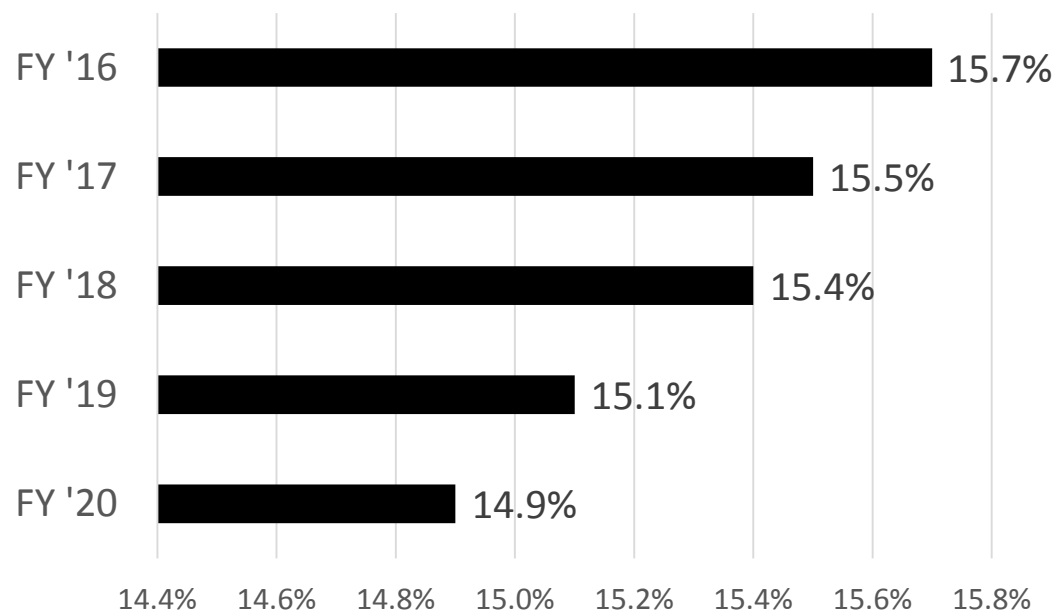


School Boards



Minnesota's Price of Government

State and Local Revenues
as % of MN Personal Income



(Data source, MN Department of Management and Budget, 2018)



THE BIG PICTURE

MN PRICE OF GOVERNMENT

What is the price of government?

Equal to total revenue by Minnesota's state and local government as percentage of total person income of Minnesota residents

Taxes are declining as percent of statewide personal income

Expected to continue to decline in

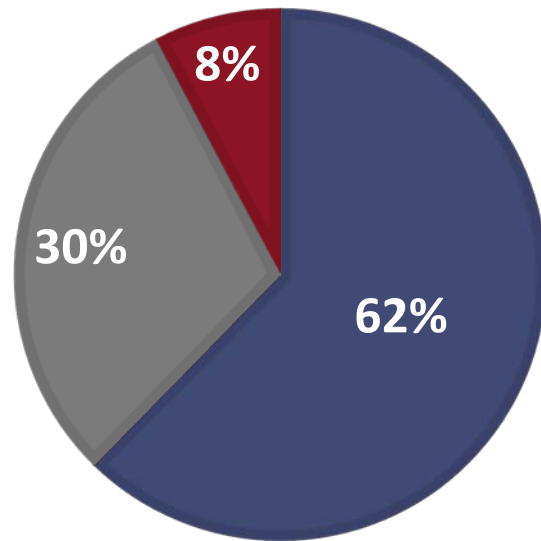
FY '18-20, based on \$650 million in tax reductions made in 2017



STATE AID IMPACT

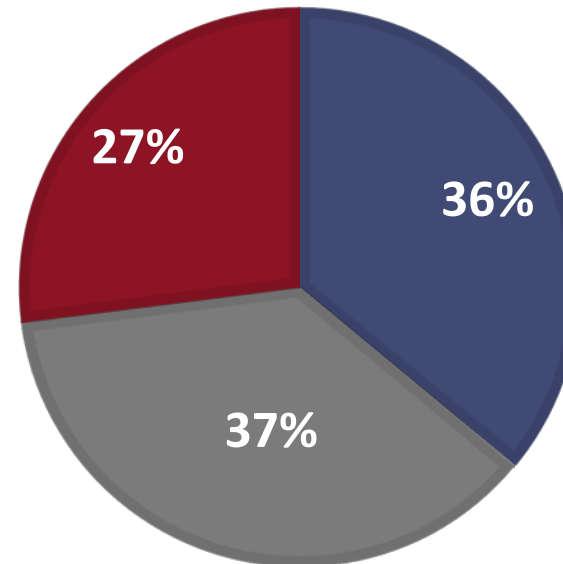
WHO COLLECTS

- State
- Non-Local School
- School District



WHO SPENDS

- State
- Non-Local School
- School District



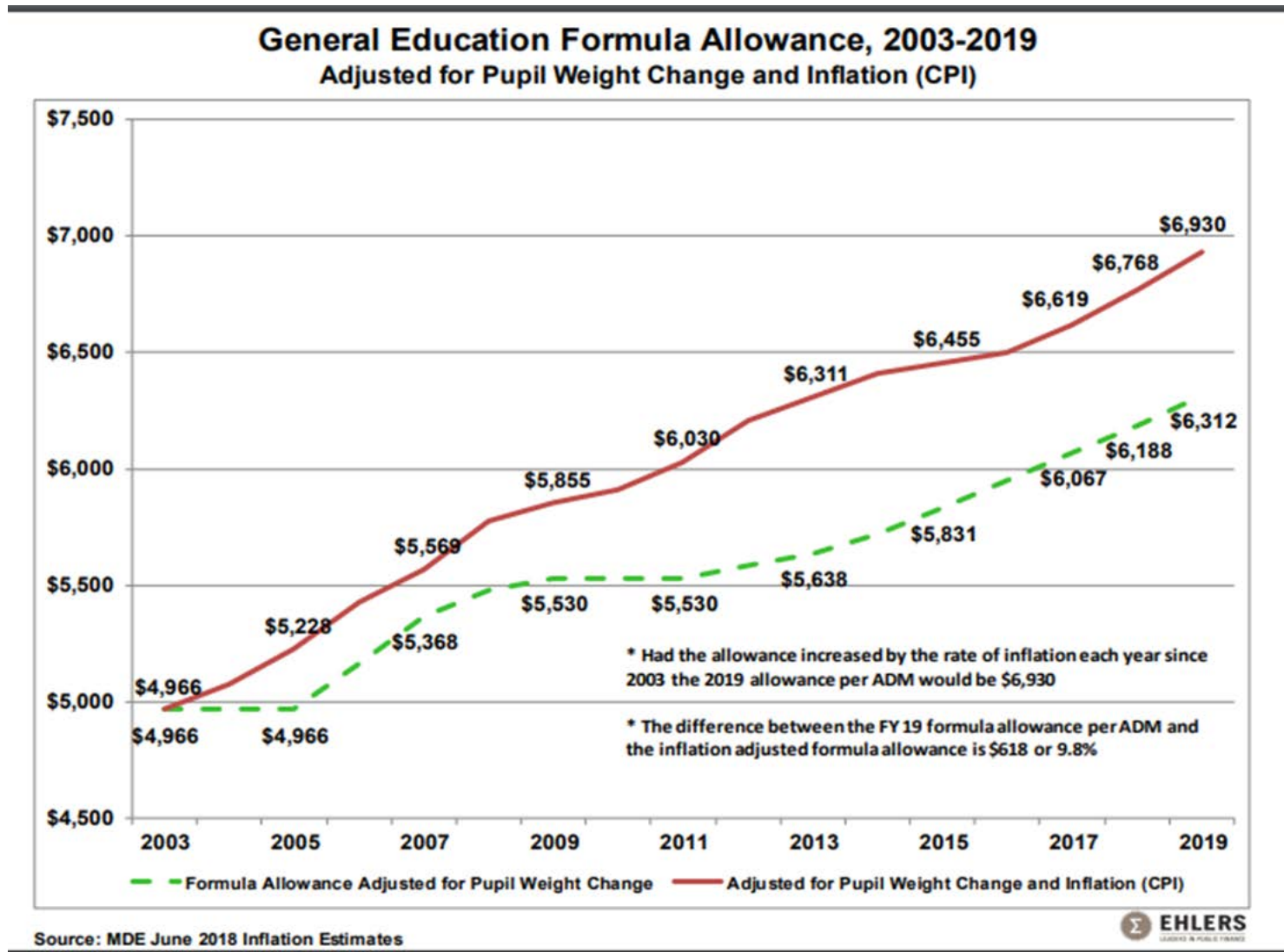
(Data source, MN Department of Management and Budget, 2017)

BASIC EDUCATION FORMULA

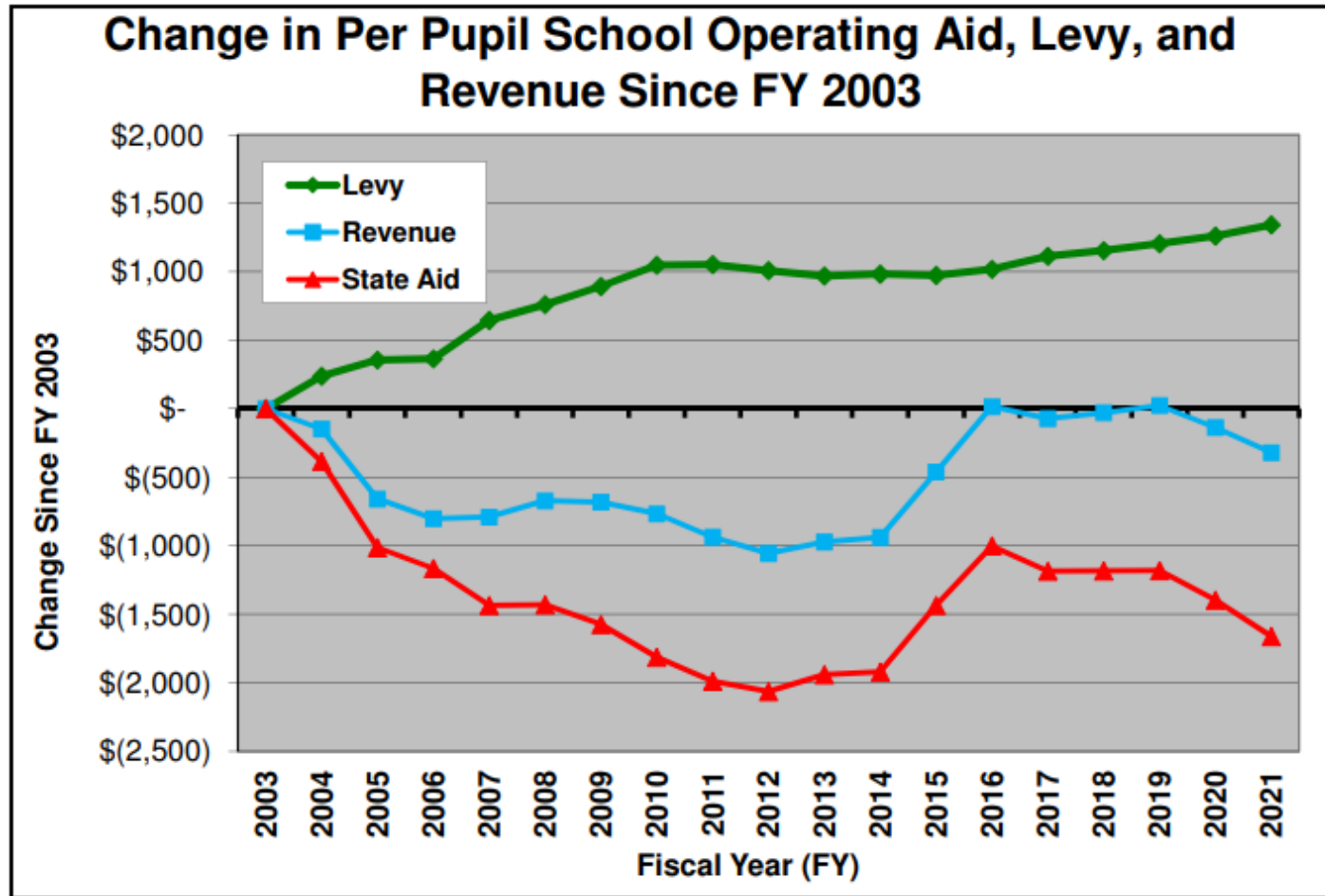
- Supreme Court in 1993 upheld fundamental right to “general and uniform system of education”
- Led Minnesota to provide basic school funding:
 - 100% of basic education formula
 - Using equalization factors for various property tax-supported formulas to provide basic education regardless of wealth
- Since started in 2003, state funding for schools has not kept up with inflation.



Funding trails inflation by almost \$600 per pupil since 2003, \$525 million annually.

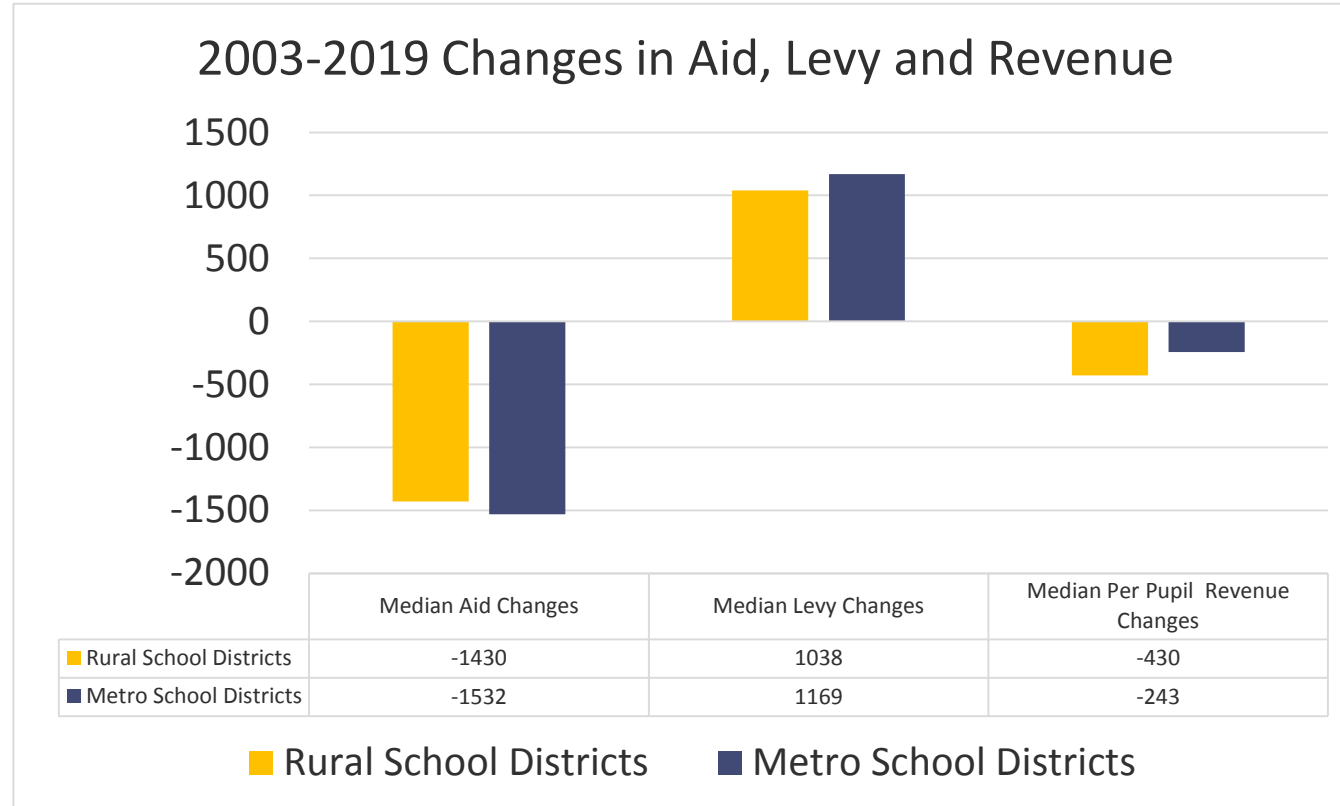


Increases in
Local
Operating
Levies
and Aid in last
8 years in
Minnesota
neutralized the
impact.



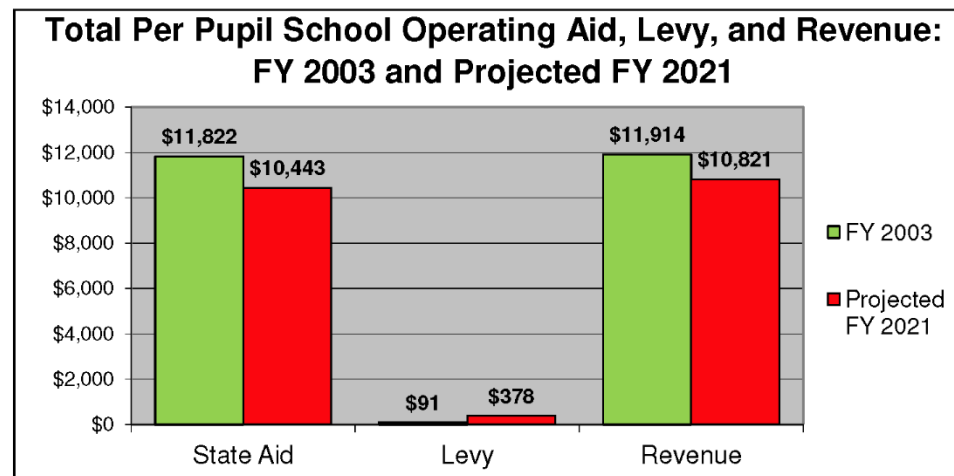
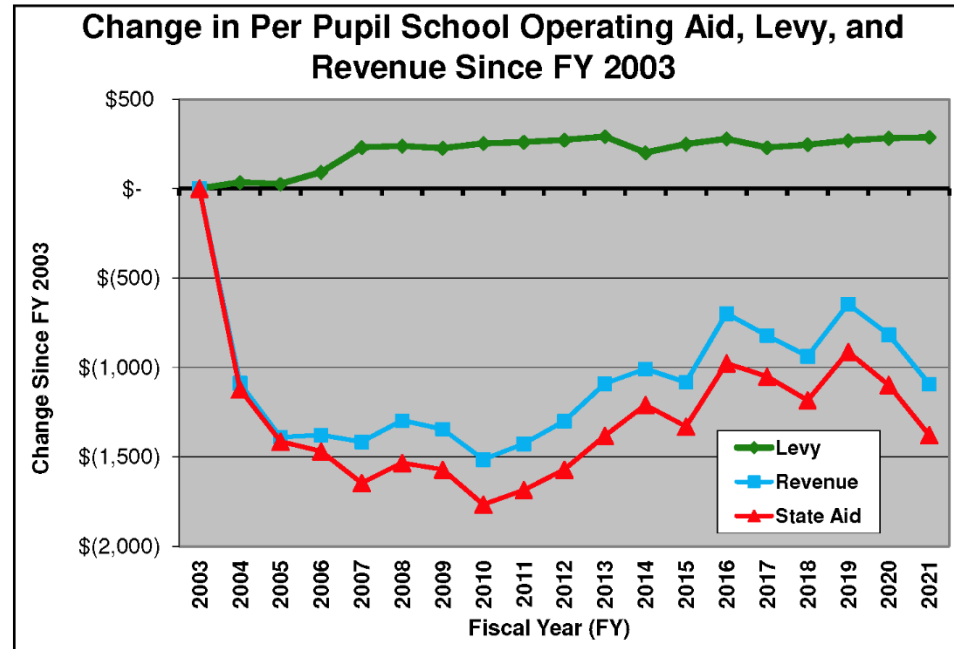
Rural Districts Fell Behind

More metro districts were able to replace lost formula aid than rural school districts in Minnesota.



Verndale School District

All Amounts in Constant FY 2019 Dollars



Know Your Valuation

- Property classification and market value
- Sent Spring 2018; cannot change
- Watch for 2020 statement in SPRING and where to appeal



PROPERTY VALUATION AND CLASSIFICATIONS

VALUATION NOTICE	2019
2018 Values for Taxes Payable in	

Property tax notices are delivered on the following schedule:

Step 1	Valuation and Classification Notice	See Details Below.
	Class: Residential Homestead	
	Estimated Market Value: \$150,000	
	Homestead Exclusion: \$23,800	
	Taxable Market Value: \$126,200	

Step 2	Proposed Taxes Notice	
	2019 Proposed Tax:	<i>Coming November 2018</i>

Step 3	Property Tax Statement	
	1st Half Taxes:	
	2nd Half Taxes:	<i>Coming March 2019</i>
	Total Taxes Due in 2019:	

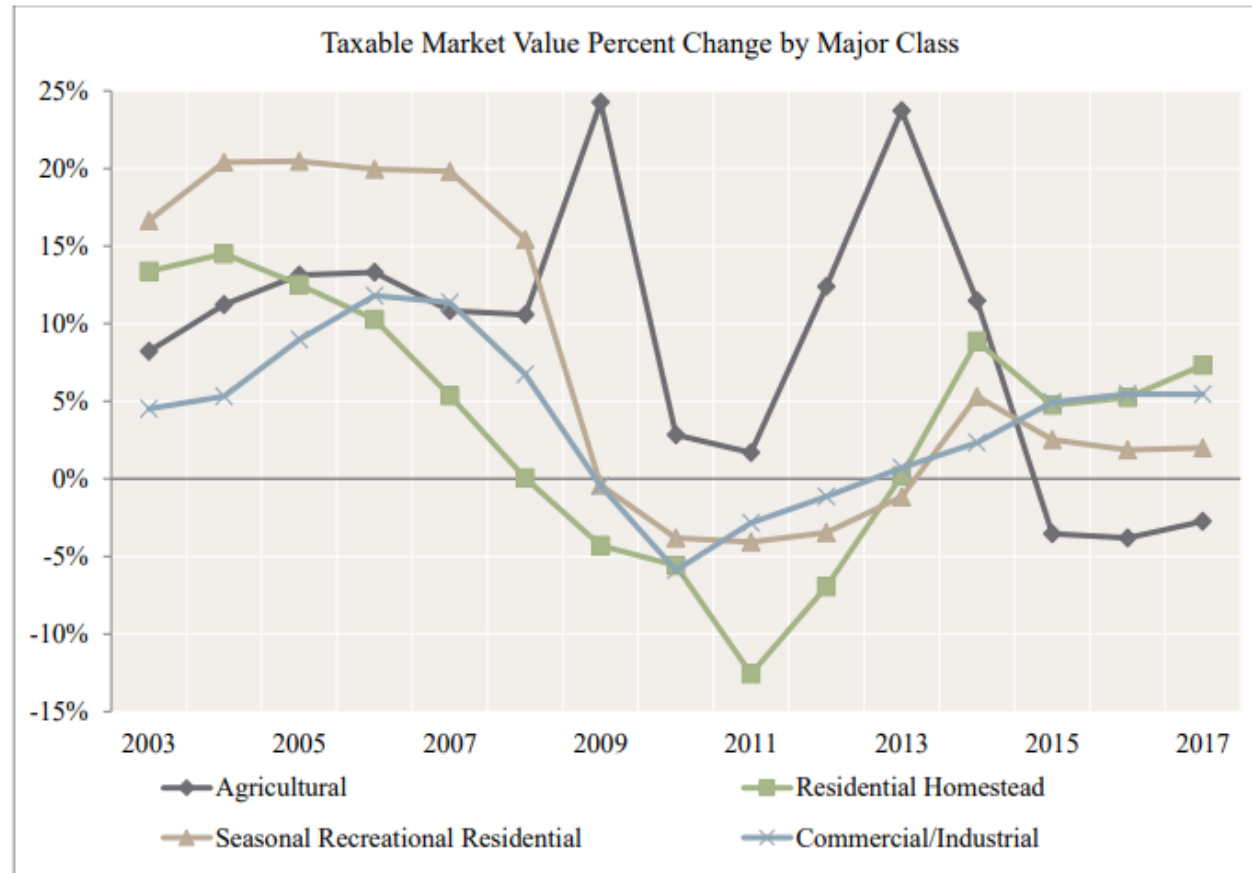
The time to appeal or question your
CLASSIFICATION or **VALUATION** is
NOW!

Who and what impacts your tax bill?

- Market values of property tax classifications in different directions statewide
- What is happening statewide to your property tax classification?
- Is that your experience?



Market Value Changes



(Source: MN Dept. of Revenue)

Effective Tax Rates by Property Classifications

Property Classification Rates set in statute by Legislature and Governor and result in range of Effective Tax Rates:

Property Classifications	2016 Estimated Effective Tax Rates (Net Taxes/Market Value)
Farm	0.52%
Seasonal Rec	1.01%
Residential Homestead	1.26%
Apartment	1.73%
Public Utility	2.93%
Commercial-Industrial	3.66%



$$\text{Market Value} \times \text{Class Rate} = \text{Taxable Value (NTC)}$$

(Source: MN Dept. of Revenue)

Share of Tax Liability

Property Classification	Market Value Share (2017 Assessment)	Share of Net Taxes (Payable in 2018)
Farms	23%	7%
Seasonal Rec Residential	4%	3%
Commercial and Industrial	12%	28%
Apartments	6%	6%
Public Utilities	3%	6%
Residential Homes	54%	49%*

*Includes effects of Homestead Exclusion



(Source: MN Dept. of Revenue)

NEW IN 2018

40% AG BOND CREDIT

- Ag2School passed into law in June of 2017
- Permanent law into perpetuity
- “Annually appropriated from the general fund.” [Subdivision 5 of the statute](#)
- Farm and Private Timber lands taxes will go down in 284 school districts beginning in 2018
- Over \$40 million in tax relief statewide



40% AG BOND CREDIT IN Verndale Public School

- Ag2School will reduce 2018 property taxes by **\$-244.32** per \$500,000 per value of agriculture and privately managed forest land.
- Estimated \$61,779 of tax relief for farmers with land in the Verndale School District.



FIND YOUR AG BOND CREDIT

Truth in Taxation Notice: Upper Right Hand Corner

- Calculated on each parcel statement
- Sum all parcels for total
- Because paid by state to school district for 40% of school bond taxes due on ag land, it does not show up on Levy Certification Report



PROPOSED TAXES 2019			
THIS IS NOT A BILL. DO NOT PAY.			
Step 1	VALUES AND CLASSIFICATION		
	<u>Taxes Payable Year</u>	<u>2018</u>	<u>2019</u>
	Estimated Market Value	\$125,000	\$150,000
	Homestead Exclusion	\$	\$23,800
	Taxable Market Value	\$125,000	\$126,200
Class	Res NHmstd	Res Hmstd	
Step 2	PROPOSED TAX		
	Property Taxes before credits	\$1,467.52	
	School building bond credit	\$ 12.00	
	Agricultural market value credit		
	Other credits		
Property Taxes after credits	<u>\$1,479.52</u>		
Step 3	PROPERTY TAX STATEMENT		
	Coming in 2019		
The time to provide feedback on PROPOSED LEVIES is NOW			
It is too late to appeal your value without going to Tax Court.			



Equalization Factors for Referendum Market Value Levies Increased Significantly by 2013 Legislature

Equalization Tiers	Approved Referendum Allowance Levels	Prior to Pay 14	Beginning Pay 14
Tier 1	Up to \$300/pupil	\$476,000/RPU	\$880,000/RPU
Tier 2 + LOR	\$300 up to \$760/pupil	\$476,000/RPU	\$510,000/RPU
Tier 3	\$760 up to \$1451/pupil	\$270,000/RPU	\$290,000/RPU

Approved Referendum Allowance Level:

District RMV Value per Pupil:

District Op Ref and LOR Aid %:

Ag Land and Seasonal Rec Properties are exempt from Op Ref and LOR levies.



Verndale School District Local Factors Affecting Resident's Proposed Taxes

Total tax levy is going up in 2019
by: \$20,367.37 or 3.90%



Levy Category	2017 Pay 2018 Proposed	2018 Payable 2019 Proposed	\$ Change	%
General Fund				
Referendum	\$ 134,829.35	\$ 118,336.16	\$ (16,493.19)	
Operating Capital	\$ 13,585.02	\$ 16,315.07	\$ 2,730.05	
Safe Schools	\$ 2,669.17	\$ -	\$ (2,669.17)	
Career Technical	\$ 11,082.30	\$ 11,668.76	\$ 586.46	
LT Facilities Equal	\$ 50,158.91	\$ 55,564.07	\$ 5,405.16	
Building/Land Lease	\$ 6,925.19	\$ 6,371.70	\$ (553.49)	
Tree Growth	\$ -	\$ -	\$ -	
Reemployment	\$ -	\$ -	\$ -	
Health & Safety	\$ (6,208.58)	\$ -	\$ 6,208.58	
Deferred Maintenance	\$ (0.01)	\$ -	\$ 0.01	
Facilities & Bond Equipment	\$ (78,212.00)	\$ (76,769.00)	\$ 1,443.00	
Other General Adjust	\$ -	\$ 12.06	\$ 12.06	
Total General Fund	\$ 134,829.35	\$ 131,498.82	\$ (3,330.53)	-2.47%
Community Service Fund				
Basic Community Educ	\$ 2,697.55	\$ 14,759.71	\$ 12,062.16	
Early Child Family	\$ 4,712.59	\$ 4,838.26	\$ 125.67	
Total Community Service	\$ 7,410.14	\$ 19,597.97	\$ 12,187.83	164.48%
Debt Service Fund				
Debt Service - Aid Elg	\$ 319,668.95	\$ 334,281.68	\$ 14,612.73	
Reduction for Debt Excess	\$ (15,212.14)	\$ (16,765.94)	\$ (1,553.80)	
Abatement Adjustment	\$ 8.37	\$ 126.52		
Debt Service - Aid Inelig	\$ 78,212.00	\$ 76,769.00	\$ (1,443.00)	
Reduction for Debt Excess	\$ (3,215.56)	\$ (3,439.57)	\$ (224.01)	
Total Debt Service Fund	\$ 379,461.62	\$ 390,971.69	\$ 11,510.07	3%
Total Levy of All Funds	\$ 521,701.11	\$ 542,068.48	\$ 20,367.37	3.90%

Explanation of Levy Changes

General Fund

- To reduce tax impact, the District chooses to under levy in the areas that are not an equalizing factor of state aid. Tree Growth and Safe Schools
- Long Term Facilities \$5,405.16
 - Passed in 2015
 - Allows all districts opportunity to general facility maintenance funds
 - Replaced Health and Safety
 - Three-Year Phase in
 - \$193 in FY '17
 - \$282 in FY '18
 - \$380 in FY '19



Explanation of Levy Changes

- ❑ Community Service Fund: +\$12,187.83
 - District chose to levy the maximum allowable amount.

- ❑ Debt Service Fund: +\$11,510.07
 - The amount needed to produce between five and six percent in excess of the amount needed to meet the principal and interest payments on the obligations of the district for eligible projects.



DISTRICT REVENUES AND EXPENDITURES

	FY18 Actual	FY19 Adopted
General Fund		
Revenues	\$ 6,194,968.82	\$ 6,059,936.00
Expenses	\$ 5,742,522.63	\$ 5,969,045.42
General Fund Total	\$ 452,446.19	\$ 90,890.58
Food Service		
Revenues	\$ 334,870.89	\$ 307,475.00
Expenses	\$ 316,686.51	\$ 337,260.00
Total Service Fund Total	\$ 18,184.38	\$ (29,785.00)
Community Service		
Revenues	\$ 135,690.47	\$ 100,058.00
Expenses	\$ 113,346.92	\$ 132,208.00
Community Service Fund Total	\$ 22,343.55	\$ (32,150.00)
Debt Service		
Revenues	\$ 437,658.56	\$ 440,790.00
Expenses	\$ 429,772.50	\$ 427,772.50
Debt Service Fund Total	\$ 7,886.06	\$ 13,017.50
Total of All Funds		
Revenues	\$ 7,103,188.74	\$ 6,908,259.00
Expenses	\$ 6,602,328.56	\$ 6,866,285.92
All Funds Total	\$ 500,860.18	\$ 41,973.08



Summary: Details Matter for Individual Taxes

- Individual property value and classification
- Voter-approved action in 2018
- Board-proposed action in 2018
- Previous voter or board approved bonds
- New 40% Ag Bond Credit
- Other changes specific to Verndale Public School

Thank you



COPY

Minnesota Department of Education
Levy Limitation and Certification Report
2018 Payable 2019

District Number-Type: 0818-01
District Name: Verndale Public School District
Home County: WADENA

Date Printed: 9/28/18
Limits Updated: 9/27/18
Proposed Submitted: 9/28/18


	LIMIT	PROPOSED
SUBTOTALS BY LEVY CATEGORY		
GENERAL - RMV VOTER - JOBZ EXEMPT	After October 1st, the county auditor should consult the Minnesota Department of Education (MDE) website for the district's current levy limitation. For the Truth in Taxation notices, use the lesser of the amount certified on this form or the district's current levy limitation.	221.80
GENERAL - RMV OTHER - JOBZ EXEMPT		118,114.36
GENERAL - NTC VOTER - JOBZ EXEMPT		0.00
GENERAL - NTC OTHER GENED - EXEMPT		0.00
GENERAL - NTC OTHER - JOBZ EXEMPT		13,162.66
COMMUNITY SERVICE - NTC OTHER - JOBZ EXEMPT		19,597.97
GENERAL DEBT - NTC VOTER - JOBZ NONEXEMPT		317,642.26
GENERAL DEBT - NTC OTHER - JOBZ NONEXEMPT		73,329.43
OPEB DEBT - NTC VOTER - JOBZ NONEXEMPT		0.00
OPEB DEBT - NTC OTHER - JOBZ NONEXEMPT		0.00
SUBTOTALS BY FUND		
GENERAL FUND	If there is a change to the district's levy limitation after October 1st, the county will be notified by MDE via email. Before finalizing tax computations for the Truth in Taxation notices, counties should double check the MDE website to be sure no changes have been made to the district's levy limitation that the county is not already aware of through this email process.	131,498.82
COMMUNITY SERVICES FUND		19,597.97
GENERAL DEBT SERVICE FUND		390,971.69
OPEB/PENSION DEBT SERVICE FUND		0.00
SUBTOTALS BY TAX BASE		
REFERENDUM MARKET VALUE		118,336.16
NET TAX CAPACITY		423,732.32
SUBTOTALS BY TRUTH IN TAXATION CATEGORY		
VOTER APPROVED		317,864.06
OTHER		224,204.42
TOTAL LEVY		
TOTAL LEVY		542,068.48

The school district must submit the completed original of this form to the home county auditor by September 30, 2018. A duplicate form must be submitted to Minnesota Department of Education, School Finance Division, 1500 Highway 36 West, Roseville, MN 55113, by October 7, 2018.

The certified levy listed above is the levy voted by the school board for taxes payable in 2019.

Signature of School Board Clerk

Date of Certification



9/27/18



Taxes Payable 2019
0818-01-000-000 Verndale Public School District
pbrownlow

[Home/Levy Method](#)

Home/Levy Method

District Levy Summary

Subtotals By Levy Category

Title	Limit	Proposed	Certified
GENERAL - RMV VOTER - JOBZ EXEMPT	221.80	221.80	221.80
GENERAL - RMV OTHER - JOBZ EXEMPT	118,114.36	118,114.36	118,114.36
GENERAL - NTC VOTER - JOBZ EXEMPT	0.00	0.00	0.00
GENERAL - NTC OTHER GENED - EXEMPT	0.00	0.00	0.00
GENERAL - NTC OTHER - JOBZ EXEMPT	40,679.02	13,162.66	13,162.66
COMMUNITY SERVICE - NTC OTHER - JOBZ EXEMPT	19,597.97	19,597.97	19,597.97
GENERAL DEBT - NTC VOTER - JOBZ NONEXEMPT	317,642.26	317,642.26	317,642.26
GENERAL DEBT - NTC OTHER - JOBZ NONEXEMPT	73,329.43	73,329.43	73,329.43
OPEB DEBT - NTC VOTER - JOBZ NONEXEMPT	0.00	0.00	0.00
OPEB DEBT - NTC OTHER - JOBZ NONEXEMPT	0.00	0.00	0.00

Subtotals By Fund

Title	Limit	Proposed	Certified
GENERAL FUND	159,015.18	131,498.82	131,498.82
COMMUNITY SERVICES FUND	19,597.97	19,597.97	19,597.97
GENERAL DEBT SERVICE FUND	390,971.69	390,971.69	390,971.69
OPEB/PENSION DEBT SERVICE FUND	0.00	0.00	0.00

Subtotals By Tax Base

Title	Limit	Proposed	Certified
REFERENDUM MARKET VALUE	118,336.16	118,336.16	118,336.16
NET TAX CAPACITY	451,248.68	423,732.32	423,732.32

Subtotals By Truth In Taxation Category

Title	Limit	Proposed	Certified
VOTER APPROVED	317,864.06	317,864.06	317,864.06
OTHER	251,720.78	224,204.42	224,204.42

Total Levy

Title	Limit	Proposed	Certified
TOTAL LEVY	569,584.84	542,068.48	542,068.48

VERNDALE PUBLIC SCHOOLS

ISD NO. 0818

COMPARISON OF PROPOSED TAX LEVY PAYABLE 2019 TO ACTUAL LEVY PAYABLE 2018

Fund/Type	Levy Category	2017 PAYABLE 2018	2018 PAYABLE 2019	Under levy	2018 PAYABLE 2019 PROPOSED	\$ Change	%
General Fund							
RMV Voter	1st TIER RMV REFERENDUM	\$ 38,079.17	\$ (126.72)		\$ (126.72)	\$ (38,205.89)	
RMV Voter	FY2019 1ST TIER REF ADJUST	\$ 12,211.51	\$ -		\$ -	\$ (12,211.51)	
RMV Voter	FY 2019 REF HOLD HARMLESS ADJ	\$ 17,578.56	\$ -		\$ -	\$ (17,578.56)	
RMV Voter	FY 2017 1ST TIER REF ADJUST		\$ 348.52		\$ 348.52	\$ 348.52	
RMV Voter	FY 2017 REF HOLD HARMLESS ADJ		\$ -		\$ -	\$ -	
RMV Other	EQUITY	\$ 43,962.55	\$ 52,820.43		\$ 52,820.43	\$ 8,857.88	
RMV Other	TRANSITION	\$ 10,100.60	\$ 10,854.22		\$ 10,854.22	\$ 753.62	
RMV Other	1ST TIER BOARD APPR REF	\$ 12,896.96	\$ 54,439.71		\$ 54,439.71	\$ 41,542.75	
RMV Other	FY 2016 REF HOLD HARMLESS ADJ		\$ -		\$ -	\$ -	
NTC Other	STUDENT ACHIEVEMENT		\$ -		\$ -	\$ -	
NTC Other	OPERATING CAPITAL	\$ 13,585.02	\$ 16,315.07		\$ 16,315.07	\$ 2,730.05	
NTC Other	SAFE SCHOOLS	\$ 2,669.17	\$ 23,054.40	\$ (23,054.40)	\$ -	\$ (2,669.17)	
NTC Other	CAREER TECHNICAL	\$ 11,082.30	\$ 11,668.76		\$ 11,668.76	\$ 586.46	
NTC Other	LT FACILITIES	\$ 50,158.91	\$ 55,564.07		\$ 55,564.07	\$ 5,405.16	
NTC Other	BUILDING/LAND LEASE	\$ 6,925.19	\$ 6,371.70		\$ 6,371.70	\$ (553.49)	
NTC Other	TREE GROWTH	\$ -	\$ 1,123.96	\$ (1,123.96)	\$ -	\$ -	
NTC Other	HEALTH & SAFETY	\$ (6,208.58)	\$ -		\$ -	\$ 6,208.58	
NTC Other	DEFERRED MAINTENANCE	\$ (0.01)	\$ -		\$ -	\$ 0.01	
NTC Other	REEMPLOYMENT ADJUST		\$ 3,338.00	\$ (3,338.00)	\$ -	\$ -	
NTC Other	FACILITIES & BOND ADJU	\$ (78,212.00)	\$ (76,769.00)		\$ (76,769.00)	\$ 1,443.00	
NTC Other	OTHER GENERAL ADJUST		\$ 12.06	\$ -	\$ 12.06	\$ 12.06	
Total General Fund		\$ 134,829.35	\$ 159,015.18	\$ (27,516.36)	\$ 131,498.82	\$ (3,330.53)	-2.47%
Community Service Fund							
NTC-Other	BASIC COMMUNITY ED	\$ 2,697.65	\$ 14,753.68		\$ 14,753.68	\$ 12,056.03	
NTC-Other	EARLY CHILDHOOD	\$ 4,715.29	\$ 4,838.26		\$ 4,838.26	\$ 122.97	
NTC-Other	ABATEMENT ADJUSTMENT	\$ 0.30	\$ 6.03		\$ 6.03	\$ 5.73	
Total Community Service		\$ 7,413.24	\$ 19,597.97	\$ -	\$ 19,597.97	\$ 12,184.73	164.36%
Debt Service Fund							
NTC Voter	DEBT SERVICES AID ELGIBLE	\$ 319,668.95	\$ 334,281.68		\$ 334,281.68	\$ 14,612.73	
NTC Voter	REDUCTION FOR DEBT EXCESS	\$ (15,212.14)	\$ (16,765.94)		\$ (16,765.94)	\$ (1,553.80)	
NTC Voter	ABATEMENT ADJUSTMENT	\$ 8.37	\$ 126.52		\$ 126.52	\$ 118.15	
NTC Other	DEBT SERVICEW AID INELGI	\$ 78,212.00	\$ 76,769.00		\$ 76,769.00	\$ (1,443.00)	
NTC Other	REDUCTION FOR DEBT EXCESS	\$ (3,215.56)	\$ (3,439.57)		\$ (3,439.57)	\$ (224.01)	
Total Debt Service Fund		\$ 379,461.62	\$ 390,971.69	\$ -	\$ 390,971.69	\$ 11,510.07	3%
Total Levy of All Funds		\$ 521,704.21	\$ 569,584.84	\$ (27,516.36)	\$ 542,068.48	\$ 20,364.27	3.90%

Subtotals by Tax Base

Referendum Market Value	\$ 134,829.35	\$ 118,336.16	\$ -	\$ 118,336.16	\$ (16,493.19)	-12.23%
Net Tax Capacity	\$ 386,874.86	\$ 451,248.68	\$ (27,516.36)	\$ 423,732.32	\$ 36,857.46	9.53%
	\$ 521,704.21	\$ 569,584.84	\$ (27,516.36)	\$ 542,068.48	\$ 20,364.27	

Subtotals by TNT Category

Voter Approved	\$ 372,334.42	\$ 317,864.06	\$ -	\$ 317,864.06	\$ (54,470.36)	-14.63%
Other	\$ 149,369.79	\$ 251,720.78	\$ (27,516.36)	\$ 224,204.42	\$ 74,834.63	50.10%
	\$ 521,704.21	\$ 569,584.84	\$ (27,516.36)	\$ 542,068.48	\$ 20,364.27	

Subtotals by Levy Category (General Fund)

RMV Voter	\$ 67,869.24	\$ 221.80	\$ -	\$ 221.80	\$ (67,647.44)	-99.67%
RMV Other	\$ 66,960.11	\$ 118,114.36	\$ -	\$ 118,114.36	\$ 51,154.25	76.40%
NTC Voter	\$ -	\$ -	\$ -	\$ -	\$ -	-
NTC Other Gened-Exempt	\$ -	\$ -	\$ -	\$ -	\$ -	-
NTC Other Jobz Exempt	\$ -	\$ 40,679.02	\$ (27,516.36)	\$ 13,162.66	\$ 13,162.66	-
	\$ 134,829.35	\$ 159,015.18	\$ (27,516.36)	\$ 131,498.82	\$ (3,330.53)	-2.47%

VERNDALE PUBLIC SCHOOL
REVISED FY2019 BUDGET HIGHLIGHTS

FUND 1

Revenues

- Increased student count from 540 to 562
- Increased Special Ed Aid from \$625,000 to \$650,000. Actual for FY2018 was \$691,000. Budget is set very conservatively.
- Additional Title 1 and Title 2 Funds of \$4,475.

Expenses

- Increased salaries and benefits due to:
 - Actual negotiated increased that were settled during the Summer.
 - Additional EL Teacher at BS10 at .30FTE
 - Long term sub for employee that is on leave.
 - Lane changes for two teachers
- Increase in purchase services:
 - Additional expenses added for Attorney Fees +3,000
 - Expect more expenses for repairs and maintenance +\$10, 000
 - +30,500 for School Resource Officer.

FUND 2

Revenues

- Increased sales to students +11,700. Originally budgeted at \$62,600, however looking at prior years the average was \$74,500. Revised budget is set at \$74,300.

Expenses

- Reduced food cost down from \$185,000 to \$178,450. Prior two years average was \$175,000.
- Also, keep in mind that the salad bar of \$7,500 and \$5,000 for Equipment is budgeted.

FUND 4 and FUND 7

No Change.

VERNDALE PUBLIC SCHOOL
ISD NO. 0818
DECEMBER 3, 2018
REVISED FY2019 BUDGET

	Adopted \$6,312 540 Students	Revised \$6,312 562 Students
Fund 1		
General Revenues	\$ 6,059,936.00	\$ 6,401,260.00
General Fund Expenditures		
Salaries & Wages	\$ 3,665,229.00	\$ 3,693,546.00
Employee Benefits	\$ 581,915.00	\$ 586,607.00
Purchased Services	\$ 937,994.00	\$ 981,494.00
Supplies & Material	\$ 274,790.00	\$ 274,790.00
Capital Expenditures	\$ 402,232.00	\$ 402,232.00
Other Expenditures	\$ 106,885.00	\$ 106,885.00
Total General Fund Expense	\$ 5,969,045.00	\$ 6,045,554.00
General Fund Total	\$ 90,891.00	\$ 355,706.00
Fund 2		
Total Food Service Revenues	\$ 307,475.00	\$ 319,175.00
Food Service Expenses	\$ 337,260.00	\$ 333,712.00
Food Service Total	\$ (29,785.00)	\$ (14,537.00)
Fund 4		
Community Service Revenues	\$ 100,058.00	\$ 100,058.00
Community Service Expenses	\$ 132,208.00	\$ 132,208.00
Community Service Total	\$ (32,150.00)	\$ (32,150.00)
Fund 7		
Debt Service Revenues	\$ 440,790.00	\$ 440,790.00
Debt Service Expenses	\$ 427,772.00	\$ 427,772.00
Debt Service Total	\$ 13,018.00	\$ 13,018.00
All Funds Revenues	\$ 6,908,259.00	\$ 7,261,283.00
All Funds Expenses	\$ 6,866,285.00	\$ 6,939,246.00
All Funds Total	\$ 41,974.00	\$ 322,037.00

11/26/18

Verndale Public School Board,

I would like to thank you for the opportunity to coach volleyball here in Verndale for the past 10 seasons. I am fortunate to have many years of special memories for which I will be forever grateful. I always said that I had the best seat in the gym as I watched so many special young women grow up through the game of volleyball in addition to my very own.

This is my last season coaching and I hope that you will be able to find someone with not only a passion for the game, but even more importantly, a passion to teach the young women here in Verndale the important lessons of how a healthy team functions.

I wish the Verndale volleyball program many years of further success.

Sincerely,

Shelley Glenz


December 3, 2018

To Whom It May Concern,

This is my notice that I plan to retire from my custodial position in 2019. My last day of work will be February 28, 2019.

Thank you for the opportunity to work for the Verndale School District. I have very much enjoyed my years here.

Sincerely,

A handwritten signature in cursive script that reads "Mark A. Callahan".

Mark A. Callahan



To: Verndale School Board
From: Arick Follingstad, Principal
Date: December 3, 2018
Re: English Learner (EL) Teacher

I recommend the Verndale School District hire Leah Hamann to fill a part-time English Learner Teacher position for the remainder of the 2018-2019 school year. This part-time position will be flexible based on student needs, but not to exceed a 0.3 FTE (approximately 10 hours per week). She will be paid at the BS, Step 10 hourly rate on the teacher master agreement payment schedule pending receipt of appropriate documentation.

Leah has experience working with EL students in a neighboring district. She will provide a necessary service to our EL students and will be a valuable addition to our teaching staff for the remainder of the school year.

Sincerely,

Arick Follingstad
Principal



To: Verndale School Board

From: Arick Follingstad, Principal

Date: December 3, 2018

Re: Long-Term Substitute Elementary Teacher

I recommend the Verndale School District hire Angela Erickson to fill a long-term substitute elementary teaching position from January 2, 2018 through the remainder of the 2018-2019 school year. She will be compensated according to the Long-Term Substitute Pay Schedule.

Angela comes to us with very strong recommendations as she is wrapping up her student-teaching experience. She has several years of experience in a school setting as a paraprofessional before going back to school to earn her teaching credentials. She has demonstrated a strong desire to build positive relationships and to help all students succeed. She will be a great addition to our staff for the remainder of the school year.

Sincerely,

Arick Follingstad
K-12 Principal



VERNDALE PUBLIC SCHOOLS

Independent School District No. 818, Wadena County

VERNDALE, MINNESOTA 56481-3000

To: Superintendent Brownlow & Verndale Public School Board Members

From: Victoria Thompson, Food Service Supervisor *VT.*

Re: Food Service Reorganization

Date: December 3, 2018

I would like to propose the following changes to our current food service staffing:

Current Positions:	Food Service Supervisor	5 hours
	Cook Manager	8 hours
	Head Cook	8 hours
	Assistant Cook	8 hours
	Assistant Cook	<u>6 hours</u>
	Total Hours	35 hours per day

Proposed Positions:	Food Service Supervisor	5 hours
	Head Cook	8 hours
	Assistant Cook	8 hours
	Assistant Cook	6 hours
	Assistant Cook	5 hours
	Secretarial hours	<u>1.5 hours</u>
	Total Hours	33.5 hours per day

We will be reducing food service hours by 3 hours per day. This will be done by eliminating the Cook Manager position (8 hrs) and adding an assistant cook position (5 hrs). We will need to bring in secretarial hours (1.5 hrs) to provide personnel to enter numbers during lunch time. This is a common occurrence in area school districts. This will help us run more efficiently in the food service department.

**VERNDALE PUBLIC SCHOOL
EXTRA-CURRICULAR RUNS
FISCAL YEARS 2018 AND 2019**

BASE SALARY EXTRA-CURRICULAR RUNS		
STEP 1	\$ 14.90	per hour
STEP 2	\$ 15.40	per hour
STEP 3	\$ 15.89	per hour

2017-2018 SALARY EXTRA-CURRICULAR RUNS		
STEP 1	15.37	per hour
STEP 2	15.88	per hour
STEP 3	16.39	per hour

2018-2019 SALARY EXTRA-CURRICULAR RUNS		
STEP 1	15.87	per hour
STEP 2	16.39	per hour
STEP 3	16.92	per hour



2017-18 World’s Best Workforce Report Summary

District or Charter Name: Verndale Public School District, #0818-01

Grades Served: PreK-12

WBWF Contact: Arick Follingstad

Title: Principal

Phone: 218-445-5184, ext. 313

Email: afollingstad@vps.verndale.k12.mn.us

Annual Report

➤ <http://www.verndaleschool.org/?DivisionID=23282&DepartmentID=28233>

Annual Public Meeting

➤ *November 19, 2018 – Maasconi’s Restaurant, Verndale, MN*

District Advisory Committee

WBWF Requirement: The district advisory committee must reflect the diversity of the district and its school sites. It must include teachers, parents, support staff, students, and other community residents. Parents and other community residents are to comprise at least two-thirds of advisory committee members, when possible. The district advisory committee makes recommendations to the school board.

District Advisory Committee Members	Role in District	Are they part of the Achievement and Integration leadership team? (Mark X if Yes)
Paul Brownlow	Superintendent / Parent	NA
Arick Follingstad	Principal / Parent	NA
Katie Tackmann	School Counselor	NA

District Advisory Committee Members	Role in District	Are they part of the Achievement and Integration leadership team? (Mark X if Yes)
Tony Stanley	School Board / Parent	NA
Shyla Hess	School Board / Parent	NA
Kenneth Kjeldegaard	Parent	NA
Sara Schwanke	Parent	NA
Stacey Neal	Parent	NA
Brenda Weniger	Parent	NA
Tammi Vertina	Parent	NA
Keryn West	Parent	NA
Corey Moyer	Parent	NA
Amber Geis	Parent	NA
Jason Geis	Parent	NA
Laura Ismil	Parent	NA
Jen Oyster	Parent	NA
Jasper Oyster	Parent	NA
Sarah Belknap	Parent	NA
Heath Belknap	Parent	NA
Darcie Orlando	Parent	NA

District Advisory Committee Members	Role in District	Are they part of the Achievement and Integration leadership team? (Mark X if Yes)
Amanda Snyder	Parent	NA
Karla Follingstad	Parent	NA
Mary Gronlund	Support Staff	NA
Nancy Roth	Community Resident	NA
Marlene Campbell	Community Resident	NA
Zoe Schwanke	Student	NA
Courtney Roth	Student	NA
Nick Bunio	Teacher	NA
Heather Arroyo	Teacher / Parent	NA
Jennifer Veronen	Teacher	NA
Kristin Johnson	Teacher	NA
Katie Bolland	Teacher	NA
Kelli Marquardt	Teacher	NA
Alicia Strayer	Teacher	NA
Stephanie Brownlow	Teacher / Parent	NA
Rachel Johnson	Teacher / Parent	NA
Jennifer Cameron	Teacher / Parent	NA

Equitable Access to Excellent Teachers

WBWF Requirement: WBWF requires districts to have a process in place to ensure low-income students, students of color, and American Indian students are not taught at disproportionate rates by ineffective, inexperienced, and out-of-field teachers. The legislation also requires that districts have strategies to increase equitable access to effective and diverse teachers.

While districts may have their own local definitions, please note the definitions developed by Minnesota stakeholders during the Every Student Succeeds Act (ESSA) state plan development process:

- An ineffective teacher is defined as a teacher who is not meeting professional teaching standards as defined in local teacher development and evaluation (TDE) systems.
- An inexperienced teacher is defined as a licensed teacher who has been employed for three or less years.
- An out-of-field teacher is defined as a licensed teacher who is providing instruction in an area which he or she is not licensed.

Respond to the questions below. Limit response to 400 words. Bulleted points are welcome and appreciated.

➤ *Equitable Access to Experienced, Effective, and In-Field Teachers*

- Experienced – 36 out of 43 teachers in our district during the 2017-2018 school year met the definition of being an experienced teacher by being employed as a teacher for more than years.
 - Of the remaining 7 “inexperienced” teachers;
 - 2 were in their 3rd year with our district,
 - 2 were in their 2nd year with the district,
 - 3 were in their 1st year with the district.
- Effective – Every teacher in our district during the 2017-2018 school year met the definition of being an effective teacher by meeting professional teaching standards as defined in local teacher development and evaluation (TDE) systems.
- In-Field – Every teacher in our district during the 2017-2018 school year met the definition of being an in-field teacher by providing instruction in an area which he or she is licensed.
- *Who is included in the conversations to review equitable access data and when do these occur?*
 - Grade level teachers have a process for developing class lists for the next school year. While developing the class lists, the following items are taken into account:
 - Academic ability, behavioral concerns/needs, parent input, additional supports needed.
 - At the end of the school year, the principal reviews the class lists before finalizing them for the following school year.
- *What gaps, if any, has the district found related to equitable access for low-income students, students of color or American Indian students? What data did the district use?*
 - The district has not found equitable access to be an issue for low-income students, students of color or American Indian students.
- *What are the root causes contributing to your gaps?*
- *What strategies has the district put in place to improve access for low-income students, students of color, and American Indian students to experienced, effective, and in-field teachers?*
 - We will continue to review our practices to make sure all students have access to experienced, effective, and in-field teachers.

➤ *Access to Diverse Teachers*

- *What has the district discovered related to student access to teachers who reflect the diversity of enrolled students in the district?*
 - The teaching staff represents the diversity of the enrolled students in the district.
- *What efforts are in place to increase the diversity of the teachers in the district?*
 - In a small, 2-section rural school, it can be challenging to attract teaching candidates from diverse backgrounds. We post all open positions on a statewide job posting website in hopes of attracting well-qualified candidates in all areas.

Local Reporting of Teacher Equity Data

Please check the box below to confirm that you have publicly reported your data as described below.

Districts are required to publicly report data on an annual basis related to equitable teacher distribution, including data on access for low-income students, students of color, and American Indian students to effective, experienced, and in-field teachers. Beginning with the December 2019 WBWF summary report submission, districts will be required to provide an assurance that this data is being publicly reported.

For this 2017-18 WBWF summary report submission, please check the box if your district publicly reported this data.

District/charter publicly reports data on an annual basis related to equitable teacher distribution, including data on access for low-income students, students of color, and American Indian students to effective, experienced, and in-field teachers.

Goals and Results

SMART goals are: specific and strategic, measurable, attainable (yet rigorous), results-based and time-based. Districts may choose to use the data profiles provided by MDE in reporting goals and results or other locally determined measures.

All Students Ready for School

<input checked="" type="checkbox"/> WBWF Goal Only <input type="checkbox"/> WBWF/A&I Goal	Result	Goal Status
<p>As part of our High Reliability School initiative, by the end of the 2019-2020 school year, 100% of the students who attend the Verndale School Readiness program will demonstrate kindergarten readiness. We would like to maintain or increase the percentage each year from our baseline data of 75% in 2016-2017. Students can demonstrate kindergarten readiness by scoring at or above target level in <u>at least one</u> of the following benchmark measurements:</p> <ul style="list-style-type: none"> - Reaching Letter Naming and Letter Sound Fluency as measured by the AIMSweb benchmark assessment. - Showing grade level proficiency as measured by FAST progress monitoring. - Reaching academic and emotional benchmarks as measured by our district kindergarten readiness rubric. - Meeting Tier I or Tier II benchmarks in all 9 categories of the Individual Growth & Development Indicators of Early Literacy assessment. 	<p>16 out of 21 students (76%) who attended the Verndale School Readiness program in 2016-2017 demonstrated kindergarten readiness for the 2017-2018 school year by scoring at or above proficiency in at least one of the benchmark measurements.</p> <p>15 out of 20 students (75%) who attended the Verndale School Readiness program in 2015-2016 demonstrated kindergarten readiness for the 2016-2017 school year by scoring at or above proficiency in at least one of the benchmark measurements.</p>	<p><i>Check one of the following:</i></p> <p><i>Multi-Year Goal:</i></p> <p><input checked="" type="checkbox"/> On Track <input type="checkbox"/> Not On Track</p> <p><i>One-Year Goal</i></p> <p><input type="checkbox"/> Goal Met <input type="checkbox"/> Goal Not Met</p> <p><input type="checkbox"/> District/charter does not enroll students in kindergarten</p>

Bulleted narrative is appreciated. 200-word limit.

- *What data have you used to identify needs in this goal area? How is this data disaggregated by student groups?*
 - We track data from multiple sources:
 - Classroom assessments, teacher observation, AIMSweb, PRESS, FAST, our Kindergarten Readiness Rubric, Individual Growth & Development Indicators of Early Literacy assessment, and others.
- *What strategies are in place to support this goal area?*
 - We use an “All Hands on Deck” / What I Need (WIN) model in preschool and kindergarten to give students direct instruction at their individual levels in a small group setting.
 - We have a K-2 intervention teacher to help assist students with individual needs.
 - We have 3 Reading Corps teachers, multiple Foster Grandparents and volunteers in the building on a regular basis to help assist students.
 - We use AVMR (Math Recovery) strategies to help students develop math skills.
- *How well are you implementing your strategies?*
 - Our strategies are being implemented with fidelity on a regular basis.
- *How do you know whether it is or is not helping you make progress toward your goal?*
 - Individual tracking of student data against each goal over time allows us to know how much progress each student is making. The cumulative progress of the entire group is tracked as well.
 - Classroom teachers and the intervention teacher communicate regularly about individual student needs and current progress. This group shares a Google Classroom site to communicate when they are not face to face to share data plans and student groupings for small groups.

All Students in Third Grade Achieving Grade-Level Literacy

<input checked="" type="checkbox"/> WBWF Goal Only <input type="checkbox"/> WBWF/A&I Goal	Result	Goal Status
<p>As part of our High Reliability School Initiative, by the end of the 2019-2020 school year, 80% of all third grade students will achieve grade level literacy. We would like to maintain or increase the percentage each year from our baseline data of 69% in 2016-2017. Students can demonstrate third grade literacy by scoring at or above target level in <u>at least one</u> of the following benchmark measurements:</p> <ul style="list-style-type: none"> - Demonstrating proficiency on the 3rd grade MCA Reading Assessment - Demonstrating grade level literacy as measured by AIMSweb benchmark assessment. - Reading at a 3rd grade level as measured by Fountas and Pinnell’s Guided Reading System. 	<p>In 2017-2018, 63% of all 3rd grade students demonstrated grade-level literacy by scoring at or above proficiency in at least one of the benchmark measurements.</p> <p>In 2016-2017, 69% of all 3rd grade students demonstrated grade-level literacy by scoring at or above proficiency in at least one of the benchmark measurements.</p>	<p><i>Check one of the following:</i></p> <p><i>Multi-Year Goal:</i></p> <p><input checked="" type="checkbox"/> On Track <input type="checkbox"/> Not On Track</p> <p><i>One-Year Goal</i></p> <p><input type="checkbox"/> Goal Met <input type="checkbox"/> Goal Not Met</p> <p><input type="checkbox"/> District/charter does not enroll students in grade 3</p>

Bulleted narrative is appreciated. 200-word limit.

- *What data have you used to identify needs in this goal area? How is this data disaggregated by student groups?*
 - We track data from multiple sources:
 - AIMSweb, classroom assessments, Fountas and Pinnell’s Guided Reading System, and MCA results.
 - We used data meetings and department meetings to discuss student data and make plans for moving individual students forward.
- *What strategies are in place to support this goal area?*
 - We have intervention teachers in K-2 and 3-4 to help assist students with individual needs.
 - We have 3 Reading Corps teachers, multiple Foster Grandparents and volunteers in the building every day to help assist students
 - We use AVMR (Math Recovery) strategies to help students develop math skills.
 - The All Hands on Deck / What I Need (WIN) model is being implemented in multiple grades to give students direct instruction at their level in a small group setting.
- *How well are you implementing your strategies?*
 - Our strategies are being implemented with fidelity on a regular basis.
- *How do you know whether it is or is not helping you make progress toward your goal?*
 - Individual tracking of student data against each goal over time allows us to know how much progress each student is making. The cumulative progress of the entire group is tracked as well.

Close the Achievement Gap(s) Between Student Groups

<input checked="" type="checkbox"/> WBWF Goal Only <input type="checkbox"/> WBWF/A&I Goal	Result	Goal Status
<p>As part of our High Reliability School Initiative, by the end of the 2019-2020 school year, the district will reduce the achievement gap in reading and math for students qualifying for the free and reduced-price meal program as measured by the MCA Assessments. We would like to reduce the gap by increasing student achievement in every subgroup.</p>	<p>2017-2018 achievement gap results:</p> <p>FRP Math – Increased from 9% to 17% FRP Reading – Increased from 13% to 18%</p> <p>2016-2017 achievement gap results:</p> <p>FRP Math – Reduced from 18% to 9% FRP Reading – Reduced from 18% to 13%</p>	<p><i>Check one of the following:</i></p> <p><i>Multi-Year Goal:</i></p> <p><input checked="" type="checkbox"/> On Track <input type="checkbox"/> Not On Track</p> <p><i>One-Year Goal</i></p> <p><input type="checkbox"/> Goal Met <input type="checkbox"/> Goal Not Met</p>

Bulleted narrative is appreciated. 200-word limit.

- *What data have you used to identify needs in this goal area? How is this data disaggregated by student groups?*
 - We use proficiency data from Mathematics and Reading MCAs.
- *What strategies are in place to support this goal area?*
 - We are continually trying to improve our instructional strategies to achieve better student outcomes in all areas.
- *How well are you implementing your strategies?*
 - Our strategies are being implemented with fidelity on a regular basis.
- *How do you know whether it is or is not helping you make progress toward your goal?*
 - Individual tracking of student data against each goal over time allows us to know how much progress each student is making. The cumulative progress of the entire group is tracked as well.

All Students Career- and College-Ready by Graduation

<input checked="" type="checkbox"/> WBWF Goal Only <input type="checkbox"/> WBWF/A&I Goal	Result	Goal Status
<p>As part of our High Reliability School Initiative, by the end of the 2019-2020 school year, 100% of graduating seniors will demonstrate college or career readiness. We would like to maintain or increase the percentage each year from our baseline data of 97% in 2016-2017. Students can demonstrate college or career readiness by meeting <u>at least one</u> of the following measures:</p> <ul style="list-style-type: none"> - Earning a National Career Readiness Certificate from ACT at a Bronze level or higher. - Earning a Bridges Career Academy Certificate. - Scoring at or above the ACT College Readiness Benchmark Score in English, Mathematics, Reading, and Science. 	<p>In 2017-2018, 100% of graduating seniors met one or more of the college and career readiness measures.</p> <p>In 2016-2017, 97% of graduating seniors met one or more of the college and career readiness measures.</p>	<p><i>Check one of the following:</i></p> <p><i>Multi-Year Goal:</i></p> <p><input checked="" type="checkbox"/> On Track <input type="checkbox"/> Not On Track</p> <p><i>One-Year Goal</i></p> <p><input type="checkbox"/> Goal Met <input type="checkbox"/> Goal Not Met</p>

Bulleted narrative is appreciated. 200 word limit.

- *What data have you used to identify needs in this goal area? How is this data disaggregated by student groups?*
 - We track data from multiple sources:
 - National Career Readiness Certificate assessment
 - Bridges Career Academy Certificates
 - ACT College Readiness Benchmark Data
 - We do not disaggregate this data by student group as we are looking to get all students college or career ready.
- *What strategies are in place to support this goal area?*
 - College and Career Readiness Supports:
 - Career Counselors, Academic Counselors, Accuplacer Assessment, ASVAB, Personal Learning Plans for each student, CIS opportunities, PSEO / Ecampus opportunities, Career & College Fairs, Job Shadowing Program, Work-Based Learning Program, Career and Technical Education Courses.
- *How well are you implementing your strategies?*
 - Our strategies are being implemented with fidelity on a regular basis.
- *How do you know whether it is or is not helping you make progress toward your goal?*
 - Individual tracking of student data against each goal over time allows us to know how much progress each student is making. The cumulative progress of the entire group is tracked as well.

All Students Graduate

<input checked="" type="checkbox"/> WBWF Goal Only <input type="checkbox"/> WBWF/A&I Goal	Result	Goal Status
<p>As part of our High Reliability School Initiative, by the end of the 2019-2020 school year, 100% of Verndale students will graduate within their 6-year cohort. We would like to maintain or increase the percentage each year from our baseline data of 92% in 2016-2017.</p>	<p>In 2017-2018, 94% (34/36) students graduated in their 4-year cohort. We anticipate that the remaining student will graduate within the 6-year cohort.</p> <p>In 2016-2017, 92% (34/37) students graduated in their 4-year cohort. We anticipate that the remaining 3 students will graduate within the 6-year cohort.</p>	<p><i>Check one of the following:</i></p> <p><i>Multi-Year Goal:</i></p> <p><input checked="" type="checkbox"/> <i>On Track</i></p> <p><input type="checkbox"/> <i>Not On Track</i></p> <p><i>One-Year Goal</i></p> <p><input type="checkbox"/> <i>Goal Met</i></p> <p><input type="checkbox"/> <i>Goal Not Met</i></p> <p><input type="checkbox"/> <i>District/charter does not enroll students in grade 12</i></p>

Bulleted narrative is appreciated. 200-word limit.

- *What data have you used to identify needs in this goal area? How is this data disaggregated by student groups?*
 - We track student graduation data.
 - We track student progress toward graduation throughout credit check document started for each student when they enter 9th grade.
- *What strategies are in place to support this goal area?*
 - Graduation preparedness tracking:
 - Career Counselors, Academic Counselors, Accuplacer Assessment, ASVAB, Personal Learning Plans for each student, and others.
- *How well are you implementing your strategies?*
 - Our strategies are being implemented with fidelity on a regular basis.
- *How do you know whether it is or is not helping you make progress toward your goal?*
 - Individual tracking of student data against each goal over time allows us to know how much progress each student is making. The cumulative progress of the entire group is tracked as well.

MEMORANDUM OF UNDERSTANDING
BETWEEN
MARIA USELMAN AND EDUCATION MINNESOTA AND
VERNDALE PUBLIC SCHOOL DISTRICT NO. 818

THIS MEMORANDUM OF UNDERSTANDING is made and entered into this 21 day of November, 2018, by and between EDUCATION MINNESOTA (Union), MARIA USELMAN, and VERNDALE PUBLIC SCHOOL, ISD 818, by and through its Superintendent.

WHEREAS, Uselman holds a continuing contract as a teacher with the District pursuant to Minn. Stat. § 122A.40; and

WHEREAS, the Union is the exclusive representative for teachers employed by the District; and

WHEREAS, Uselman has been medically unable to work as of September 21, 2018; and

WHEREAS, Uselman and the District, in the interests of mutual accommodation, wish to set forth an agreed upon course of action.

NOW, THEREFORE, the parties agree to the following:

1. Uselman will be granted a general unpaid leave of absence through June 30, 2019. During the general leave, Uselman will not receive any pay, benefits, nor will she accumulate any benefits.

2. Prior to February 28, 2019, Uselman must provide the District with a proper medical certification finding that she is fit to return to the classroom as of February 28, 2019 and that she is able to work full-time during the 2019/2020 school year.

3. The District reserves the right to obtain a second opinion through an independent medical evaluation of Uselman at the District's expense and Uselman agrees to cooperate with

such process. If Uselman is not cleared to return to work full-time for the 2019/2020 school year, she automatically and irrevocably submits her resignation effective July 1, 2019.

4. At any point after being medically cleared to return to work, Uselman may serve as a substitute teacher for the District.

5. This Agreement constitutes the full and complete agreement between the parties, and the parties agree that there were no inducements or representations leading to the execution of this Agreement, except as herein contained.

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding as of the day and year first above written.

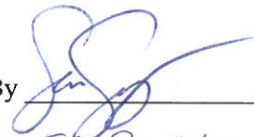
Date: 11-21-18



Maria Uselman

Date: 11/28/18

Education Minnesota

By 

VEA President

Date: _____

Verndale Public School, ISD 818

By _____
Paul Brownlow
Superintendent

October 17, 2018

To: Sourcewell Member Chief Executive Officers

From: Chad Coquette, Executive Director/CEO

Re: Board of Directors Election Nomination

It is time for the Sourcewell Annual Board Election Nominations. As you know, Membership for Sourcewell is divided into four sub-regions. Sub-Regions I, II, and III are made up of school districts and Sub-Region IV is made up of cities, counties, and other government agencies. Each Sub-Region elects two of its elected officials to serve on the Sourcewell Board of Directors.

There are two (2) seats available: one (1) four year term from Sub-Region I
one (1) four year term from Sub-Region II

Terms of office which expire on December 31, 2018 are presently held by:

Sub-Region I	Scott Veronen- Verndale Schools
Sub-Region II	Sara Nagel- Pillager Schools

Please take the enclosed information to your next Board meeting and ask your Board to consider nominating one of your members to serve for the terms indicated. Then complete the nomination form and return it **no later than December 17, 2018**.

Thank you for your help. Look for the ballots soon after December 18, 2018.

Enc: Sourcewell Board of Directors Nomination Form
Sourcewell Board Member Job Description
Sourcewell Full Voting Sub-Regional Membership

POSITION DESCRIPTION & EXPECTATIONS

Position Title: Board Member

Immediate Supervisor's Position Title: Minnesota State Legislature and Governor

Essential Duties and Powers of the Board are defined in the Sourcewell By-Laws, Article III, Subd.F.

1. Submit an Annual Evaluation Report and an Annual Plan to the Membership.
2. Provide adequate office, service center and administrative facilities.
3. Employ staff and other personnel as necessary to provide and support the agreed upon programs and services.
4. Appoint special advisory committees as needed.
5. Employ licensed staff pursuant to licensure and certification standards.
6. Enter into contracts with school boards of local education agencies, including school districts outside Sourcewell's area.
7. Enter into contracts with other public and private agencies and institutions.
8. Be governed by the Sourcewell By-Laws and applicable laws of the state.
9. Establish cooperative, working relationships and partnerships with post-secondary educational institutions, other public agencies, business, and industry.
10. Appoint an Executive Director and other such necessary personnel and fix their salary and conditions of employment.
11. Meet at the call of the Chair or any three (3) members of the Board.
 - a. Expected to attend monthly Board meetings. Supper is served.
 - b. Expected to attend an Annual Board Retreat in the Spring running from the evening of the first day through the early afternoon of the following day. This event is typically held at a local Hotel.
 - c. Invited to attend one National Convention each FY at the expense of the Sourcewell.
12. May select advisory councils or committees to give advice and counsel to the board.
13. Shall make technical assistance for long-range planning available to member government agencies upon request.
14. May establish a Rebate Program only available to Full-voting Members.

Work Requirements and Characteristics

- a. Directly supervises the following Positions:
 - i. Executive Director
- b. Indirectly supervises:
 - i. None
- c. Work is performed under normal office conditions and there are minimal environmental risks or disagreeable conditions associated with work. Work involves continuous contacts and interactions with the public, staff, elected officials, outside agencies, citizen groups, the media and others. Physical requirements:
 - i. Stand occasionally
 - ii. Walk occasionally
 - iii. Sit continuously
 - iv. Reach with arms and hands rarely
 - v. Climb or balance rarely
 - vi. Stop/kneel/crouch or crawl rarely
 - vii. Talk or hear continuously
 - viii. Taste or smell rarely
 - ix. Lift and carry up to 10 pounds rarely
 - x. Lift and carry up to 25 pounds rarely
 - xi. Lift and carry up to 50 pounds rarely
- d. Occasional air travel with multiple overnight stays possible.

Core Competencies

- a. Experience on a Board of Directors

Required Qualifications

- a. Must currently hold the office of elected official of a member school board, city, county, or other governmental unit and subsequently be elected to serve on the Sourcewell Board of Directors.

I acknowledge receipt and understanding of this Position Description & Expectations.

Signed this _____ day of _____, 20_____.

Printed Name

Signature

SOURCEWELL

FULL VOTING SUB-REGIONAL MEMBERSHIP FOR 2018

Sub-Region I	ADM's	Member Number
Bertha-Hewitt	409	1315
Browerville	399	1579
Freshwater Education District	105	14322 (Staples) 59952 (Wadena)
Long Prairie/Grey Eagle	877	5078
Menahga	955	5414
Sebeka	472	7157
Staples/Motley	1,165	7753
Verndale	520	33164
Wadena/Deer Creek	968	10634
Total: Sub-Region I	5,870	
Sub-Region II		
Cass Lake/Bena	1,164	11260
Crosby/Ironton	1,069	2855
Northland Community	346	6067
Pequot Lakes	1,610	6449
Pillager	959	6503
Pillager Area Charter School	45	6502
Pine River/Backus	902	6526
Walker/Hackensack/Akeley	712	8791
Total: Sub-Region II	6,807	
Sub-Region III		
Brainerd	6,427	15688
Little Falls	2,490	5043
Mid-State Education District-Little Falls	35	40599
Pierz	1139	6492
Royalton	909	6980
Swanville	321	11398
Upsala	376	33156
Total: Sub-Region III	11,697	
Sub-Region IV		
City of Baxter - 34965	City of Pierz - 89851	Region 5 RDC - 40600
City of Brainerd - 18227	City of Pine River - 33248	
City of Breezy Point - 84933	City of Royalton - 92001	MN State Comm. & Tech College - 5559
City of Browerville - 36435	City of Sebeka - 40598	
City of Clarissa - 2161	City of Staples - 33244	Central Lakes College Brainerd - 26992
City of Crosslake - 16521	City of Verndale - 83290	Central Lakes College Staples - 536
City of Emily - 50069	City of Wadena - 19960	
City of Little Falls - 490		
City of Long Prairie - 2306	Cass County - 1784	
City of Menahga - 40597	Crow Wing County - 2876	
City of Nisswa - 30664	Morrison County-5640	
	Wadena County - 8774	

Sourcewell Board of Directors Nomination Form

Please return:

Mail: Sourcewell
Attn: Danielle Wadsworth
PO Box 219
202 12th Street NE
Staples, MN 56479

Or

Email: danielle.wadsworth@sourcewell-mn.gov

NO LATER THAN December 17, 2018

_____ would like to place in nomination the following
(Government Agency Name)

person who is presently serving on our governing board, council, or commission to serve for a four-year term representing Sub-Region I on the Sourcewell Board of Directors:

Term Expires December 31, 2022

Person Nominated

Phone Number of Nominee

Email of Nominee

Date

Signature of Government Official

For each person nominated, a brief biographical sketch should be included in the space below which illustrates information on the candidate that would be of value to governmental agency board members in your Sub-Region to consider as a part of the election process.

Agreement for Cooperative Sponsorship of Speech

This agreement is made between the **School Boards of Independent School District No. 818, Verndale, Minnesota** and **Independent School District No. 2155, Wadena-Deer Creek, Minnesota**. The parties agree as follows:

- 1. Terms and Conditions of Cooperative Sponsorship:** Any combined program of speech shall be cooperatively sponsored upon the following terms and conditions;
 - a. Team Name:** The team shall be known as the Verndale Pirates with Independent School District No. 818 serving as the host school district.
 - b. Participation Fees:** Activity Fees will be the responsibility of each respective school district.
 - c. Contracts:** Except as otherwise provided herein, contracts related to the cooperatively sponsored team with speech judges, individuals, or other school or school districts shall be made by the governing board of Independent School District No. 818.
 - d. Allocation of Costs:** All costs of the combined program shall be calculated at the end of the season and allocated between the parties on a per participant basis (total cost divided by total participants from all schools) for each category listed:
 - i. Transportation Expenses
 1. Expenses for transportation to "away contests" including regular and postseason tournament contests and all associated expenses such as lodging, meals, etc.
 2. The transportation of participants to and from the host district (Verndale) for practices and home meets are excluded expenses and are the responsibility of the home district and are not part of the shared expenses.
 - ii. Expenses for Awards.
 - iii. Expenses for coaches meetings, workshops, and coaches attendance at the state speech meet.
 - iv. Expenses for the payment of judges, event supervisors, and other personnel necessary to stage the event.
 - v. Expenses for purchasing supplies and equipment.
 - vi. Expenses for salary and fringe benefit costs for coaches and other activity personnel.
 - vii. Expenses for 1/14 of salary and fringe benefit costs for activities director.
 - viii. Other expenses related to speech.
 - e. Employment of Personnel**
 - i. The head coach of the combined program shall be employed by the School Board of Independent School District No. 818.

ii. Other joint program personnel, if any, shall be employed by the School Board of Independent School District No. 818.

- f. **Control and Supervision of Program and Participants:** The control and supervision of a combined program and of the behavior of student participants, which relates to their participation in the program, shall be the responsibility of the host school district.

The contract and supervision of school participants while in transport to and from the host school district (Verndale) shall be the responsibility of the home school district.

2. **Liability Insurance:** Nothing contained in this agreement shall relieve any party to this agreement from liability for its negligence of that of its officers, agents, and employees. Each party shall carry liability insurance that meets or exceeds State Statutes. Each party shall provide the other party with a certificate affirming such insurance coverage.

IN WITNESS WHEREOF, the Parties, by their respective officers on the dates indicated have executed said agreement.

Independent School District No. 818
Verndale, MN

By Chairperson _____

By Clerk _____

Date _____

Independent School District No. 2155
Wadena-Deer Creek, Minnesota

By Chairperson _____

By Clerk _____

Date _____

Minnesota State High School League
 2100 Freeway Blvd., Brooklyn Center, MN 55430-1735
 763-560-2262, Fax: 763.569.0499

Application for Cooperative Sponsorship

Application must be submitted to the League office not later than the first day of practice for that sport season.

The governing boards of each participating school must jointly make application for cooperative sponsorship.

On behalf of the following schools, we hereby apply for cooperative sponsorship of Speech
 beginning with the 20 18 - 20 19 school year. (activity) (boys' or girls') (Adapted-CI or PI)

List **ALL** schools included in the cooperative sponsorship. *Attach another form if necessary.*

	School	Enrollment (9-12)*	City	Administrative Region**	Competitive Section**
High School #1:	Verndale	132	Verndale		
High School #2:	Wadena-DeerCreek	227	Wadena		
High School #3:					
High School #4:					

*Enrollment reported to the State of Minnesota on October 1 of the previous school year.

**Current (Number and Class)

- Do any of the above schools belong to a conference in this activity?
 Yes This application must include a review and comments from the conference(s) of which the schools are members.
 No
- Do any of the above schools currently have a cooperative agreement in this activity?
 Yes An application for dissolution must be submitted for the existing agreement.
 No
- Describe the conditions which have prompted your request to co-sponsor this activity. (See model resolution at [www.mshsl.org/About MSHSL/Membership Information: A History & Model Resolution for School Boards](http://www.mshsl.org/About%20MSHSL/Membership%20Information%20A%20History%20&%20Model%20Resolution%20for%20School%20Boards))

Wadena-Deer Creek has a limited number of student who would like to participate, not enough to

- List the number of students, by grade level, who participated in this activity during the previous year. *If the school did not sponsor the program last year, indicate the number of students expected to participate in this cooperatively-sponsored activity this year if approved.* *stayed above*

	7th	8th	9th	10th	11th	12th
High School #1						
High School #2					1	
High School #3						
High School #4						

5. Team Identification: (Indicate how cooped schools should be identified in tournament programs):
Verndale Pirates

6. Team Colors: Green White Team Mascot: Pirates

7. Host School (school that will receive revenue share check): Verndale

Board of Education (or designee)	School	Date
Signed <u>[Signature]</u>	<u>WDC</u>	<u>11-19-18</u>
Signed _____	_____	_____
Signed _____	_____	_____
Signed _____	_____	_____

Official Action of the MSHSL Board of Directors

Approved Not Approved

Signature: _____ Date: _____
 MSHSL Executive Director



To: Verndale School Board

From: Greg Johnson, Dean of Students/Activities Director

RE: Monthly Report (December)

- 1) The Winter sports season is underway.
 - a) Here are our numbers in the following sports.
 - i) Jr High GBB: 16 participants
 - ii) 9-12 GBB: 16 participants
 - iii) Wrestling 7-12: 8 participants
 - iv) 9-12 BBB: 21 participants
 - v) Speech had 15 students sign up last week.
 - vi) Hockey: 1 participant
- 2) Our Choir and Band will perform this Thursday evening with the Choir beginning at 6:30 pm.



K-12 Principal / District Assessment Coordinator Report

December 3, 2018

1. Events of the Past Weeks
 - a. Parent / Teacher Conferences – November 5th and 8th
 - b. Book Fair – November 5th – 8th
 - c. Lunch with Loved Ones – November 6th – 8th
 - d. Veteran's Day Program / Breakfast – November 8th
 - e. Financial Aid Night – November 13th
 - f. World's Best Workforce Public Meeting – November 19th
 - g. Curriculum Review Meeting – November 19th
 - h. Verndale Honor Society Induction Ceremony – November 28th
 - i. Festival of Lights Community Gathering – November 28th
 - j. Blood Drive – November 29th
2. Upcoming Events / Mark Your Calendars
 - a. NCRC Assessment for Seniors – December 4th
 - i. Starting right away in the morning at the school
 - b. 2-Hour Late Start – December 5th
 - c. Christmas Tea – December 6th
 - i. 1:30-1:15 for current and retired staff members
 - d. 7-12 Choir / 5-12 Band Concert – December 6th
 - i. Choir at 6:30
 - ii. Band to follow
 - e. ASVAB for Juniors – December 7th
 - i. Starting right away in the morning at the school
 - f. 5th / 6th Grade Ski Trip – December 10th
 - g. Elementary Music Program – December 14th
 - i. 10:00 and 1:30 shows
 - ii. All visitors must enter through the main office doors
 - h. Early Out – Start of Christmas Break – December 21st
 - i. Students dismissed at 12:30
 - i. Christmas Break – December 22nd – January 1st
 - j. 2-Hour Late Start – January 2nd (1st day back from break)
 - k. Curriculum Review Meeting – January 7th
 - i. 5:15 start in the FACS Room



VERNDALE PUBLIC SCHOOLS

Independent School District No. 818, Wadena County

VERNDALE, MINNESOTA 56481-3000

3. High Reliability School Program Update
 - a. Mr. Follingstad presented the HRS Framework Minnesota Rural Education Association Conference – November 12th
 - b. Elementary Data Meetings – November 15th
 - c. Held a Level 2 Webinar with Phil Warrick on November 19th
 - d. Development of the STAR team – Student Assistance and Referral Team
 - e. World's Best Workforce / Curriculum Advisory Meeting – November 19th at Maasconi's
 - f. District Leadership Team Meeting – November 27th
 - g. Webinar with Phil Warrick – December 4th
 - h. Meeting with National School Safety Consulting – December 7th
 - i. Continuing to review and evaluate our safety procedures and protocols
 - i. HRS Retreat at Sourcewell – December 13th
 - j. District Leadership Team Meeting – December 18th

Superintendent Report
December 3, 2018

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		
		Preliminary budget set at:	540 Students
		Revised Budget	562 Students

1. **Spanish Trip** - More work and review is necessary to address all the concerns regarding a Spanish trip that would take students outside of the country. I have talked to several administrators to figure out the best way to move forward with this opportunity. The largest concerns regarding this trip are student safety and cost. A proposal should be ready for board review at the January meeting.
2. **FY 2018 School District Audit** - Brian Koehn is completing the audit and will submit all the mandated reports by the statutory deadlines. Unfortunately, he is not able to present the audit report until the January meeting. I have him scheduled on the January meeting agenda.
3. **AESA Conference** - I was fortunate to present with Jackie Bruns (Sourcewell) and Eric Pingrey (WHA Superintendent) on the work we are doing with the High Reliability Schools (HRS) framework. The conference was in Colorado Springs, Colorado and had educational professionals from all over the country in attendance. Again, this opportunity is provided by the generous funding support of Sourcewell.

4. **FED Legislative Day** - The Freshwater Education District will hold their annual Legislative Day at 9:00 am on Wednesday, December 5, 2018 at the CLC campus in Staples. We have been informed there will only be 1-2 representatives available for this day. There is no plan to reschedule because of the busy schedules of the senators and representatives.

5. **Christmas Tea** - The Christmas Tea will be held on Thursday, December 6 from 10:30 am to 1:15 pm in the multimedia room. We will serve festive snacks and treats. Please plan to join us if you able.

6. **Wrestling Cooperative Agreement** - I will be meeting with the superintendents from Bertha-Hewitt and Parkers Prairie later this week to review and modify the current wrestling agreement. The major sticking point is transportation expenses. We will also review what expenses can be included in the shared service program. My hope is that we can come up with a fair agreement that can be reviewed and approved by the school board in January.

7. **MSBA Leadership Conference** - The MSBA Leadership Conference is scheduled for January 17-18 in Minneapolis. Rooms have been reserved for Shyla, Chris, and Tony. We can coordinate travel plans after the January meeting.

Upcoming Events

December Two-Hour Late Start	December 5
FED Legislative Day	December 5
Christmas Tea	December 6
High School Music Concert	December 6
Elementary Music Program	December 14
Early Dismissal (12:30 pm) for Christmas Break	December 21
Christmas Break	Dec 22 - Jan 1
School Resumes	January 2
January Two-Hour Late Start	January 2
Organizational/January Board Meeting	January 7