



~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, May 7, 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 April 2, 2018 Regular Board Meeting
 - b. Freshwater Education Report
 - c. Legislative Report
 - d. Donation(s)
- VII. New Business
 - a. Approve Financial Reports/Payment of the Bills
 - b. Presentation - High Reliability Schools (HRS) - NJPA Consultant Julie Benson
 - c. Presentation - Bertha-Hewitt-Verndale-Parkers Prairie Wrestling Cooperative - Head Wrestling Coach Bill Wagner
 - d. Approve Contract Agreements with the Following Personnel:
 - i. 2017-2018 Athletic Director
 - ii. 2017-2019 Transportation & Buildings and Grounds Supervisor
 - iii. 2017-2019 Human Resources-Payroll Specialist

- iv. 2017-2019 K-12 Principal/District Assessment Coordinator
- v. 2017-2019 Superintendent
- vi. 2018-2019 Food Service Supervisor
- vii. 2018-2019 Computer Application Helpdesk Support
- e. Consider/Approve the Following Personnel Items:
 - i. Resignation/Retirement
 - 1. Elementary Teacher
 - 2. Elementary Teacher
 - 3. High School Special Education Teacher
 - 4. Education Assistant
 - ii. Notices of Assignment/Contracts
 - 1. Dean of Students/Activities Director
 - 2. Extra-Curricular/Substitute Bus Driver
 - 3. Food Service Student Worker
 - 4. Food Service Student Worker
 - iii. Continuing Contracts
 - 1. Kelli Marquardt
 - 2. Katie Tackmann
 - 3. LaNette Aeling
 - 4. Nicholas Bunio
 - iv. Renewal of Probationary Teacher Contracts
 - 1. Angela Orsburn
 - 2. Jennifer Cameron
 - 3. Alicia Strayer
 - 4. Angela Wallin
 - v. Teacher on Special Assignment (TOSA)
 - 1. Dean of Students/Activities Director
 - vi. Teacher Intent to Return
 - 1. Maria Uselman
- f. Approve the following programs/contracts/memberships:
 - i. IEA Lead in Water Testing
 - ii. IEA Safety Data Sheet Compilation
 - iii. Interquest Detection Canines for 2018-2019 School Year
- g. Approve Resolution(s)/Letter(s) of Support for the Following NJPA Innovative Funds Projects
 - i. Central Minnesota CEO Program
 - ii. Collaborating Online Program
 - iii. RMCEP Career Advising Program
- h. Approve the First Reading of the Following Policies:
 - i. Policy 419 - Tobacco-Free Environment
 - ii. Policy 707 - Transportation of Public School Students
- i. Call for Fuel, Milk, and Bread Quotes/Bids for the 2018-2019 School Year
- j. Call for Insurance Bids for 2018-2021

- k. Approve Financial Audit Service Quote for Fiscal Years 2018 & 2019
- l. Approve Issuance of Diplomas/Certificates of Attendance for the 2018 Graduates
Pending Final Approval by the Administration

VIII. Administrative Reports

- a. K-12 Principal/District Assessment Coordinator
- b. Superintendent



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SCHOOL BOARD AGENDA

REGULAR MEETING

Monday, May 7, 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 April 2, 2018 Regular Board Meeting - Enclosed. **Recommend Approval**
 - b. Freshwater Education Report - Scott
 - 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. Presentation - High Reliability Schools (HRS) - NJPA Consultant Julie Benson - Julie Benson will present information regarding the HRS Level 1 work our school staff completed to become certified this spring. She is the consultant that has helped us along the way.
 - c. Presentation - Bertha-Hewitt-Verndale-Parkers Prairie Wrestling Cooperative - Head Wrestling Coach Bill Wagner - Bill would like to give the board an update on the shared wrestling program. He would like to give a summary of the season and field and questions or concerns from the school board.

- d. Approve Contract Agreements with the Following Personnel: The contracts and financial components are being reviewed by the staff represented below. I will be meeting with the staff on Monday to discuss any concerns to their contracts. A summary will be presented to the board on Monday for approval.
 - i. 2017-2018 Athletic Director
 - ii. 2017-2019 Transportation & Buildings and Grounds Supervisor
 - iii. 2017-2019 Human Resources-Payroll Specialist
 - iv. 2017-2019 Superintendent
 - v. 2018-2019 Food Service Supervisor
 - vi. 2018-2019 Computer Application Helpdesk Support
- e. Consider/Approve the Following Personnel Items: Letters enclosed. **Recommend Approval**
 - i. Resignation/Retirement
 - 1. Elementary Teacher
 - 2. Elementary Teacher
 - 3. High School Special Education Teacher
 - 4. Education Assistant
 - ii. Notices of Assignment/Contracts
 - 1. Dean of Students/Activities Director - Letter enclosed. **Recommend Approval**
 - 2. Extra-Curricular/Substitute Bus Driver - Letter enclosed. **Recommend Approval**
 - 3. Food Service Student Worker - Interview and recommendation will be conducted on Monday
 - 4. Food Service Student Worker - Interview and recommendation will be conducted on Monday
 - iii. Continuing Contracts - Letter enclosed. **Recommend Approval**
 - 1. Kelli Marquardt
 - 2. Katie Tackmann
 - 3. LaNette Aeling
 - 4. Nicholas Bunio
 - iv. Renewal of Probationary Teacher Contracts - Letter enclosed. **Recommend Approval**
 - 1. Angela Orsburn
 - 2. Jennifer Cameron
 - 3. Alicia Strayer
 - 4. Angela Wallin
 - v. Teacher on Special Assignment (TOSA) - The TOSA is being reviewed by all stakeholders. A final document will be presented for approval on Monday.
 - 1. Dean of Students/Activities Director
 - vi. Teacher Intent to Return
 - 1. Maria Uselman

- f. Approve the following programs/contracts/memberships: The contracts are enclosed.
Recommend Approval
 - i. IEA Lead in Water Testing
 - ii. IEA Safety Data Sheet Compilation
 - iii. Interquest Detection Canines for 2018-2019 School Year
- g. Approve Resolution(s)/Letter(s) of Support for the Following NJPA Innovative Funds Projects - The NJPA Innovative Funds help Region 5 schools develop exemplary programs to support and enhance the education of our students. **Recommend Approval**
 - i. Central Minnesota CEO Program
 - ii. Collaborating Online Program
 - iii. RMCEP Career Advising Program
- h. Approve the First Reading of the Following Policies: Enclosed. **Recommend Approval**
 - i. Policy 419 - Tobacco-Free Environment - The policy is enclosed for the board's review. A minor change is noted in red regarding electronic cigarettes.
 - ii. Policy 707 - Transportation of Public School Students - Wade and I are reviewing the transportation policy and will have a recommendation ready for the first reading on Monday.
- i. Call for Fuel, Milk, and Bread Quotes/Bids for the 2018-2019 School Year - This is an annual notice to call for bids for bread, fuel, and milk. We will plan to award the bids/quotes at the June meeting. **Recommend Approval**
- j. Call for Insurance Bids for 2018-2021 - Dawn will distribute the bid forms to any interested insurance companies. We typically request a bid for three years of service. We will review and approve a bid at the August board meeting for a September 1 start date. **Recommend Approval**
- k. Approve Financial Audit Service Quote for Fiscal Years 2018 & 2019 - The recommendation is for Brian Koehn CPA services to conduct the audit for FY 2018 and FY 2019. **Recommend Approval**
- l. Approve Issuance of Diplomas/Certificates of Attendance for the 2018 Graduates Pending Final Approval by the Administration - The list is enclosed for the school board's review. **Recommend Approval**

VIII. Administrative Reports

- a. K-12 Principal/District Assessment Coordinator
- b. Superintendent

April 4, 2018

The Verndale Public School Board of Independent School District No. 818, Verndale, Minnesota met for a regular meeting on Monday, April 4, 2018 at 7:22pm 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, and Scott Veronen.

Members Absent: Tony Stanley

Others present: Supt. Mr. Brownlow, Principal Mr. Follingstad, Business Manager Dawn Anderson, Trinity Gruenberg-Verndale Sun, Jordan Hinkle, Matt Jones, Emily Veronen, Katie Johnson and Mary Gronlund.

Roll call was taken. A quorum was determined.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve the agenda as presented by Mr. Brownlow, adding New Business items c. ii. Posting for Dean of Students/Activities Director and g. Closed Meeting-Negotiations. All voting in favor thereof, motion carried.

Recognition of the public.

Motion by Scott Veronen, seconded by Shyla Hess to approve the minutes from the March 6, 2018 regular School Board Meeting. All voting in favor thereof, motion carried.

Freshwater Education Report: None

Legislative Report: Mr. Brownlow

Finance Committee Report: Bill Blaha

Member Bill Blaha introduced the following resolution and moved its adoption:

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:

<u>District Donations</u>	<u>Purpose</u>	<u>Amount</u>
St. Johns Lutheran Church	Adopt a Classroom	\$ 125.00

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

The motion for the adoption of the foregoing resolution was duly seconded by member Chris Youngbauer

And upon vote being taken thereon, the following voted in favor thereof: Bill Blaha, Shyla Hess, Marcus Edin, Chris Youngbauer, and Scott Veronen.

And the following voted against the same: None

Where upon the Resolution was declared duly passed and adopted by the Verndale Public School Board this 2nd day of April, 2018.

Signed:

Signature
Marcus Edin
Chairperson

Attest:

Signature
Scott Veronen
Treasurer

Old Business: Motion by Chris Youngbauer, seconded by Shyla Hess to approve a \$2.00 increase to the Summer Program fees for both resident and non-resident. Voting in favor thereof, Shyla Hess, Marcus Edin, Chris Youngbauer, Scott Veronen, and Bill Blaha. Motion carried.

New Business:

Motion by Bill Blaha, seconded by Scott Veronen to approve the financial reports/payment of the bills, excluding the Youngbauer's Inc. bill. Voting in favor thereof, Marcus Edin, Chris Youngbauer, Scott Veronen, Bill Blaha, and Shyla Hess. Motion carried.

Motion by Bill Blaha, seconded by Scott Veronen to approve payment of the bill from Youngbauer's Inc. Voting in favor thereof, Scott Veronen, Bill Blaha, Shyla Hess, and Marcus Edin. Chris Youngbauer abstained. Motion carried.

Motion by Chris Youngbauer, seconded by Shyla Hess to approve the 2018 Senior Class Trip as presented by Emily Veronen and Katie Johnson. All voting in favor thereof, motion carried.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve hiring Tamara Merk as Summer Pirate Fun Assistant. Voting in favor thereof, Scott Veronen, Bill Blaha, Shyla Hess, Marcus Edin, and Chris Youngbauer. Motion carried.

Motion by Chris Youngbauer, seconded by Shyla Hess to approve hiring Michelle Stanley as Summer Theater Coordinator. Voting in favor thereof, Scott Veronen, Bill Blaha, Shyla Hess, Marcus Edin, and Chris Youngbauer. Motion carried.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve posting for hiring a Dean of Students/Activities Director position. Voting in favor thereof, Bill Blaha, Shyla Hess, Marcus Edin, Chris Youngbauer, and Scott Veronen. Motion carried.

Motion by Bill Blaha, seconded by Shyla Hess to approve the shared services contracts with Bertha-Hewitt for Spanish, Art and Agriculture. Voting in favor thereof, Shyla Hess, Marcus Edin, Chris Youngbauer, Scott Veronen, and Bill Blaha. Motion carried.

Motion by Bill Blaha, seconded by Shyla Hess to approve the shared services contract with Bertha-Hewitt-Verndale-Parkers Prairie for Wrestling. Voting in favor thereof, Marcus Edin, Chris Youngbauer, Scott Veronen, Bill Blaha, and Shyla Hess. Motion carried.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve the Joint Powers Agreement for Wadena County Family Services Collaborative. Voting in favor thereof, Chris Youngbauer, Scott Veronen, Bill Blaha, Shyla Hess, and Marcus Edin. Motion carried.

Motion by Chris Youngbauer, seconded by Shyla Hess to approve an adjustment to the 2017-2018 School Calendar. Voting in favor thereof, Scott Veronen, Bill Blaha, Shyla Hess, Marcus Edin, and Chris Youngbauer. Motion carried.

Motion by Bill Blaha, seconded by Scott Veronen to approve the Preliminary Summer Work Projects and Schedule. Voting in favor thereof, Scott Veronen, Bill Blaha, Shyla Hess, Marcus Edin, and Chris Youngbauer. Motion carried.

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

A closed meeting was requested by Marcus Edin. Motion by Bill Blaha, seconded by Chris Youngbauer to close the meeting to discuss negotiations. All voting in favor thereof, motion carried.

Chairman of the Board, Marcus Edin, pursuant to applicable provisions of Minnesota Statute 471.705, Subd. 13D.03 negotiations, adjourned the regular board meeting at 8:14pm and called the closed meeting to order at 8:16pm. The closed meeting adjourned at 8:35pm.

Respectfully submitted by the Board,

Tony Stanley, Clerk

**MINUTES
REGULAR BOARD MEETING
FRESHWATER EDUCATION DISTRICT # 6004
WEDNESDAY, APRIL 25, 2018
Maslowski Center, Wadena, MN**

CALLED TO ORDER BY THE CHAIR- Vince Hinojos at 5:01 PM

BY ORDER OF THE CHAIR- Chair Hinojos, recognizes B-H Board Member, Kim Gavin as alternate, and has the authority to sign all documents as the Treasurer. Verndale Board Member Scott Veronen, Vice-Chair, has the authority to sign all documents as the Clerk at this meeting.

ROLL CALL- Board: Vince Hinojos-Wadena-Deer Creek, Scott Veronen-Verndale, Charles Funk-Sebeka Kim Gavin (Alternate)-Bertha-Hewitt, Chuck Wolf-Long Prairie-Grey Eagle, Scott Veronen, Verndale, Superintendents: Lee Westrum- Wadena-Deer Creek, Dave Fjeldheim-Sebeka, Directors: Jerry Nesland, Lori Murdock , Administrative Recorder: Sharon Thiel, Others: Kim Barse, Tom Wacholz, Eric Weber, Janie Skoien, Josh Hendrickx and WALC Middle School Students.

ADOPTION OF AN AGENDA- MOTION BY Funk, SECONDED BY Wolf to approve the agenda as presented. VOTE- U/C

HOLDING A PUBLIC HEARING FOR THE PURPOSE OF SEEKING PUBLIC RESPONSE TO THE MDE “REVIEW AND COMMENT” REGARDING THE PROPOSED 20/20 BUILDING PROJECT- Freshwater Staff and ORB to presented the Commissioner of Educations “Review and Comment” that was submitted 1/25/18 to the Minnesota Department of Education, response received March 20, 2018 with results of the positive Review & Comment as followed herein;

The Chair called for Public Comment and directed the Clerk to duly record such testimony; The Chair called three times for Public Comment- *No Response from Public*. The Chair Closed this Hearing, after declaring that there was no public comment, at 5:24 pm.

ACTION TO ENTER INTO THE RECORD, THE COMMISSIONER OF EDUCATIONS “REVIEW AND COMMENT” AS WELL AS BOARD AFFIRMATION OF THE COMMISSIONERS’ FINDINGS– MOTION by Veronen, SECONDED by Funk to enter into record, the Commissioner of Educations “Review and Comment” and Boards’ affirmation of the Commissioners’ positive findings and directs the Executive Director, Staff, and ORB to proceed in implementation of this building project. VOTE- UC

STAFF PRESENTATIONS- WALC Students from the Robotics Class along with their teachers Janie Skoien and Josh Hendrickx presented an overview of the WALC Robotics Class. Eric Weber, Physically Impaired / Autism /Assistive Technology Specialist presented on the Freshwater ASD Programming.

APPROVAL OF PAST BOARD MINUTES- MOTION by Wolf, SECONDED by Veronen to approve the January 24, 2018 minutes as presented. VOTE- U/C

OLD BUSINESS-

>MOTION by Veronen, SECONDED by Funk to accept the February 14, 2018, March 14, 2018 & April 11, 2018 Superintendent Advisory Council Meeting Minutes as presented. VOTE-U/C

- >MOTION by Funk, SECONDED by Gavin to put this *Naming a FY-18 Audit Firm*, back on the table and review the three year audit engagement proposal as the Board requested from Mayer, Porter, Nelson Ltd. at the January 2018 board meeting. VOTE- U/C
- >MOTION by Veronen, SECONDED by Gavin to name the CPA firm of Mayer, Porter, Nelson Ltd, to be awarded the FY-18 audit, at their quote of \$15,750 and publically call for audit proposals for the FY-19, 20, and 21 years. VOTE-U/C

NEW BUSINESS AND REPORTS-

SPECIAL EDUCATION REPORT;

- >MOTION by Wolf, SECONDED by Veronen to adopt the 2018-2019 Level IV School calendar of 180 Teacher days and 170 student days as presented. VOTE-U/C
- >MOTION by Funk, SECONDED by Veronen to accept the RFP from Stellher for Mental Health Services effective 18/19 SY. VOTE- U/C
- >MOTION by Veronen, SECONDED by Gavin to approve the Food Service purchase agreements with ISD 2155 for the 18/19 SY. VOTE- U/C
- >MOTION by Gavin, SECONDED by Wolf to approve a donation of an elliptical machine (valued at \$1,700) and a stationary bike (valued at \$100) from Charles and Gladys Chase, to the Level IV Program. VOTE- U/C

ALC/TARGETED SERVICES REPORT;

- >MOTION by Veronen, SECONDED by Funk to approve the MDE/Federal Food Service purchase agreements with ISDs 2155, 2170 and 2753 in the amount of \$10 per student application and normal container and supply fees. VOTE- U/C
- >MOTION by Funk, SECONDED by Wolf to adopt the 2018-2019 ALC School calendar of 180 Teacher days and 170 student days as presented. VOTE- U/C
- >REVIEWED FED ALC Summer Sessions Credit Recovery Scheduled.
- >MOTION by Veronen, SECONDED by Gavin to approve the 2018-2019 School Year agreement with *Interquest Detection Canines* for the sites of Deer Creek Level IV, Staples, ALC and Wadena ALC. VOTE- U/C
- >MOTION by Funk, SECONDED by Wolf to approve the Operation Round-Up Grant from Todd Wadena Electric Cooperative of \$615.00 for the Wadena ALC Site. VOTE- U/C
- >MOTION by Veronen, SECONDED by Funk to approve the 2018-2019 School Year agreement with *The Rising Phoenix* for cleaning services for the Wadena ALC site. VOTE- U/C
- >MOTION by Gavin, SECONDED by Funk to approve the 2018-2019 School Year agreement with *Northern Pines Mental Health Center* for the FED ALC's. VOTE-U/C

TECHNOLOGY REPORT;

- >MOTION by Funk, SECONDED by Wolf to accept the FY-19 Internet Bid from *West Central Telephone Association, Menahga, MN* at a pre E-Rate monthly cost of \$724. VOTE- U/C
- >MOTION by Veronen, SECONDED by Hinojos to approve the 3-Year *Network Agreement* between Freshwater Education District and Tri-County Health Care. VOTE- U/C

MEMBER SERVICES;

- >MOTION by Wolf, SECONDED by Gavin to accept Frazee-Vergas School District No. 23 as an Associate Member per their request for Special Education Service's effective July 1, 2018. This action is per Freshwater Education District By-Laws. VOTE- U/C
- >REVIEWED February 27, 2018 Freshwater Principals Advisory Meeting Evaluation.

REPORTS;

- >Board Personnel Committee; *Reviewed 01/24/18, and 03/14/2018 Meeting Minutes*
- >Todd County Collaborative; *Annual meeting will be in July 25th*
- >Health Benefits Committee; *Reviewed April 18, 2018 Meeting Minutes*
- >Data Incident; *EMC Insurance covered this loss (\$55,795) less \$2,000 deductible*
- >For SALE; *US 10 E, Wadena Freshwater Property; Occupancy August 2019*
- >MOTION by Gavin, SECONDED by Wolf to approve grant award of \$3,199 for the project of Freshwater Gifted Consortium HS Students to attend the Walker Art Center and the MIA Memorial. VOTE- U/C

BUSINESS, FINANCE, AND OTHER NEW BUSINESS-

- >MOTION by Funk, SECONDED by Veronen to approve the January 20, 2018 through April, 20, 2018 cash reports and payments of checks numbered 120391 thru 120668. VOTE- U/C
- >MOTION by Veronen, SECONDED by Gavin to approve Revision III modification of the current FY-18 financial budget as follows; VOTE- U/C

<u>FUND</u>	<u>REVENUE</u>	<u>EXPENDITURES</u>
01 General	\$9,083,036	\$9,990,068
04 Community Service	\$ 601,703	\$ 615,035

- >MOTION by Funk, SECONDED by Hinojos to approve the cooperative continuation of the Central Minnesota Vocational Rehabilitation program with ISD No. 2170 hosting this project, per recommendation of the Superintendents. VOTE- U/C
- >MOTION by Veronen, SECONDED by Hinojos to list the US 10 East property owned by Freshwater for sale with an occupancy date to be approximately August of 2019 and with the commercial listing being with the firm of ORB, Alexandria, Minnesota per terms of the commercial listing agreement. VOTE- U/C
- >MOTION by Funk, SECONDED by Gavin to approve the proposed one year contract for *Mary Ward, Carl Perkins Coordinator*. VOTE- U/C
UPDATE of the Gifted & Talented Program for FY-19; *with the support from the participating Superintendents, this program will be moved to the Region V Service Cooperative. FY-18 Participating schools in the program are; Bertha-Hewitt, Browerville, Henning and Pillager.*
- >MOTION by Hinojos, SECONDED by Wolf to approve the annual ABE membership Agreement for FY-19 with the Central MN ABE Consortium. VOTE- U/C
- >MOTION by Veronen, SECONDED by Gavin to adopt Policy No. 400.9L Miscellaneous Pay to be effective July 1, 2018. VOTE- U/C
- >MOTION by Funk, SECONDED by Hinojos to approve the FY-18 Carl Perkins grant reallocation Secondary Basic of \$9,123.70 and the Secondary Reserve of \$1,227.65. VOTE- U/C
- >MOTION by Gavin, SECONDED by Wolf to approve the Interim FY-19 Budget as follows;

<u>FUND</u>	<u>REVENUE</u>	<u>EXPENDITURES</u>
01 General	\$9,542,750	\$10,516,467
04 Community Service	\$ 655,165	\$ 648,884
06 Bldg Construction	\$ 5,000,000	\$ 5,000,000
09 Bldg Agency; HR	\$ NA	\$ NA

VOTE- U/C

- >MOTION by Veronen, SECONDED by Hinojos to approve to offer Employee Assistant Services through *The Village, effective 7/1/18, as recommended by the FED Wellness Committee*. VOTE- U/C

PERSONNEL TOPICS AND CONSENT AGENDA ITEMS-

>MOTION by Wolf, SECONDED by Hinojos to approve the items as follows;

SPECIAL EDUCATION To: FMLA request of Kayla Keil, Speech Language Pathologist Assistant, effective on/or around, April 23, 2018, AND FMLA request of Jessie Allen, SpEd Program Assistant, effective on/or around March 7, 2018, AND Renaming of Dawn Wegscheid, FY-18, from SpEd Finance Asst., Grade 13/Step 4 to SpEd Finance Manager, Grade 15/Step 4, AND Reassignment of Wendy Irons, FY-18, E-Rate/Program Assistant, AND Resignation of Melissa Becker, Paraprofessional, effective March 9, 2018, AND Resignation of Merrie Breitenfeldt, Speech Language Pathologist, effective June 29, 2018 AND Hiring of Paige Schiller, Speech Language Pathologist, effective 18-19 SY, AND Authorization to advertise and fill 1 FTE Special Education Teacher for Level IV Program, AND Voluntary Reduction of Margaret Grondahl, Assessment Specialist/OT, from 195 days to 190 days, effective 18/19 SY, AND Voluntary Reduction of Tracy Brown, School Psychologist, from .9 FTE to .8 FTE, effective 18/19 SY. Hiring of Kate Schanning, EBD Teacher, effective 18-19 SY, AND Hiring of Caitlin Babler, ECSE Paraprofessional, effective March 19, 2018, AND Resignation of Graham Newman, SpEd Instructor, effective May 29, 2018, AND Voluntary Reduction of Erin Judd, SLPA, from 1560 hrs to 1440 hrs days, effective July 1, 2018, AND Voluntary Reduction of Brenda Andrews, SpEd Paraprofessional, from 786.5 hrs to 755 hrs, effective April 23, 2018, AND

ALC/TS To: Lane change for Lindsey Noll, ALC Instructor, from 2BA to BA+20, effective February 1, 2018, AND Resignation of Megan Trout, ALC Instructor, effective May 31, 2018, and to advertise and fill ALC Instructor vacancy AND Decrease in hours for Seth Martinson, ALC Tech Tutor, from 1350 hrs to 1290 hrs, effective 18/19 SY, AND Hiring of Charlotte Roe, ALC Instructor, effective 18/19 SY, at Step 6/Lane MA30, AND

ECFE/SR To: Decrease in hours for Emili Hibbs, ECFE/SR Instructor, from 1181 hrs to 1057.5 hrs, effective 18/19SY, AND Increase in hours for Brenda Faust, ECFE/SR Instructor, from 807 hrs to 912.5 hrs, effective 18/19SY, AND Retirement of Melissa Burton, ECFE Instructor/FACTS Facilitator, effective June 29, 2018, AND

TECHNOLOGY To; Reassignment of Gary Weber, Network Technician, Grade 12/Step 4 to Senior Tech III, Grade 15/Step 4, effective July 1, 2018, AND

BUSINESS OFFICE To; Reassignment of Shelly Ladwig, Payroll Clerk, from Grade 13/Step 4 to Grade 14/Step 4, effective July 1, 2018, AND

AGENCY WIDE To; Adopting the 2018-2020 Personnel Policy for Classified and Managers, AND Adopting a 2018-20 Two year 2.5 day/w (130) Executive Director contract, AND Advertising & filling a Part-Time (140 days) Special Education Administrative Director of Programs & Evaluation, with an additional half-time (90 days) assigned teaching days, effective 7/1/18. VOTE- U/C

>MOTION by Funk, SECONDED by Wolf to adjourn the meeting at 7:16 p.m. VOTE- U/C

RESPECTFULLY SUBMITTED:

Penny Benning, Clerk
Freshwater Education District
DATE: _____

VERNDALE PUBLIC SCHOOLS
RESOLUTION

A RESOLUTION ACCEPTING DONATIONS TO THE DISTRICT

May 7, 2018

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 (see following pages).

Where upon the Resolution was declared duly passed and adopted by the Verndale Public School Board this 7th day of May 2018.

Signed:

Attest:

Signature

Marcus Edin
Chairperson

Signature

Scott Veronen
Treasurer

VERNDALE PUBLIC SCHOOLS
RESOLUTION

A RESOLUTION ACCEPTING DONATIONS TO THE DISTRICT

May 7, 2018

Student Activity		
Ameriprise Financial (Michael and Marian Craig)	Post Prom	\$ 25.00
Burger Depot, LLC	Post Prom	\$ 25.00
Central Minnesota Credit Union	Post Prom	\$ 50.00
Charles Goddard Construction	Post Prom	\$ 60.00
Chris O'Kane DDS	Post Prom	\$ 25.00
Criag Folkestad, Gores Realty	Post Prom	\$ 40.00
Dailey Electric, LLC	Post Prom	\$ 100.00
Dale Schmith	Post Prom	\$ 25.00
James D. Madsen	Post Prom	\$ 50.00
Johannes Insurance Agency, Inc.	Post Prom	\$ 25.00
Lake Country Insurance, Inc.	Post Prom	\$ 50.00
Lakewood Health System	Post Prom	\$ 50.00
Lamb-Weston/RDO Frozen	Post Prom	\$ 100.00
Leaf River Ag	Post Prom	\$ 25.00
Merickel Lumber	Post Prom	\$ 50.00
Mid Central Federal Savings Company	Post Prom	\$ 25.00
Mid Minnesota Federal Credit Union	Post Prom	\$ 75.00
Now and Forever Wedding Gallery	Post Prom	\$ 50.00
Polman Transfer, Inc.	Post Prom	\$ 50.00
RDO Equipment Co.	Post Prom	\$ 100.00
Senior Class	Post Prom	\$ 150.00
Solenk LLC dba James Soule Auto Sales	Post Prom	\$ 10.00
Staples Auto License Bureau, Inc.	Post Prom	\$ 20.00
Star Bank - Verndale	Post Prom	\$ 200.00
Todd-Wadena Electric Cooperative	Post Prom	\$ 25.00
Tri-County Hospital	Post Prom	\$ 75.00
Unity Bank	Post Prom	\$ 50.00
Verndale Lions	Post Prom	\$ 250.00
Wadena State Bank	Post Prom	\$ 25.00
Waynes Discount	Post Prom	\$ 40.00
West Central Telephone Association	Post Prom	\$ 250.00
William Larson Post 366 American Legion - Bertha	Post Prom	\$ 50.00
Youngbauer's Inc	Post Prom	\$ 250.00
Total Student Activity donations		2,395.00

VERNDALE PUBLIC SCHOOLS

RESOLUTION

A RESOLUTION ACCEPTING DONATIONS TO THE DISTRICT

May 7, 2018

3M Staples	Post Prom	Gift box
3M Staples	Post Prom	Gift box
Carr's Convenience	Post Prom	\$25.00 gift card
Carr's Convenience	Post Prom	\$25.00 gift card
Carr's Convenience	Post Prom	\$25.00 gift card
Carr's Convenience	Post Prom	\$25.00 gift card
Central Minnesota Credit Union	Post Prom	napkins
Champ Coalition of Wadena County	Post Prom	\$25.00 Itunes gift card
Champ Coalition of Wadena County	Post Prom	Flashlight
Cozy Theatre	Post Prom	4 movie tickets
Dairy Queen - Staples	Post Prom	10 tokens - BOGO Blizzard free
Dairy Queen - Staples	Post Prom	5 tokens - Free mini blizzard
Gary Bounds Drywall	Post Prom	\$100.00 Fleet Farm gift card
Gary Bounds Drywall	Post Prom	\$100.00 Dicks gift card
Gary Bounds Drywall	Post Prom	\$50.00 Lululemon gift card
Gary Bounds Drywall	Post Prom	\$25.00 AmericanEagle gift card
Gary Bounds Drywall	Post Prom	\$25.00 AmericanEagle gift card
Gary Bounds Drywall	Post Prom	\$15.00 Target gift card
Gary Bounds Drywall	Post Prom	\$15.00 Target gift card
Gary Bounds Drywall	Post Prom	\$15.00 Target gift card
Gary Bounds Drywall	Post Prom	\$15.00 Target gift card
Garys Bounds Drywall	Post Prom	\$50.00 AmericanEagle gift card
KLN	Post Prom	case of licorice
KLN	Post Prom	case of licorice
KLN	Post Prom	case of licorice
KLN	Post Prom	case of licorice
KLN	Post Prom	case of chips
KLN	Post Prom	case of chips
Lund Boats	Post Prom	1 blue sweatshirt
Lund Boats	Post Prom	Grey Cap
Lyles Shoe Store	Post Prom	\$15.00 gift certificate
National Guard	Post Prom	5 mugs
Russ Davis	Post Prom	Large black crazy fresh tshirt
Russ Davis	Post Prom	camo hat
Russ Davis	Post Prom	black/white crazy fresh hat
Russ Davis	Post Prom	Black crazy fresh stocking hat
Russ Davis	Post Prom	Crazy fresh fleece blue blanket
Russ Davis	Post Prom	Crazy fresh backpack
Russ Davis	Post Prom	Hot/Cold container with thermus and 2 cups

VERNDALE PUBLIC SCHOOLS

RESOLUTION

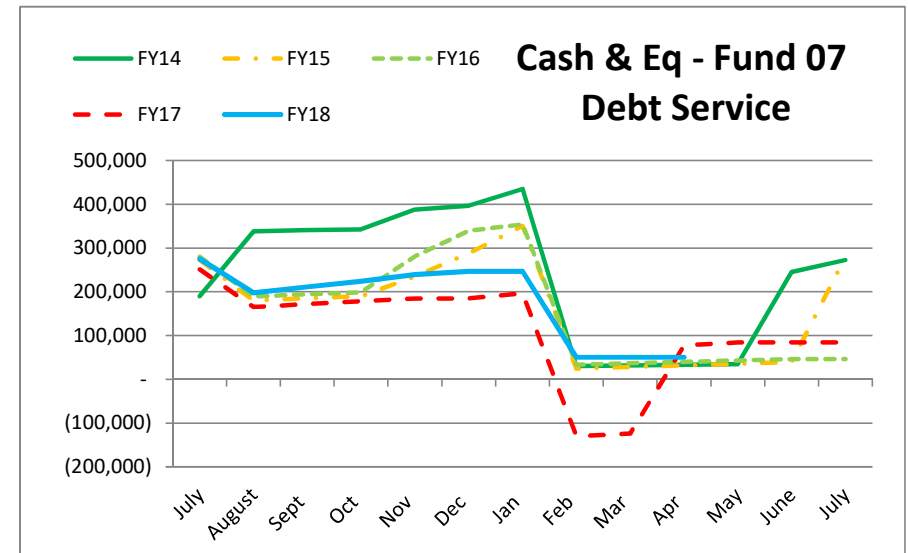
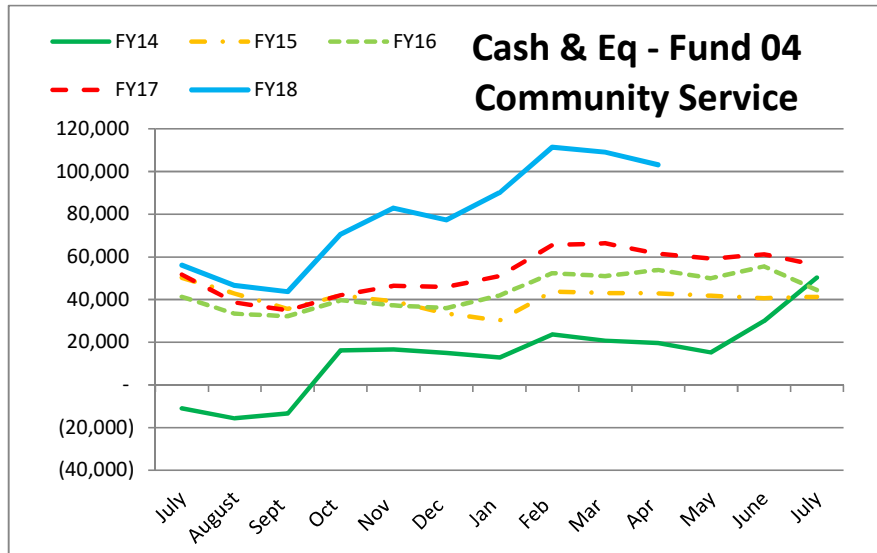
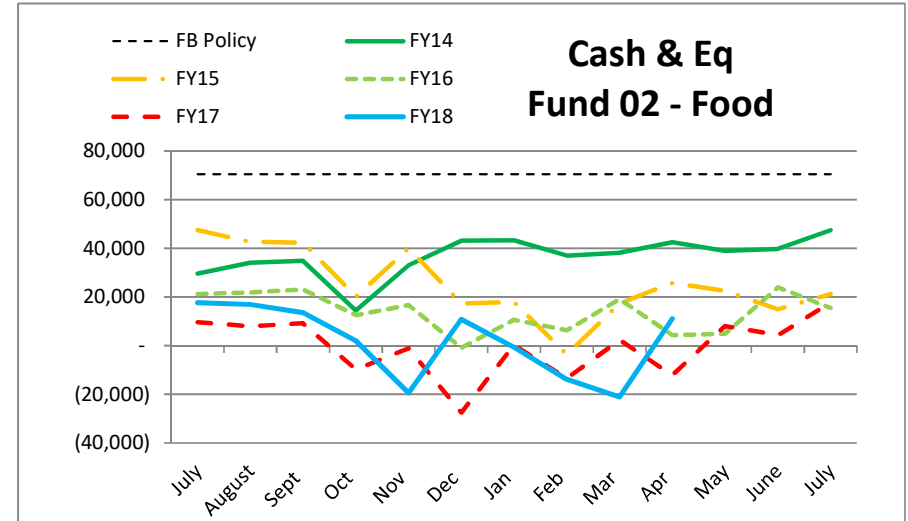
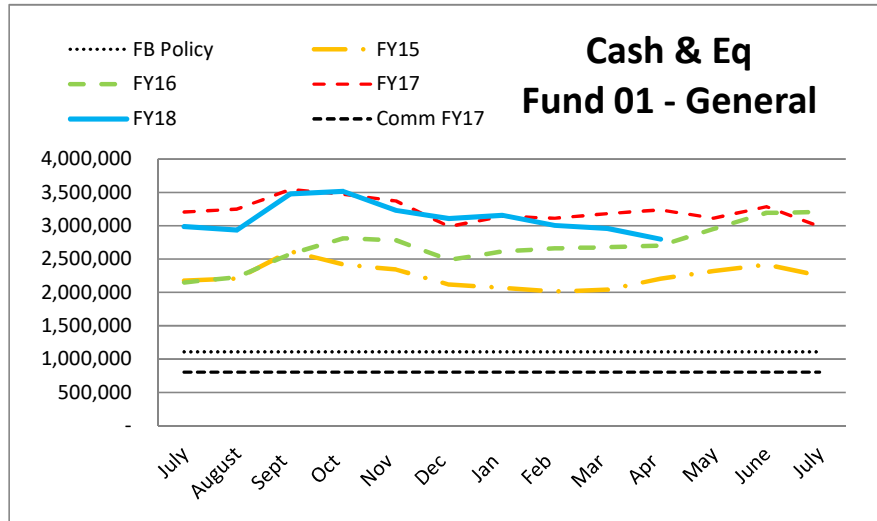
A RESOLUTION ACCEPTING DONATIONS TO THE DISTRICT

May 7, 2018

Shooting Star Casino - Mahnomen	Post Prom	Maroon Pull over - Large
Shooting Star Casino - Mahnomen	Post Prom	Red T shirt - Small
Shooting Star Casino - Mahnomen	Post Prom	Pink T shirt - Large
Shooting Star Casino - Mahnomen	Post Prom	Red T shirt - Medium
Shooting Star Casino - Mahnomen	Post Prom	Grey/Red Sweatshirt - Large
Shooting Star Casino - Mahnomen	Post Prom	24 decks of cards
Shooting Star Casino - Mahnomen	Post Prom	box of little flashlights
Super One	Post Prom	\$25.00 gift card
Timberlake Hotel/Timbers Restaurant	Post Prom	\$10.00 gift card
Timberlake Hotel/Timbers Restaurant	Post Prom	\$10.00 gift card
Timberlake Hotel/Timbers Restaurant	Post Prom	\$10.00 gift card
Timberlake Hotel/Timbers Restaurant	Post Prom	\$10.00 gift card
Timberlake Hotel/Timbers Restaurant	Post Prom	\$10.00 gift card
Verndale Auto Sales and Service	Post Prom	1 free oil change
Whitetail Run Golf Course	Post Prom	2 - 9 hole green fee's with 1 12" pizza

VERNDALE PUBLIC SCHOOL

DASHBOARD - MARCH 2018





CASH BALANCES & ACTIVITY SHEET

VERNDALÉ PUBLIC SCHOOL ISD NO. 818

March 31, 2018

FUND	03/01/2018 BALANCE	RECEIPTS	DISBURSEMENTS	PAYROLL	MSDLAF TRANSFER	03/31/2018 BALANCE
01-Bank	\$ (119,332.44)	\$ 14,468.03	\$ (263,457.42)	\$ (224,565.78)	\$ 500,000.00	\$ (92,887.61)
01 - Ameritrade	\$ 805,300.22	\$ -	\$ -	\$ -	\$ -	\$ 805,300.22
01-MSDLAF - CD's	\$ 733,000.00	\$ -	\$ -	\$ -	\$ -	\$ 733,000.00
01- MSDLAF	\$ 2,346,895.29	\$ 310,343.96	\$ -	\$ -	\$ (500,000.00)	\$ 2,157,239.25
01-Total	\$ 3,765,863.07	\$ 324,811.99	\$ (263,457.42)	\$ (224,565.78)	\$ -	\$ 3,602,651.86
02 - Bank	\$ (21,076.89)	\$ 7,546.89	\$ (19,175.01)	\$ (8,261.05)	\$ -	\$ (40,966.06)
02- MSDLAF	\$ (0.03)	\$ 52,000.55	\$ -	\$ -	\$ -	\$ 52,000.52
02-Total	\$ (21,076.92)	\$ 59,547.44	\$ (19,175.01)	\$ (8,261.05)	\$ -	\$ 11,034.46
04 - Bank	\$ 5,049.99	\$ 2,137.75	\$ (3,000.40)	\$ (7,308.04)	\$ -	\$ (3,120.70)
04- MSDLAF	\$ 104,011.55	\$ 2,215.72	\$ -	\$ -	\$ -	\$ 106,227.27
04 - Total	\$ 109,061.54	\$ 4,353.47	\$ (3,000.40)	\$ (7,308.04)	\$ -	\$ 103,106.57
07 - Bank	\$ 311,627.58	\$ -	\$ -	\$ -	\$ -	\$ 311,627.58
07 - MSDLAF	\$ (261,198.79)	\$ -	\$ -	\$ -	\$ -	\$ (261,198.79)
07- Total	\$ 50,428.79	\$ -	\$ -	\$ -	\$ -	\$ 50,428.79
TOTAL	\$ 3,904,276.48	\$ 388,712.90	\$ (285,632.83)	\$ (240,134.87)	\$ -	\$ 3,767,221.68

VERNDALE PUBLIC SCHOOL
BOARD CHECKS PRESENTED FOR APPROVAL AND PAYMENT
MAY 7, 2018

Check No.	Date	Vendor Name	Amount
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Checks 44570-44648 listed below have been issued and need approval in accordance with board policy.

44570	4/4/2018	CENTRAL LAKES COLLEGE	\$ 6,000.00
44571	4/4/2018	DEAN FOODS INC	\$ 1,395.19
44572	4/4/2018	EARTHGRAINS BAKING CO'S INC	\$ 176.20
44573	4/6/2018	Sub-Section 23	\$ 100.00
44574	4/6/2018	THE BBQ SMOKEHOUSE	\$ 2,828.00
44575	4/6/2018	VERNDALE FOOD SHELF	\$ 188.10
44576	4/9/2018	BEMIDJI STATE UNIVERSITY	\$ 350.00
44577	4/9/2018	CITY OF VERNDALE	\$ 1,030.50
44578	4/9/2018	CULINEX	\$ 429.30
44579	4/9/2018	VERIZON WIRELESS	\$ 1,085.31
44580	4/10/2018	KNOCKERBALL	\$ 161.26
44581	4/12/2018	BENNING PRINTING AND PUBLISHING	\$ 185.00
44582	4/12/2018	CENTRAL MINNESOTA ERDC	\$ 2,701.88
44583	4/12/2018	CHASE CARD SERVICES	\$ 1,241.09
44584	4/12/2018	CLIMATE MAKERS INC	\$ 2,120.00
44585	4/12/2018	DEAN FOODS INC	\$ 214.84
44586	4/12/2018	EARTHGRAINS BAKING CO'S INC	\$ 107.80
44587	4/12/2018	EDUCATORS BENEFIT CONSULTANTS, LLC	\$ 110.93
44588	4/12/2018	FRESHWATER EDUCATION DISTRICT	\$ 20,143.99
44589	4/12/2018	GARY'S DIESEL REPAIR INC	\$ 7,595.93
44590	4/12/2018	GREIMAN SILK SCREEN & SIGN	\$ 47.50
44591	4/12/2018	INTERQUEST DETECTION CANINES	\$ 465.00
44592	4/12/2018	J & K TROPHY HOUSE	\$ 114.60
44593	4/12/2018	LAKES COUNTRY SERVICE COOP.	\$ 2,166.67
44594	4/12/2018	LAPLANT, DREW	\$ 300.00
44595	4/12/2018	LEAF RIVER AG SERVICE	\$ 3,141.25
44596	4/12/2018	MERICKEL LUMBER	\$ 151.41
44597	4/12/2018	MINNESOTA ENERGY RESOURCES	\$ 1,905.25
44598	4/12/2018	MN DEPARTMENT OF PUBLIC SAFETY	\$ 25.00
44599	4/12/2018	ROCHESTER TELECOM SYSTEMS INC	\$ 55.95
44600	4/12/2018	STAPLES WORLD	\$ 260.00
44601	4/12/2018	SUPER ONE	\$ 43.26
44602	4/12/2018	TELIN TRANSPORTATION GROUP	\$ 70.32
44603	4/12/2018	UPPER LAKES FOODS	\$ 311.07
44604	4/12/2018	WADENA COUNTY PUBLIC HEALTH DEPT.	\$ 63.27
44605	4/12/2018	WASTE MANAGEMENT	\$ 757.85
44606	4/12/2018	WEST CENTRAL TELEPHONE ASSN	\$ 305.76

VERNDALE PUBLIC SCHOOL
BOARD CHECKS PRESENTED FOR APPROVAL AND PAYMENT
MAY 7, 2018

Check No.	Date	Vendor Name	Amount
44608	4/19/2018	BROOKLYN PUBLISHERS	\$ 183.00
44609	4/19/2018	INSTRUMENTALIST AWARDS LLC	\$ 14.50
44610	4/19/2018	KNOCKERBALL	\$ 376.26
44611	4/19/2018	MINNESOTA GRADUATE SERVICES	\$ 159.00
44612	4/19/2018	MINNESOTA POWER & LIGHT CO	\$ 8,757.43
44613	4/19/2018	REGION 6A	\$ 380.00
44614	4/19/2018	REGION 6A MSHSL ART	\$ 30.00
44615	4/19/2018	SECTION 6	\$ 400.00
44616	4/19/2018	SECTION 6A	\$ 25.00
44617	4/19/2018	SOUTHWEST STATE UNIVERSITY	\$ 3,100.00
44619	4/19/2018	WADENA ROLLER RINK	\$ 68.00
44620	3/31/2018	230201 - NCPERS MINNESOTA	\$ 32.00
44621	3/31/2018	AVESIS Third Party Admin., Inc	\$ 101.08
44622	3/31/2018	LEGALSHIELD	\$ 94.54
44623	3/31/2018	OPERATING ENGINEERS	\$ 1,282.62
44624	3/31/2018	VERNDALE EDUCATION ASSN	\$ 3,966.48
44625	4/24/2018	BACHMANN, DARWIN	\$ 340.00
44626	4/24/2018	STORRUSTEN, DAN	\$ 340.00
44627	4/26/2018	DEAN WILLITS PRODUCTIONS	\$ 250.00
44628	4/26/2018	EARTHGRAINS BAKING CO'S INC	\$ 51.20
44629	4/26/2018	HOUGHTON MIFFLIN HARCOURT	\$ 450.00
44630	4/26/2018	LAPLANT, DREW	\$ 200.00
44631	4/26/2018	LEAF RIVER AG SERVICE	\$ 1,983.75
44632	4/26/2018	MINNESOTA ENERGY RESOURCES	\$ 477.61
44633	4/26/2018	PINE CAR WOODLAND QUALITY BRANDS	\$ 149.70
44634	4/26/2018	POPPLERS MUSIC STORE	\$ 76.98
44635	4/26/2018	STAPLES-MOTLEY PUBLIC SCHOOLS - ISD #2170	\$ 200.00
44636	4/27/2018	ADAMS, BILL	\$ 70.00
44637	4/27/2018	HINZMANN, BRIAN	\$ 85.00
44638	4/27/2018	HINZMANN, MONTE	\$ 85.00
44639	4/27/2018	MCTM	\$ 375.00
44640	4/27/2018	PETTY CASH ACCOUNT	\$ 200.00
44641	4/27/2018	STAPLES-MOTLEY PUBLIC SCHOOLS - ISD #2170	\$ 100.00
44642	5/3/2018	ADAMS, BILL	\$ 140.00
44643	5/3/2018	AMERICAN HEART ASSOCIATION	\$ 445.83
44644	5/3/2018	GOEDEN, DEWEY	\$ 170.00
44645	5/3/2018	LONG PRAIRIE - GREY EAGLE SCHOOLS - ISD #2753	\$ 50.00
44646	5/3/2018	STORRUSTEN, DAN	\$ 170.00
44647	5/3/2018	TAYLOR PUBLISHING COMPANY	\$ 4,811.87

VERNDALE PUBLIC SCHOOL
BOARD CHECKS PRESENTED FOR APPROVAL AND PAYMENT
MAY 7, 2018

Check No.	Date	Vendor Name	Amount
44648	5/3/2018	WADENA PUBLIC SCHOOLS - ISD #2155	\$ 150.00
<i>Checks 44649-44708 have not been issued and are presented for payment authorization.</i>			
44649	5/7/2018	ANOKA HENNEPIN ISD #11	\$ 450.00
44650	5/7/2018	AQUARIUS HOME SERVICES	\$ 331.00
44651	5/7/2018	BENNING PRINTING AND PUBLISHING	\$ 608.25
44652	5/7/2018	BRAINERD DAILY DISPATCH	\$ 117.00
44653	5/7/2018	BSN SPORTS	\$ 2,819.15
44654	5/7/2018	CITY OF VERNDALE	\$ 1,030.50
44655	5/7/2018	CLIMATE MAKERS INC	\$ 975.50
44656	5/7/2018	CULINEX	\$ 101.60
44657	5/7/2018	DACOTAH PAPER CO	\$ 73.30
44658	5/7/2018	DAILEY ELECTRIC, LLC	\$ 300.05
44659	5/7/2018	DEAN FOODS INC	\$ 1,541.48
44660	5/7/2018	DECKER EQUIPMENT	\$ 59.85
44661	5/7/2018	DRIVER AND VEHICLE SERVICES	\$ 1,694.00
44662	5/7/2018	EARTHGRAINS BAKING CO'S INC	\$ 296.15
44663	5/7/2018	ECKROTH MUSIC COMPANY	\$ 9.92
44664	5/7/2018	EDUCATORS BENEFIT CONSULTANTS, LLC	\$ 110.93
44665	5/7/2018	ERVASTI, JASON OR CAROL	\$ 20.25
44666	5/7/2018	FRESHWATER EDUCATION DISTRICT	\$ 38,623.63
44667	5/7/2018	GARY'S DIESEL REPAIR INC	\$ 5,104.40
44668	5/7/2018	GOPHER SPORT	\$ 1,260.00
44669	5/7/2018	GRAINGER	\$ 92.70
44670	5/7/2018	GRAPHIC EDGE, THE	\$ 537.11
44671	5/7/2018	HBI RADIO WADENA	\$ 572.00
44672	5/7/2018	HERZOG ROOFING, INC.	\$ 587.00
44673	5/7/2018	HILLYARD/HUTCHINSON	\$ 1,094.78
44674	5/7/2018	J & K TROPHY HOUSE	\$ 4.44
44675	5/7/2018	JASMER, HEATHER	\$ 17.75
44676	5/7/2018	KEN FIXIT, LLC	\$ 80.00
44677	5/7/2018	LEAF RIVER AG SERVICE	\$ 2,415.50
44678	5/7/2018	MADSEN'S PRECISION COLLISION	\$ 108.58
44679	5/7/2018	MEDTOX LABORATORIES, INC	\$ 23.17
44680	5/7/2018	MEI TOTAL ELEVATOR SOLUTIONS	\$ 283.38
44681	5/7/2018	M-F ATHLETIC COMPANY	\$ 1,405.00
44682	5/7/2018	MIDWEST BUS PARTS INC	\$ 4.56
44683	5/7/2018	MIDWEST SPECIAL INSTRUMENT	\$ 34.00
44684	5/7/2018	MINNESOTA DEPT OF LABOR AND INDUSTRY	\$ 20.00
44685	5/7/2018	NATIONAL JOINT POWERS ALLIANCE	\$ 3,210.00

VERNDALE PUBLIC SCHOOL
BOARD CHECKS PRESENTED FOR APPROVAL AND PAYMENT
MAY 7, 2018

Check No.	Date	Vendor Name	Amount
44686	5/7/2018	NORTHERN BUSINESS PRODUCTS, IN	\$ 59.98
44687	5/7/2018	NORTHERN PINES MENTAL HEALTH CENTER	\$ 1,111.11
44688	5/7/2018	NORTHWEST BUILDING CENTER	\$ 156.30
44689	5/7/2018	ORIENTAL TRADING COMPANY	\$ 184.29
44690	5/7/2018	PEMBERTON, SORLIE, RUFR	\$ 206.50
44691	5/7/2018	PERHAM SCHOOLS - ISD #549	\$ 150.00
44692	5/7/2018	POPPLERS MUSIC STORE	\$ 92.74
44693	5/7/2018	ROCHESTER TELECOM SYSTEMS INC	\$ 79.02
44694	5/7/2018	SUPER ONE	\$ 196.87
44695	5/7/2018	TODD COUNTY AUDITOR/TREASURER	\$ 1,739.00
44696	5/7/2018	TRI-COUNTY HEALTH CARE	\$ 420.00
44697	5/7/2018	UPPER LAKES FOODS	\$ 11,831.67
44698	5/7/2018	VERIZON WIRELESS	\$ 1,085.31
44699	5/7/2018	VERNDALE AUTO SALES AND SERVICE, LLC	\$ 87.89
44700	5/7/2018	VERNDALE GROCERY & TREASURES TOO	\$ 22.73
44702	5/7/2018	WADENA COUNTY AUDITOR/	\$ 1,015.50
44703	5/7/2018	WADENA COUNTY PUBLIC HEALTH DEPT.	\$ 1,278.94
44704	5/7/2018	WADENA MACHINING AND WELDING	\$ 50.00
44705	5/7/2018	WASTE MANAGEMENT	\$ 763.31
44706	5/7/2018	WAYNE'S DISCOUNT	\$ 288.64
44707	5/7/2018	WEST CENTRAL TELEPHONE ASSN	\$ 305.76
44708	5/7/2018	WORTHINGTON DIRECT	\$ 4,023.20
<i>Check 44607,44618,44701 & 44709 Board Party Check presented for approval.</i>			
44607	4/12/2018	YOUNGBAUERS INC	\$ 1,031.25
44618	4/19/2018	VERONEN PROPERTIES, LLC	\$ 1,283.50
44701	5/7/2018	VERONEN PROPERTIES, LLC	\$ 1,326.00
44709	5/7/2018	YOUNGBAUERS INC	\$ 375.00
TOTAL			\$ 183,872.77

VERNDALE PUBLIC SCHOOL
ISD #0818
ELECTRONIC PAYROLL TRANSFERS

Description	Payroll		Payroll	
	3/30/2018		4/13/2018	
Payroll ACH Debit	\$	118,885.78	\$	116,908.38
Fed/OASDI/Med	\$	35,249.45	\$	34,701.48
State Taxes	\$	5,662.37	\$	5,539.68
TRA	\$	15,903.38	\$	17,426.03
PERA	\$	5,997.31	\$	5,966.84
EBC Section 125 cafeteria plan	\$	3,687.43	\$	3,687.43
EBC 403b/457 annuities	\$	3,615.47	\$	3,615.47
Other	\$	388.13	\$	-
AFLAC - employee elections	\$	386.92	\$	-
Colonial - employee elections	\$	680.35	\$	-
Delta Dental - employee elections	\$	977.88	\$	-
Madison National - employee elections	\$	-	\$	-
Total Disbursements plus checks	\$	191,810.76	\$	188,469.70
payroll - checks	\$	376.29	\$	624.39
Net payroll	\$	119,262.07	\$	117,532.77

Mike Mahlen

	BASE	2017-18 Year		2018-19 Year	
	\$	\$	\$	\$	\$
Wage	17,823.00	18,393.37	570.37	-	-
Cash In Lieu	-	-	-	-	-
PERA	1,336.73	1,379.50	42.77	-	-
FICA	1,363.46	1,407.09	43.63	-	-
LTD	-	-	-	-	-
Life Insurance	-	-	-	-	-
TSA Match	-	-	-	-	-
Total	\$ 20,523.19	\$ 21,179.96	\$ 656.77	\$ -	0.00%
			3.200%		

Paul Brownlow

	BASE	2017-2018 Year	\$	2018-19 Year	\$
Wage	\$ 116,460.00	\$ 120,426.67	\$ 3,966.67	\$ 124,533.09	\$ 4,106.42
Cash In Lieu	\$ 6,200.00	\$ 6,200.00	\$ -	\$ 6,200.00	\$ -
TRA	\$ 8,734.50	\$ 9,032.00	\$ 297.50	\$ 9,339.98	\$ 307.98
FICA	\$ 9,383.49	\$ 9,686.94	\$ 303.45	\$ 10,001.08	\$ 314.14
LTD	\$ 442.62	\$ 457.70	\$ 15.08	\$ 473.30	\$ 15.60
Life Insurance	\$ 165.60	\$ 171.24	\$ 5.64	\$ 177.08	\$ 5.84
TSA Match	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	\$ -
Total	\$ 143,386.21	\$ 147,974.55	\$ 4,588.34	\$ 152,724.54	\$ 4,749.98
			3.200%		3.21%

Vickie Thompson

	BASE	2017-18 Year	2018-19 Year	
Rate	\$ 18.00	\$ 18.00	\$ 18.57	\$ 0.57
Hours	985	985	985	
Salary	\$ 17,730.00	\$ 17,730.00	\$ 18,293.51	\$ 563.51
Cash In Lieu	\$ -	\$ -	\$ -	\$ -
PERA	\$ 1,329.75	\$ 1,329.75	\$ 1,372.01	\$ 42.26
FICA	\$ 1,356.35	\$ 1,356.35	\$ 1,399.45	\$ 43.10
LTD	\$ -	\$ -	\$ -	\$ -
Life Insurance	\$ -	\$ -	\$ -	\$ -
TSA Match	\$ 187.50	\$ 187.50	\$ 200.00	\$ 12.50
Total	\$ 20,603.60	\$ 20,603.60	\$ 21,264.97	\$ 661.37
				3.21%

Life Insurance Policy
\$33.12/yr.
\$20,000

Mike Hess

	BASE	2017-18 Year	2018-19 Year	
Rate	\$ 23.00	\$ 23.00	\$ 23.74	\$ 0.74
Hours	1400	1400	1400	
Salary	\$ 32,200.00	\$ 32,200.00	\$ 33,233.63	\$ 1,033.63
Cash In Lieu	\$ -	\$ -	\$ -	\$ -
PERA	\$ 2,415.00	\$ 2,415.00	\$ 2,492.52	\$ 77.52
FICA	\$ 2,463.30	\$ 2,463.30	\$ 2,542.37	\$ 79.07
LTD	\$ -	\$ -	\$ -	\$ -
Life Insurance	\$ -	\$ -	\$ -	\$ -
TSA Match	\$ -	\$ -	\$ -	\$ -
Total	\$ 37,078.30	\$ 37,078.30	\$ 38,268.52	\$ 1,190.22
				3.21%

4-9-2018

To Whom It May Concern:

Please accept my resignation at the end of the 2017-2018 school year. It was a difficult decision to make and my decision was solely based on what was better for my family. I have enjoyed my time spent working for this district, and have gained so many things to help better myself as an educator. I want to thank this amazing staff, supportive administration and school board for all they have done for me the past six years. I wish the Verndale School District nothing but the best in the future.

Sincerely,

A handwritten signature in cursive script that reads "Jennifer Blickenstaff". The signature is written in dark ink and is positioned above the printed name.

Jennifer Blickenstaff

Olivia Wermers

530 South Lane Apartment #4

Verndale, MN 56481

May 7th, 2018

To whom it concerns,

I would like to inform you that I am resigning from my position as a Verndale kindergarten teacher. I have accepted a kindergarten teaching position in Ivanhoe, MN. I decided to make the switch because Ivanhoe is closer to friends and family. This was not an easy decision for me to make. Verndale has been a great school. I have learned a lot in my first year of teaching. Verndale and the staff have provided me with many resources and guidance that a first year teacher needs. I couldn't have asked for a better school to be a part of. It is going to be hard to say goodbye to this school. I appreciate you taking a chance on me and welcoming me into this district. It has been a blessing and one I will always be thankful for.

Sincerely,

A handwritten signature in cursive script that reads "Olivia Wermers". The signature is fluid and elegant, with a large loop at the end of the last name.

Olivia Wermers

April 13, 2018

To Whom It May Concern,

Please consider this my official letter of resignation. I will not be returning to Verndale for the 2018-2019 school year.

Thank you dearly for this teaching opportunity and the wonderful experience you have provided for me.

I will be working with Katie Bolland to ensure, as best as I can, a seamless transition for the next teacher. Please let me know if there is any specific details that you want me to complete.

Sincerely,

A handwritten signature in black ink, appearing to read 'Abelein Dunn'. The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Abelein Dunn

I am submitting my resignation from Verndale School. I have loved being a Para here and take many wonderful memories to enjoy in my retirement. My thoughts, prayers and enthusiastic support will remain with you always!

Thanks especially to our wonderful administration ~

Respectfully, Renae Jacobson
4-23-18



~Mission Statement~

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

To: Verndale School Board
From: Paul Brownlow, Superintendent
Date: April 30, 2018
Re: Dean of Students/Activities Director Position

I recommend the Verndale School District hire Greg Johnson to fill the newly created Dean of Students/Activities Director position. He will be paid according to the Verndale Education Association Master Agreement at Step 26 of the MA+20 lane. He will be paid for 5 additional contract days at his daily rate of pay to take care of duties that require his attention over the summer months.

Greg served as the dean of students several years ago in the Verndale School District. He has also coached many different sports and has a understanding of the responsibilities of the activities director. His past experience, education, and training make him a great candidate for the position.

Sincerely,

Paul Brownlow
Superintendent



Paul Brownlow / School Board,

I would like to recommend hiring Eric Bervig for the position of Extra-Curricular / Sub bus driver, provided he meets the criteria needed to obtain a Minnesota School Bus endorsement.

Thank-you, Wade Kern

Transportation / Building & Grounds



VERNDALE PUBLIC SCHOOLS

Independent School District No. 818, Wadena County

VERNDALE, MINNESOTA 56481-3000

To: Verndale School Board
From: Paul Brownlow
Date: May 7, 2018
Re: Food Service Student Workers

I recommend the Verndale School District hire Breann Malone and Chase Graba for the student worker position in the food service department. Both student workers will receive training this month and will start working next school year. The students will work on a rotational schedule that includes one hour per day, five days per week, during the breakfast hour. The pay for this position is \$9.65 per hour.

Sincerely,

Paul Brownlow
Superintendent



May 4, 2018

Dear Verndale School Board:

The following teachers have successfully completed their probationary periods at the Verndale School. Their ability and performance in the classroom warrant my recommendation for a continuing contract.

Please grant a continuing contract to:

Kelli Marquardt	K-6 Elementary Education	1.0FTE
Katie Tackmann	K-12 School Counselor	1.0 FTE
LaNette Aeling	7-12 Family and Consumer Science/ Academic Advisor	1.0FTE
Nicholas Bunio	K-12 Inst (Band/Orch) and Classroom Music	.78 FTE

Sincerely,

Paul Brownlow
Superintendent



May 4, 2018

Dear Verndale School Board:

The following probationary teachers have successfully met the requirements and guidelines for renewing their non-tenured teaching contract. The required classroom observations have been executed and documented.

Please grant a contract to the following teachers for the 2018-2019 school year:

Angela Orsburn	K-12 Academic and Behavioral Specialist	1.0 FTE
Jennifer Cameron	1-6 Elementary Education	1.0 FTE
Alicia Strayer	K-6 Elementary Education	1.0 FTE
Angela Wallin	1-6 Elementary Education	1.0 FTE

Sincerely,

Paul Brownlow
Superintendent



~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.

**MEMORANDUM OF AGREEMENT
BETWEEN
VERNDALE SCHOOL DISTRICT
AND VERNDALE EDUCATION ASSOCIATION**

Be it agreed that a new position was created on April 2, 2018, entitled Dean of Students/Activities Director. This position will be a Teacher on Special Assignment (TOSA) residing under the current Teacher Master Agreement between ISD #818 and the Verndale Education Association; however, **this position is not subject to bumping or realignment in the case of Unrequested Leave of Absence.**

Due to the unique nature of the Dean of Students/Activities Director position, it is agreed that the salary for the position will be paid at Step 26 of the MA+20 lane. The salary for the position will increase in compliance with the salary increase bargained by the Verndale Education Association for the said school year. The benefits will match those granted under the Teacher Master Agreement. The days of service for the Dean of Students/Activities Director will also differ from the standard teaching schedule: the Dean of Students/Activities Director will be expected to work 186 days each school year. The additional five (5) work days will be paid at the daily rate of pay for the Dean of Students/Activities Director position.

The Dean of Students/Activities Director is expected to successfully meet the job duties outlined in the job description. It is agreed that the requirements of the Dean of Students/Activities include the maintenance of a Minnesota Teacher's license.

Should the Dean of Students/Activities Director position be terminated, the person will have the opportunity to return to a teaching position within the District pursuant to that person's licensure and seniority (seniority will continue to accrue as with any other teaching position).

Dean of Students/Activities Director

Chairperson, ISD #818

Date

Date

President, Verndale Education Association

Clerk, ISD #818

Date

Date

Maria A. Uselman
20668 220th Street
Verndale, MN 56481
218-445-5026
March 19, 2018

Dear Mr. Brownlow and Verndale School Board,

I am writing this letter to notify you of my decision to return to work as an Elementary Teacher at Verndale Public School this coming Fall, 2018. I plan to teach full time, once again, at the beginning of the 2018-2019 school year. Thank you for allowing me these past two years to recover, and for giving me the opportunity to prepare myself to successfully return to full time teaching. I look forward to being with my students again, and to working with the Verndale staff.

Sincerely,

A handwritten signature in cursive script that reads "Maria A. Uselman".

Maria A. Uselman



Mail



Calendar



Contacts



Deleted Items (526)



Drafts [3]



Inbox (11685)



Junk E-Mail [52]



Sent Items

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Outbox



Manage Folders...

**FW: LIW Update**

Taylor Wycoff [taylor.wycoff@ieainstitute.com]

Sent: Friday, April 27, 2018 4:08 PM**To:** Wade Kern; Paul Brownlow

Taylor Wycoff, CSP

Virginia & Brainerd Regional Manager

Institute for Environmental Assessment, Inc.

From: Taylor Wycoff**Sent:** Wednesday, April 25, 2018 8:36 AM**To:** Paul Brownlow <pbrownlow@verndale.k12.mn.us>**Subject:** LIW Update

Good morning!

I'm follow up regarding the new lead-in-water statute.

Step one is to adopt an updated lead-in-water management plan complying with the statute. The board is required to approve a management plan, prior to July 1, 2018.

- When testing was previously conducted, the EPA action level of 20 ppb was utilized to determine which fixtures needed remediation.
- The district may elect to utilize recommended MDE/MDH action level of 2 – 20 ppb. To summarize, MDE's current recommendation for an action level is 2 ppb; Public water through cities use an action level of 15 ppb and the current EPA recommendation is 20 ppb. For further information, the guidance document can be reviewed. Please see page 9 of the guidance document for a table of action levels commonly used within different industries.
- Please let me know which action level the district would like to utilize in the updated management plan. Once I am notified of this, I can complete the management plan and send it to you for board approval.
- I did link the statute, MDE/MDH guidance document and MDE/MDH FAQ documents below that may be provided to your board members and may used for determining on the action level.

Step two is to complete the testing within the district, testing all water fixtures/sources, every five years. The management plan shall contain the district's schedule to complete LIW testing. IEA can propose a lead-in-water testing proposal if requested.

The final step to compliance is notification to staff, students and parents. This can be accomplished on your website, calendar, newsletter, etc. just like IPM, IAQ and asbestos notifications annually. The notification is required to contain: contact information for a designated person, notify persons that the plan and data is available upon request and identify if corrective actions were taken. There are several examples to accomplish this available, please let me know if I can assist with that.

For now, I will wait to hear from you in regard to your established action level and your plan for completing the testing. Once I receive those pieces of information, I can move forward updating your management plan. If you have any questions, please reach out.

MN Statute: <https://www.revisor.mn.gov/statutes/?id=121A.335>

MDE/MDH Guidance Document:

<http://www.health.state.mn.us/divs/eh/water/schools/pbschoolguide.pdf>

MDE/MDH FAQ Document: <http://www.health.state.mn.us/divs/eh/water/schools/leadlegis.pdf>

Thank you,



Taylor Wycoff, CSP

Virginia & Brainerd Regional Manager

Institute for Environmental Assessment, Inc.

m: (218) 410-9521

a: 5525 Emerald Avenue, Mountain Iron, MN 55768

w: www.ieasafety.com e: Taylor.Wycoff@ieasafety.com

This message is intended for the addressee(s) listed above and may contain information that is confidential and is privileged. It is not guaranteed against defects, including translation and transmission errors. If this message is received in error, please notify us immediately and delete it.



Taylor Wycoff, CSP

Virginia & Brainerd Regional Manager

Institute for Environmental Assessment, Inc.

m: (218) 410-9521

a: 5525 Emerald Avenue, Mountain Iron, MN 55768

w: www.ieasafety.com e: Taylor.Wycoff@ieasafety.com

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Mail



Calendar



Contacts



Deleted Items (526)



Drafts [3]



Inbox (11685)



Junk E-Mail [52]



Sent Items

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Outbox



Manage Folders...

**RE: Lead testing**

Taylor Wycoff [taylor.wycoff@ieainstitute.com]

Sent: Friday, April 27, 2018 4:07 PM**To:** Wade Kern**Cc:** Paul Brownlow

Hi Wade,

I sent out emails on Wednesday outlining the steps to compliance. I'll forward it on so you can take a look at it.

In order to proceed with creating your updated management plan, I first need the district's determined action level.

Nothing is changed in our testing protocol, as the way we were sampling complies with the current required methods.

We don't write out our pricing per tap... Our proposal includes a certain number of taps. Then each additional tap over the specified number, we bill a \$21 lab fee.

Our understanding is that the plan needs to be board approved by July 1, and the plan needs to include a testing schedule. Testing does not need to be completed by July 1.

I'll send that email now... read through and let me know if you have any questions.

Taylor Wycoff, CSP

*Virginia & Brainerd Regional Manager***Institute for Environmental Assessment, Inc.****From:** Wade Kern <wkern@verndale.k12.mn.us>**Sent:** Friday, April 27, 2018 1:34 PM**To:** Taylor Wycoff <Taylor.Wycoff@ieainstitute.com>**Cc:** Paul Brownlow <pbrownlow@verndale.k12.mn.us>**Subject:** Lead testing

Taylor,

Please see attached Lead Testing Model. I am recommending the School Board approve the Lead Testing Model at the June board meeting. Could you please give me a new Lead-in-Water Testing proposal which clearly follows the attached Model for testing?

Could you also give a per tap estimate for testing, at this point I'm unsure of how many taps, I plan on consulting staff to determine a final number but it's safe to say it will be over 30 taps. The way I understand it the testing must begin by July 1st, 2018.

Thank-you, Wade Kern
Transportation / Building & Grounds

This e-mail message is intended only for the individual (s) to whom it is addressed and may contain information that is privileged, confidential and exempt from disclosure under applicable law. Any unauthorized review, use, disclosure, distribution, or copying is prohibited. If you are not the intended recipient (s), please contact the sender by replying to this e-mail and destroy/delete all copies of this e-mail message.



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IEA, INC.

PROPOSAL



Contact Us:

BROOKLYN PARK OFFICE
9201 W. BROADWAY, #600
BROOKLYN PARK, MN 55445
763-315-7900

MANKATO OFFICE
610 N. RIVERFRONT DRIVE
MANKATO, MN 56001
507-345-8818

ROCHESTER OFFICE
210 WOOD LAKE DRIVE SE
ROCHESTER, MN 55904
507-281-6664

BRAINERD OFFICE
601 NW 5TH ST. SUITE #4
BRAINERD, MN 56401
218-454-0703

MARSHALL OFFICE
1420 EAST COLLEGE DRIVE
MARSHALL, MN 56258
507-476-3599

VIRGINIA OFFICE
5525 EMERALD AVENUE
MOUNTAIN IRON, MN 55768
218-410-9521

www.ieasafety.com

info@ieasafety.com

800-233-9513

2018 Lead-in-Water Testing for Verndale Public School

JANUARY 3, 2018

PROPOSAL #6704



2018 – Lead-in-Water Testing

Paul Brownlow
Superintendent
Verndale Public School
411 SW Brown St.
Verndale, MN 56481
Phone: 218-445-5184 Ext 316
E-mail: pbrownlow@verndale.k12.mn.us.

Introduction

IEA, Inc. is pleased to provide this proposal to conduct water testing for lead content in accordance with the Lead Contamination Control Act (LCCA) of 1988, developed by the Environmental Protection Agency (EPA). The intention of the LCCA is to identify and reduce lead in drinking water at schools and day care facilities. Minnesota Statue 121A.335 requires that potable water fixtures in public school buildings serving students in pre-kindergarten through grade 12 be tested for lead in water at least once every 5 years.

Scope of Work

Water Source Identification and Sample Collection:

IEA will identify potable water sources, including kitchen sinks, drinking fountains and coolers, steam kettles, and break room sinks, in the K-12 building

IEA will collect up to thirty (30) water samples according to the fixtures identified. Water testing will be conducted before the fixtures are used on the day of sampling, also known as a “first-draw sample.” Information collected at the time of sampling will include location and type of fixture.

Sample Analysis and Final Report:

IEA will send the collected samples to an accredited laboratory for analysis using the ICP/MS EPA Method 200.8. Once IEA has received results of the analysis, a final report will be developed, including the following information:

- methodology
- summary of testing results
- recommendations for further actions, if necessary
- laboratory analysis documents

Limitations & Assumptions

Following EPA protocol, samples will not be collected from non-potable water sources such as sinks in custodial closets, lavatories, or science labs.

The District is responsible for flushing sinks the day prior to IEA sampling.

Additional samples will not be taken unless discussed with the district and an authorized change order is obtained.

Compensation

IEA’s fee associated with this project as outlined above is **\$1,500**. This fee includes sample collection, laboratory fees, travel expenses, and final report.

This fee is eligible for funding from the state under UFARS 349 – Hazardous Substances. Our proposal is valid within sixty days.

2018 – Lead-in-Water Testing

Schedule

IEA's services will commence immediately upon receipt of the signed proposal. IEA will schedule this project through, Paul Brownlow.

Analytical results will be submitted electronically to the district upon receipt from the lab. We expect to have a final report submitted to the district within 15 days of receipt of laboratory testing results.

Proposal Terms

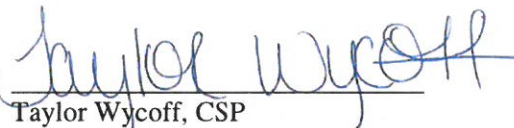
Terms on payment of services are net 30 days after invoicing, with interest added to unpaid balances. Please review the attached General Conditions, which are a part of this proposal.

Authorization to Proceed

Authorization to Proceed – Client Signature Required

We appreciate the opportunity to present this proposal for Lead-in-Water Testing. Please sign this authorization to proceed, and send to Taylor Wycoff at Taylor.Wycoff@ieasafety.com. Retain the original for your records. We will begin the project at the time we receive this written documentation to proceed.

IEA, Inc.



Taylor Wycoff, CSP
Virginia & Brainerd Regional Manager

* * *

Please proceed according to the above stated fees, terms, attached General Conditions, and proposal #6704 dated January 3, 2018.

Printed Name

Authorized Signature

Date

UFARS code or PO number

Appendix A

General Conditions

General Conditions

The word "Consultant" refers to the Institute for Environmental Assessment ("IEA"), the contracting company is referred to as the "Client". Client agrees to be bound by these General Conditions by accepting the Proposal and engaging Consultant.

The Agreement with you, the Client, is comprised of this Agreement and accompanying written proposal.

1. Scope of Work

Consultant will furnish and perform the professional services specified in Consultant's proposal (the "Proposal"). The services as set forth in the Proposal (the "Services") will be provided by Consultant's personnel at the location of the Client (the "Site") (hereinafter referred to as the "Project"). If any portion of the Proposal is inconsistent with this Agreement, the terms of this Agreement shall control:

Consultant's obligation to perform the Services shall terminate upon delivery of a final report within 45 days of Project completion.

In addition to the Proposal, Consultant and Client agree as follows:

A. Right of Access

Unless otherwise agreed in writing, Client will furnish Consultant with right-of-access to the Site and accurate information necessary to conduct the Services, as requested by Consultant.

B. Confidential & Proprietary Information

The Consultant and Client agree not to disclose to others or use any confidential or proprietary information or trade secrets of the other, which may become known to each prior to, during or after the performance of this Agreement without the prior written consent of the other. "Confidential or proprietary information" and "trade secrets" shall mean any information about the other which is neither publicly known nor legally accessible to the other parties from third parties. Prior to the disclosure of any such confidential or proprietary information or trade secrets, each shall obtain the written approval of the other.

C. General

Consultant warrants that the Services it performs under this Agreement will be performed with the care and skill ordinarily exercised by reputable members of its profession practicing under similar conditions during the period of this Agreement and in the same or similar locality. The AIHA-certified IEA laboratory will perform PCM analysis if specified. Other field PCM analysis will be completed

by laboratory-approved field technicians, generally under AAR Guidelines.

2. Payment for Services

A. Fee Schedule & Maximum Costs

The fee schedule in the Proposal specifies the amounts due to Consultant from Client for its Services performed under this Agreement.

B. Schedule of Payment

Invoices will be submitted to Client once a month for services performed during the prior month. Payment to Consultant is due upon presentation to Client, and past due after thirty (30) days of receipt of the invoice, in which case a service fee of 1.5% monthly shall be added to the invoice, unless specifically arranged otherwise by Consultant and communicated in writing. Client reserves the right to question any item on any invoice and Consultant agrees, upon Client's request, to supply such documentation as is necessary to reasonably justify such invoice amount to Client's reasonable satisfaction. Client agrees to pay Consultant any costs of collection including reasonable attorneys' fees and costs if payment for Services are not made when due.

C. Expert Fee Expenses

If Client requests Consultant to participate on behalf of Client in litigation regarding the subject matter of this Agreement, Client agrees to pay all of Consultant's expenses arising therefrom at the prevailing rate for Consultant's time plus out-of-pocket costs and expenses, including reasonable attorney fees incurred by Consultant in conjunction with the participation.

3. Indemnity & Insurance

A. Indemnity

Consultant shall indemnify and hold harmless Client against losses, damages and claims, demands, actions, costs (including reasonable attorney fees), and fines of any kind resulting from any breach of this Agreement by Consultant, its employees, agents, subcontractors or licensees, of their obligation under this Agreement, or from any negligence or misconduct by Consultant, its employees, agents, subcontractors or licensees, but only for the proportion of damages which is equal to Consultant's proportion of the total fault which directly caused the damages.

Client shall indemnify and hold harmless Consultant against losses, damages and claims, demands, actions, costs (including reasonable attorney fees), and fines of any kind resulting from any breach of this Agreement by Client, its employees, agents, subcontractors or licensees, of their obligation under this Agreement, or from any negligence or misconduct by Client, its employees, agents, subcontractors or licensees, but only for the proportion of damages which is equal to Client's proportion of the total fault which directly caused the damages.

B. Limitation of Liability

EXCEPT AS EXPRESSLY SET FORTH IN SECTION 1(C) HEREOF, CONSULTANT DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL EITHER CONSULTANT OR CLIENT BE LIABLE TO THE OTHER PARTY FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND WHETHER FOR BREACH OF ANY WARRANTY, FOR BREACH OR REPUDIATION OF ANY OTHER TERM OR CONDITION OF THIS AGREEMENT, FOR NEGLIGENCE ON THE BASIS OF STRICT LIABILITY OR OTHERWISE.

C. Insurance

(1) Consultant carries coverage and limits of liability insurance as follows:

- (a) Workers Compensation with statutory limits.
- (b) Employers' Liability with a minimum policy limit of \$1,000,000.00.
- (c) Comprehensive General Liability with the following coverage:
 - I. Limit \$1,000,000.00 per occurrence
 - II. \$2,000,000.00 general aggregate
 - III. \$2,000,000.00 products completed/ operations aggregate
 - IV. \$1,000,000.00 personal and advertising injury
 - V. \$300,000.00 fire Damage (any one fire)
 - VI. \$25,000.00 medical expenses (any one person)

General Conditions (cont'd)

- (d) Automobile insurance covering all owned, non-owned or hired automobiles used in connection with the work covering bodily injury and property damage with a minimum combined occurrence limit of \$1,000,000.00
 - (e) Professional Liability (claims made) with the following coverage: \$1,000,000.00 per occurrence
 - (f) Contractor Pollution Liability (claims made): \$1,000,000.00 each occurrence
 - (g) Umbrella Liability. \$5,000,000.00 each occurrence
- (2) Client (or Owner if applicable), Subcontractors and Agents agree to provide Consultant, upon request, Certificate(s) of Insurance signed by the insurer evidencing insurance for premise liability, general liability, auto and workers comp. equal or greater than those limits carried by the Consultant.
- (3) Consultant shall promptly deliver to Client (or Owner if applicable), upon request, certificate(s) of insurance signed by the insurer for the policies described in (3) (C) above, or certified copies of such insurance policies indicating the existence of such coverage. IEA must be listed as both certificate holder and insured, or additional insured on each certificate of insurance.
4. **Assignment**
This Agreement shall not be assigned by Consultant without prior written consent of the Client.
5. **Independent Contractor**
Consultant is an independent Contractor and shall not be considered an employee, partner or joint venturer of the Client for any purpose.
6. **Restriction to hire employees of Consultant**
Client agrees to refrain from hiring, contracting, or retaining the services of Consultant's employees during or within 12 months after the termination of Consultant's services. If Client hires an employee of Consultant in violation of this Section 6 without Consultant's written consent, Client shall pay Consultant a placement fee equal to twenty-five percent (25%) of such employee's annual wages.
7. **Notices**
Any notice under this Agreement shall be in writing and shall be deemed to be properly given when delivered to an officer of Client or the Consultant's Chief Financial Officer, as the case may be, at their addresses as set forth in the Proposal. The courts located in the State of Minnesota shall have exclusive jurisdiction in any actions commenced by Consultant or Client in connection with this Agreement, the Project or the Services.
8. **Applicable Law**
This Agreement shall be governed by and construed under the laws of the State of Minnesota. Parties agree to participate in pre-suit mediation prior to commencement of an action.
9. **Extent of Agreement**
This Agreement, together with the Proposal, represents the entire Agreement between Client and Consultant, and supersedes all prior obligations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument, dated and executed by both Client and Consultant.
10. **Termination**
Upon completion of the Project, Consultant will, at Client's request, deliver to Client or its designee all records, documents or materials in its possession or control of Consultant which are owned by Client. The obligations and provisions of Sections 1B, 2, 3, 5, 6 and 10 shall survive completion of the Project or termination of this Agreement.

IEA, INC.

PROPOSAL



Contact Us:

BROOKLYN PARK OFFICE

9201 W. BROADWAY, #600
BROOKLYN PARK, MN 55445
763-315-7900

MANKATO OFFICE

610 N. RIVERFRONT DRIVE
MANKATO, MN 56001
507-345-8818

ROCHESTER OFFICE

210 WOOD LAKE DRIVE SE
ROCHESTER, MN 55904
507-281-6664

BRAINERD OFFICE

601 NW 5TH ST. SUITE #4
BRAINERD, MN 56401
218-454-0703

MARSHALL OFFICE

1420 EAST COLLEGE DRIVE
MARSHALL, MN 56258
507-476-3599

VIRGINIA OFFICE

5525 EMERALD AVENUE
MOUNTAIN IRON, MN 55768
218-410-9521

www.ieasafety.com

info@ieasafety.com

800-233-9513

Chemical Inventory and Safety Data Sheet Compilation

for

Verndale School District

APRIL 19, 2018



PROPOSAL #7041

Chemical Inventory and Safety Data Sheet Compilation

Paul Bromnlow
Superintendent
Verndale Public School
District #818
411 SW Brown St.
Verndale, MN 56481
Phone: 218-445-5184

Project Introduction

IEA, Inc. is pleased to provide Verndale School District this proposal for a Chemical Inventory and Safety Data Sheet Compilation. The purpose of this chemical inventory is to comply with Minnesota OSHA's (MNOSHA) Employee Right-to-Know Chapter 5206 and Federal OSHA 29 CFR 1910.1200. Employers are required to identify potentially hazardous chemicals employees may be exposed to, to reduce the potential for injury associated with exposure to hazardous substances, and to educate employees. These regulations require that a chemical inventory and Safety Data Sheets (SDSs) be accessible to employees.

Scope of Work

IEA will conduct a chemical inventory to document information related to the chemicals and hazardous substances used. The inventory will utilize a Microsoft® Excel spreadsheet to document chemical information in the following departments:

- Bus Garage
- Maintenance and Custodial
- Science Lab
- Art Room
- Industrial Technology Shop
- Lure Club Activities
- Food Service

IEA will compile Safety Data Sheets as they apply to the chemical inventory.

Copies of SDSs will be saved on a flash drive with hard copies printed and filed in 3-ring binders, utilizing A-Z tabs. **One binder set will be assembled for each department above, with master copies saved on a flash drive.**

IEA will provide the district with the chemical inventory spreadsheet electronically and appropriate copies will be filed in each binder.

Limitations & Assumptions

IEA will inventory chemicals in areas identified by Verndale School District and accessible to IEA staff. A reasonable attempt will be made to locate each SDS/MSDS. If SDSs are unable to be located, it will be noted on the inventory.

Compensation

IEA's fee associated with the chemical inventory and SDS compilation will be billed on a time-and-materials (T&M) basis and is estimated to be in the range of **\$2,000-\$3,300**. This fee includes travel, chemical inventory, SDS retrieval, binding supplies and binding.

Chemical Inventory and Safety Data Sheet Compilation

Schedule

For project work beyond the services outlined in this proposal and/or changes to the agreed upon scope of work, IEA will obtain approval through a client-authorized change order.

Proposal Terms

IEA will schedule this project through, Paul Brownlow. We anticipate completing the project over the summer break.

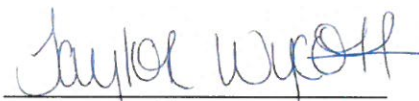
Terms on payment of services are net 30 days after invoicing, with interest added to unpaid balances. Please review the General Conditions, which are part of this proposal for more detail.

Authorization to Proceed

Authorization to Proceed – Client Signature Required

We appreciate the opportunity to present this proposal for a Chemical Inventory and Safety Data Sheet Compilation. Please sign this authorization to proceed and send this proposal to Taylor Wycoff at Taylor.Wycoff@ieasafety.com. Retain the original for your records. We will begin the project at the time we receive this written documentation to proceed.

IEA, Inc.



Taylor Wycoff, CSP
Virginia & Brainerd Regional Manager

* * *

Please proceed according to the above stated fees, terms, attached General Conditions, and proposal #7041 dated April 19, 2018.

Printed Name

Authorized Signature

Date

UFARS code or PO number

Appendix A

General Conditions

General Conditions

The word "Consultant" refers to the Institute for Environmental Assessment ("IEA"), the contracting company is referred to as the "Client". Client agrees to be bound by these General Conditions by accepting the Proposal and engaging Consultant.

The Agreement with you, the Client, is comprised of this Agreement and accompanying written proposal.

1. Scope of Work

Consultant will furnish and perform the professional services specified in Consultant's proposal (the "Proposal"). The services as set forth in the Proposal (the "Services") will be provided by Consultant's personnel at the location of the Client (the "Site") (hereinafter referred to as the "Project"). If any portion of the Proposal is inconsistent with this Agreement, the terms of this Agreement shall control:

Consultant's obligation to perform the Services shall terminate upon delivery of a final report within 45 days of Project completion.

In addition to the Proposal, Consultant and Client agree as follows:

A. Right of Access

Unless otherwise agreed in writing, Client will furnish Consultant with right-of-access to the Site and accurate information necessary to conduct the Services, as requested by Consultant.

B. Confidential & Proprietary Information

The Consultant and Client agree not to disclose to others or use any confidential or proprietary information or trade secrets of the other, which may become known to each prior to, during or after the performance of this Agreement without the prior written consent of the other. "Confidential or proprietary information" and "trade secrets" shall mean any information about the other which is neither publicly known nor legally accessible to the other parties from third parties. Prior to the disclosure of any such confidential or proprietary information or trade secrets, each shall obtain the written approval of the other.

C. General

Consultant warrants that the Services it performs under this Agreement will be performed with the care and skill ordinarily exercised by reputable members of its profession practicing under similar conditions during the period of this Agreement and in the same or similar locality. The AIHA-certified IEA laboratory will perform PCM analysis if specified. Other field PCM analysis will be completed

by laboratory-approved field technicians, generally under AAR Guidelines.

2. Payment for Services

A. Fee Schedule & Maximum

Costs

The fee schedule in the Proposal specifies the amounts due to Consultant from Client for its Services performed under this Agreement.

B. Schedule of Payment

Invoices will be submitted to Client once a month for services performed during the prior month. Payment to Consultant is due upon presentation to Client, and past due after thirty (30) days of receipt of the invoice, in which case a service fee of 1.5% monthly shall be added to the invoice, unless specifically arranged otherwise by Consultant and communicated in writing. Client reserves the right to question any item on any invoice and Consultant agrees, upon Client's request, to supply such documentation as is necessary to reasonably justify such invoice amount to Client's reasonable satisfaction. Client agrees to pay Consultant any costs of collection including reasonable attorneys' fees and costs if payment for Services are not made when due.

C. Expert Fee Expenses

If Client requests Consultant to participate on behalf of Client in litigation regarding the subject matter of this Agreement, Client agrees to pay all of Consultant's expenses arising therefrom at the prevailing rate for Consultant's time plus out-of-pocket costs and expenses, including reasonable attorney fees incurred by Consultant in conjunction with the participation.

3. Indemnity & Insurance

A. Indemnity

Consultant shall indemnify and hold harmless Client against losses, damages and claims, demands, actions, costs (including reasonable attorney fees), and fines of any kind resulting from any breach of this Agreement by Consultant, its employees, agents, subcontractors or licensees, of their obligation under this Agreement, or from any negligence or misconduct by Consultant, its employees, agents, subcontractors or licensees, but only for the proportion of damages which is equal to Consultant's proportion of the total fault which directly caused the damages.

Client shall indemnify and hold harmless Consultant against losses, damages and claims, demands, actions, costs (including reasonable attorney fees), and fines of any kind resulting from any breach of this Agreement by Client, its employees, agents, subcontractors or licensees, of their obligation under this Agreement, or from any negligence or misconduct by Client, its employees, agents, subcontractors or licensees, but only for the proportion of damages which is equal to Client's proportion of the total fault which directly caused the damages.

B. Limitation of Liability

EXCEPT AS EXPRESSLY SET FORTH IN SECTION 1(C) HEREOF, CONSULTANT DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL EITHER CONSULTANT OR CLIENT BE LIABLE TO THE OTHER PARTY FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND WHETHER FOR BREACH OF ANY WARRANTY, FOR BREACH OR REPUDIATION OF ANY OTHER TERM OR CONDITION OF THIS AGREEMENT, FOR NEGLIGENCE ON THE BASIS OF STRICT LIABILITY OR OTHERWISE.

C. Insurance

(1) Consultant carries coverage and limits of liability insurance as follows:

- (a) Workers Compensation with statutory limits.
- (b) Employers' Liability with a minimum policy limit of \$1,000,000.00.
- (c) Comprehensive General Liability with the following coverage:
 - I. Limit \$1,000,000.00 per occurrence
 - II. \$2,000,000.00 general aggregate
 - III. \$2,000,000.00 products completed/ operations aggregate
 - IV. \$1,000,000.00 personal and advertising injury
 - V. \$300,000.00 fire Damage (any one fire)
 - VI. \$25,000.00 medical expenses (any one person)

General Conditions (cont'd)

- (d) Automobile insurance covering all owned, non-owned or hired automobiles used in connection with the work covering bodily injury and property damage with a minimum combined occurrence limit of \$1,000,000.00
 - (e) Professional Liability (claims made) with the following coverage: \$1,000,000.00 per occurrence
 - (f) Contractor Pollution Liability (claims made): \$1,000,000.00 each occurrence
 - (g) Umbrella Liability. \$5,000,000.00 each occurrence
- (2) Client (or Owner if applicable), Subcontractors and Agents agree to provide Consultant, upon request, Certificate(s) of Insurance signed by the insurer evidencing insurance for premise liability, general liability, auto and workers comp. equal or greater than those limits carried by the Consultant.
- (3) Consultant shall promptly deliver to Client (or Owner if applicable), upon request, certificate(s) of insurance signed by the insurer for the policies described in (3) (C) above, or certified copies of such insurance policies indicating the existence of such coverage. IEA must be listed as both certificate holder and insured, or additional insured on each certificate of insurance.
4. **Assignment**
This Agreement shall not be assigned by Consultant without prior written consent of the Client.
5. **Independent Contractor**
Consultant is an independent Contractor and shall not be considered an employee, partner or joint venturer of the Client for any purpose.
6. **Restriction to hire employees of Consultant**
Client agrees to refrain from hiring, contracting, or retaining the services of Consultant's employees during or within 12 months after the termination of Consultant's services. If Client hires an employee of Consultant in violation of this Section 6 without Consultant's written consent, Client shall pay Consultant a placement fee equal to twenty-five percent (25%) of such employee's annual wages.
7. **Notices**
Any notice under this Agreement shall be in writing and shall be deemed to be properly given when delivered to an officer of Client or the Consultant's Chief Financial Officer, as the case may be, at their addresses as set forth in the Proposal. The courts located in the State of Minnesota shall have exclusive jurisdiction in any actions commenced by Consultant or Client in connection with this Agreement, the Project or the Services.
8. **Applicable Law**
This Agreement shall be governed by and construed under the laws of the State of Minnesota. Parties agree to participate in pre-suit mediation prior to commencement of an action.
9. **Extent of Agreement**
This Agreement, together with the Proposal, represents the entire Agreement between Client and Consultant, and supersedes all prior obligations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument, dated and executed by both Client and Consultant.
10. **Termination**
Upon completion of the Project, Consultant will, at Client's request, deliver to Client or its designee all records, documents or materials in its possession or control of Consultant which are owned by Client. The obligations and provisions of Sections 1B, 2, 3, 5, 6 and 10 shall survive completion of the Project or termination of this Agreement.

Interquest Detection Canines®
(INTERQUEST)
Verndale Schools
(the client)

This shall serve as an agreement by and between Interquest Detection Canines® and the Client
for substance awareness and detection services for the period of
September 2018 through May 2019.

It is understood that the Client has established and communicated a policy clearly defining contraband as all drugs of abuse (in the broadest terms), alcoholic beverages, firearms and ammunition, prescription and over-the-counter medication, and that this policy has been disseminated to all campus locations. Violations are considered inimical to the welfare of students and contrary to the Client's desire to foster an atmosphere conducive to safety and education.

INTERQUEST shall provide contraband inspection services utilizing non-aggressive contraband detection canines. Such inspections may be conducted on an unannounced basis under the auspices and direction of the Client administration with INTERQUEST acting as an agent of the Client while conducting such inspections. Communal areas, lockers, gym areas, parking lots (automobiles), grounds, and other select areas as directed by Client officials, shall be subject to inspection. Contraband detected on Client property is the responsibility of the Client. Suspected drugs of abuse may be field-tested to provide preliminary or presumptive identification of the drug.

INTERQUEST agrees to provide a minimum of **8 half day** visits for the contract period. The Client may increase the total number of visits by notifying INTERQUEST in writing. The cost for each visit will be **\$315.00 per team**. Multiple canine teams will be charged on a per team basis. Required court testimony on behalf of the Client will be charged at the same rate. INTERQUEST will invoice for service on a monthly basis at the conclusion of the service month. The Client agrees to pay for services within thirty (30) days of receipt of such invoice. INTERQUEST will schedule Client visits in conjunction with days designated by the Client as appropriate for visits. The Client will provide a school calendar with inappropriate dates for service noted. This calendar will serve as an addendum to the Agreement. All other dates will be considered acceptable for visits. Client will be responsible for payment for any visit made on any day other than those days noted as unacceptable on the attached school calendar.

INTERQUEST is licensed and registered by the U.S. Department of Justice, Drug Enforcement Administration, and other state regulatory agencies as required.

INTERQUEST DETECTION CANINES®

FOR THE Client:

Sara Fox

Sara Fox
President

DATE:

Resolution Authorizing Application for NJPA Innovative Funding

Be it resolved that the School Board of I.S.D. #818, Verndale, authorizes a collaborative application with I.S.D. #2155, Wadena-Deer Creek and I.S.D. #2170, Staples-Motley, to be submitted to the National Joint Powers Alliance for Innovative Funding for the Central Minnesota CEO program.

Chair

Date

Clerk

Date

Resolution Authorizing Application for NJPA Innovative Funding
Collaborating Online

Be it resolved that the School Board of I.S.D. # 818, Verndale, authorizes a collaborative application with I.S.D. #820 Sebeka, I.S.D. #786 Bertha-Hewitt, M-State, and Central Lakes College, to be submitted to the National Joint Powers Alliance for Innovative Funding to provide a hybrid model of collaborative learning between secondary and post-secondary institutions.

Chair

Date

Clerk

Date



April 17th, 2018

National Joint Powers Alliance

**RE: Career Advisor Grant Proposal
Submitted by Rural Minnesota Concentrated Employment Program, Inc.**

On behalf of the Verndale School District, I support the application to the National Joint Powers Alliance (NJPA) from Rural Minnesota Concentrated Employment Program, Inc. (RMCEP) to provide Career Advising Services to students in the Central Minnesota Region.

The Verndale School District is committed to being an ongoing partner with RMCEP in a regional effort to increase Career and College Readiness. We strongly believe a partnership with NJPA will enhance the opportunity to maximizing this program's potential.

This proposal will help explain the need for career advising services to fully engage with students in a holistic manner. Through our experience, the RMCEP career advising methodology is an effective practice in guiding youth to a positive post secondary outcome.

Please feel free to contact me if you have any questions or need further information regarding the support of this grant initiative by RMCEP.

Sincerely,

Paul Brownlow
Superintendent
Verndale School District #818

Adopted: _____

MSBA/MASA Model Policy 419

Orig. 1995

Revised: _____

Rev. ~~2012~~ 2014

419 TOBACCO-FREE ENVIRONMENT

[Note: School districts are not required by statute to have a policy addressing these issues. However, Minn. Stat. § 144.416 requires that entities that control public places must make reasonable efforts to prevent smoking in public places, including the posting of signs or any other means which may be appropriate.]

I. PURPOSE

The purpose of this policy is to maintain a learning and working environment that is tobacco free.

II. GENERAL STATEMENT OF POLICY

- A. A violation of this policy occurs when any student, teacher, administrator, other school personnel of the school district, or person smokes or uses tobacco, tobacco-related devices, or electronic cigarettes in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls. In addition, this prohibition includes vehicles used, in whole or in part, for work purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.
- B. A violation of this policy occurs when any elementary school, middle school, or secondary school student possesses any type of tobacco, tobacco-related device, or electronic cigarette in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls and includes vehicles used, in whole or in part, for school purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.
- C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or person who is found to have violated this policy.

[Note: The following language is not required by law but is recommended by MSBA for inclusion in this policy.]

- D. *The school district will not solicit or accept any contributions or gifts of money, curricula, materials, or equipment from companies that directly manufacture and are identified with tobacco products, devices, or electronic cigarettes. The*

school district will not promote or allow promotion of tobacco products or e-cigarettes on school property or at school-sponsored events.

III. TOBACCO AND TOBACCO-RELATED DEVICES DEFINED

- A. "Electronic cigarette" means any oral device that provides a vapor of liquid nicotine, lobelia, and/or other similar substance, and the use or inhalation of which simulates smoking. The term shall include any such devices, whether they are manufactured, distributed, marketed, or sold as e-cigarettes, e-cigars, e-pipes, or under another product name or descriptor.
- B. "Tobacco" means cigarettes and any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product; cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco.
- C. "Tobacco-related devices" means cigarette papers or pipes for smoking.
- D. "Smoking" means inhaling or exhaling smoke from any lighted cigar, cigarette, pipe, or any other lighted tobacco or plant product. Smoking also includes carrying a lighted cigar, cigarette, pipe, or any other lighted tobacco or plant product intended for inhalation and the use of electronic cigarettes, including the inhaling and exhaling of vapor from any electronic delivery device.

IV. EXCEPTIONS

- A. A violation of this policy does not occur when an Indian adult lights tobacco on school district property as a part of a traditional Indian spiritual or cultural ceremony. An Indian is a person who is a member of an Indian tribe as defined under Minnesota law.
- B. A violation of this policy does not occur when an adult nonstudent possesses a tobacco or nicotine product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.

V. ENFORCEMENT

- A. All individuals on school premises shall adhere to this policy.
- B. Students who violate this tobacco-free policy shall be subject to school district discipline procedures.

- C. School district administrators and other school personnel who violate this tobacco-free policy shall be subject to school district discipline procedures.
- D. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota or federal law, and school district policies.
- E. Persons who violate this tobacco-free policy may be referred to the building administration or other school district supervisory personnel responsible for the area or program at which the violation occurred.
- F. School administrators may call the local law enforcement agency to assist with enforcement of this policy. Smoking or use of any tobacco product in a public school is a violation of the Minnesota Clean Indoor Air Act and/or the Freedom to Breathe Act of 2007 and is a petty misdemeanor. A court injunction may be instituted against a repeated violator.
- G. No persons shall be discharged, refused to be hired, penalized, discriminated against, or in any manner retaliated against for exercising any right to a smoke-free environment provided by the Freedom to Breathe Act of 2007 or other law.

VI. DISSEMINATION OF POLICY

- A. This policy shall appear in the student handbook.
- B. The school district will develop a method of discussing this policy with students and employees.

Legal References: Minn. Stat. §§ 144.411-144.417 (Minnesota Clean Indoor Air Act)
Minn. Stat. § 609.685 (Sale of Tobacco to Children)
2007 Minn. Laws Ch. 82 (Freedom to Breathe Act of 2007)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA Service Manual, Chapter 2, Students; Rights, Responsibilities and Behavior

Adopted: _____

MSBA/MASA Model Policy 707

Orig. 1995

Revised: _____

Rev. ~~2012~~ 2015

707 TRANSPORTATION OF PUBLIC SCHOOL STUDENTS

[Note: The obligations stated in this policy are largely governed by statute. Statutory references are included throughout the policy. A school district may choose to add obligations to the model policy.]

I. PURPOSE

The purpose of this policy is to provide for the transportation of students consistent with the requirements of law.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to provide for the transportation of students in a manner which will protect their health, welfare, and safety.
- B. The school district recognizes that transportation is an essential part of the school district services to students and parents but further recognizes that transportation by school bus is a privilege and not a right for an eligible student.

III. DEFINITIONS

- A. "Child with a disability" includes every child identified under federal and state special education law as deaf or hard of hearing, blind or visually impaired, deafblind, or having a speech or language impairment, a physical impairment, other health disability, developmental cognitive disability, an emotional or behavioral disorder, specific learning disability, autism spectrum disorder, traumatic brain injury, or severe multiple impairments, and who needs special education and related services, as determined by the rules of the Commissioner of Education. A licensed physician, an advanced practice nurse, or a licensed psychologist is qualified to make a diagnosis and determination of attention deficit disorder or attention deficit hyperactivity disorder for purposes of identifying a child with a disability. In addition, every child under age three, and at the school district's discretion from age three to seven, who needs special instruction and services, as determined by the rules of the Commissioner, because the child has a substantial delay or has an identifiable physical or mental condition known to hinder normal development is a child with a disability. A child with a short-term or temporary physical or emotional illness or disability, as determined by the rules of the Commissioner, is not a child with a disability. (Minn. Stat. § 125A.02)
- B. "Home" is the legal residence of the child. In the discretion of the school district, "home" also may be defined as a licensed day care facility, school day care

facility, a respite care facility, the residence of a relative, or the residence of a person chosen by the student's parent or guardian as the home of a student for part or all of the day, if requested by the student's parent or guardian, or an afterschool program for children operated by a political subdivision of the state, if the facility, residence, or program is within the attendance area of the school the student attends. Unless otherwise specifically provided by law, a homeless student is a resident of the school district if enrolled in the school district. (Minn. Stat. § 123B.92, Subd. 1(b)(1); Minn. Stat. § 127A.47, Subd. 2)

- C. "Homeless student" means a student, including a migratory student, who lacks a fixed, regular, and adequate nighttime residence and includes: students who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; are awaiting foster care placement; have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings; are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings, and migratory children who qualify as homeless because they are living in any of the preceding listed circumstances. (42 U.S.C. § 11434a)
- D. "Nonpublic school" means any school, church, or religious organization, or home school wherein a resident of Minnesota may legally fulfill the compulsory instruction requirements of Minn. Stat. §120A.22, which is located within the state, and which meets the requirements of Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d, *et seq.*). (Minn. Stat. §123B.41, Subd. 9)
- E. "Nonresident student" is a student who attends school in the school district and resides in another district, defined as the "nonresident district." In those instances when the divorced or legally separated parents or parents residing separately share joint physical custody of a student and the parents reside in different school districts, the student shall be a resident of the school district designated by the student's parents. When parental rights have been terminated by court order, the legal residence of a student placed in a residential or foster facility for care and treatment is the district in which the student resides. (Minn. Stat. § 123B.88, Subd. 6; Minn. Stat. § 125A.51; Minn. Stat. § 127A.47, Subd. 3)
- F. "Pupil support services" are health, counseling, and guidance services provided by the public school in the same district where the nonpublic school is located. (Minn. Stat. § 123B.41, Subd. 4)
- G. "School of origin," for purposes of determining the residence of a homeless student, is the school that the student attended when permanently housed or the school in which the student was last enrolled. (42 U.S.C. § 11432(g)(3)(G))
- H. "Shared time basis" is a program where students attend public school for part of the regular school day and who otherwise fulfill the requirements of Minn. Stat. §

120A.22 by attendance at a nonpublic school. (Minn. Stat. § 126C.01, Subd. 8)

- I. “Student” means any student or child attending or required to attend any school as provided in Minnesota law and who is a resident or child of a resident of Minnesota. (Minn. Stat. § 123B.41, Subd. 11)

IV. ELIGIBILITY

- A. Upon the request of a parent or guardian, the school district shall provide transportation to and from school, at the expense of the school district, for all resident students who reside two miles or more from the school, except for those students whose transportation privileges have been revoked or have been voluntarily surrendered by the student’s parent or guardian. (Minn. Stat. § 123B.88, Subd. 1)
- B. The school district may, in its discretion, also provide transportation to any student to and from school, at the expense of the school district, for any other purpose deemed appropriate by the school board.

[Note: In this section, school districts may wish to outline those discretionary areas where they intend to provide transportation. For example, some school districts may provide that transportation shall be provided for all resident elementary students who reside one mile or more from the school.]

- C. In the discretion of the school district, transportation along regular school bus routes may also be provided, where space is available, to any person where such use of a bus does not interfere with the transportation of students. The cost of providing such transportation must be paid by those individuals using these services or some third-party payor. Bus transportation also may be provided along school bus routes when space is available for participants in early childhood family education programs and school readiness programs if these services do not result in an increase in the school district’s expenditures for transportation. (Minn. Stat. § 123B.88, Subd. 10, 11, 12, and 13)
- D. For purposes of stabilizing enrollment and reducing mobility, the school district may, in its discretion, establish a full-service school zone and may provide transportation for students attending a school in that full-service school zone. A full-service school zone may be established for a school that is located in an area with higher than average crime or other social and economic challenges and that provides education, health or human services, or other parental support in collaboration with a city, county, state, or nonprofit agency.

V. TRANSPORTATION OF NONRESIDENT STUDENTS

- A. If requested by the parent of a nonresident student, the school district shall provide transportation to a nonresident student within its borders at the same level of service that is provided to resident students. (Minn. Stat. § 124D.04, Subd. 7; Minn. Stat. § 123B.92, Subd. 3)

- B. If the school district decides to transport a nonresident student within the student's resident district, the school district will notify the student's resident district of its decision, in writing, prior to providing transportation. (Minn. Stat. § 123B.88, Subd. 6)
- C. When divorced or legally separated parents or parents residing separately reside in different school districts and share physical custody of a student, the parents shall be responsible for the transportation of the student to the border of the school district during those times when the student is residing with the parent in the nonresident school district. (Minn. Stat. § 127A.47, Subd. 3(b))
- D. The school district may provide transportation to allow a student who attends a high-need English language learner program and who resides within the transportation attendance area of the program to continue in the program until the student completes the highest grade level offered by the program. (Minn. Stat. § 123B.92, Subd. 3(b))

VI. TRANSPORTATION OF RESIDENT STUDENTS TO NONDISTRICT SCHOOLS

- A. In general, the school district shall not provide transportation between a resident student's home and the border of a nonresident district where the student attends school under the Enrollment Options Program. A parent may be reimbursed by the nonresident district for the costs of transportation from the pupil's residence to the border of the nonresident district if the student is from a family whose income is at or below the poverty level, as determined by the federal government. The reimbursement may not exceed the pupil's actual cost of transportation or 15 cents per mile traveled, whichever is less. Reimbursement may not be paid for more than 250 miles per week. (Minn. Stat. § 124D.03, Subd. 8)
- B. Resident students shall be eligible for transportation to and from a nonresident school district at the expense of the school district, if in the discretion of the school district, inadequate room, distance to school, unfavorable road conditions, or other facts or conditions make attendance in the resident student's own district unreasonably difficult or impracticable. The school district, in its discretion, may also provide for transportation of resident students to schools in other districts for grades and departments not maintained in the district, including high school, for the whole or a part of the year or for resident students who attend school in a building rented or leased by the school district in an adjacent district. (Minn. Stat. § 123B.88, Subds. 1 and 4)
- C. In general, the school district is not responsible for transportation for any resident student attending school in an adjoining state under a reciprocity agreement but may provide such transportation services at its discretion. (Minn. Stat. § 124D.041)

**VII. SPECIAL EDUCATION STUDENTS/STUDENTS WITH A DISABILITY/
STUDENTS WITH TEMPORARY DISABILITIES**

- A. Upon a request of a parent or guardian, the board must provide necessary transportation, consistent with Minn. Stat. § 123B.92, Subd. 1(b)(4), for a resident student child with a disability who is not yet enrolled in kindergarten, who requires special education services in a location other than the student's home, shall be provided transportation to and from the student's home at the expense of the school district and shall not be subject to any distance requirement for the provision of special instruction and services. Special instruction and services for a child with a disability not yet enrolled in kindergarten include an individualized education program (IEP) team placement in an early childhood program when that placement is necessary to address the child's level of functioning and needs. (Minn. Stat. § 123B.88, Subd. 1)
- B. Resident students with a disability whose handicapped conditions are such that the student cannot be safely transported on the regular school bus and/or school bus route and/or when the student is transported on a special route for the purpose of attending an approved special education program shall be entitled to special transportation at the expense of the school district or the day training and habilitation program attended by the student. The school district shall determine the type of vehicle used to transport students with a disability on the basis of the handicapping condition and applicable laws. This provision shall not be applicable to parents who transport their own child under a contract with the school district. (Minn. Stat. § 123B.88, Subd. 19; Minn. Rules Part 7470.1600)
- C. Resident students with a disability who are boarded and lodged at Minnesota state academies for educational purposes, but who also are enrolled in a public school within the school district, shall be provided transportation, by the school district to and from said board and lodging facilities, at the expense of the school district. (Minn. Stat. § 125A.65)
- D. If a resident student with a disability attends a public school located in a contiguous school district and the school district of attendance does not provide special instruction and services, the school district shall provide necessary transportation for the student between the school district boundary and the educational facility where special instruction and services are provided within the school district. The school district may provide necessary transportation of the student between its boundary and the school attended in the contiguous district, but shall not pay the cost of transportation provided outside the school district boundary. (Minn. Stat. § 125A.12)
- E. When a student with a disability or a student with a short-term or temporary disability is temporarily placed for care and treatment in a day program located in another school district and the student continues to live within the school district during the care and treatment, the school district shall provide the transportation, at the expense of the school district, to that student. The school district may establish reasonable restrictions on transportation, except if a Minnesota court or

agency orders the child placed at a day care and treatment program and the school district receives a copy of the order, then the school district must provide transportation to and from the program unless the court or agency orders otherwise. Transportation shall only be provided by the school district during regular operating hours of the school district. (Minn. Stat. § 125A.15(b); Minn. Stat. § 125A.51(d))

- F. When a nonresident student with a disability or a student with a short-term or temporary disability is temporarily placed in a residential program within the school district, including correctional facilities operated on a fee-for-service basis and state institutions, for care and treatment, the school district shall provide the necessary transportation at the expense of the school district. Where a joint powers entity enters into a contract with a privately owned and operated residential facility for the provision of education programs for special education students, the joint powers entity shall provide the necessary transportation. (Minn. Stat. § 125A.15(c) and (d); Minn. Stat. § 125A.51(e))
- G. Each driver and aide assigned to a vehicle transporting students with a disability will be provided with appropriate training for the students in their care, will assist students with their safe ingress and egress from the bus, will ensure the proper use of protective safety devices, and will be provided with access to emergency health care information as required by law. (Minn. Rules Part 7470.1700)
- H. Any parent of a student with a disability who believes that the transportation services provided for that child are not in compliance with the applicable law may utilize the alternative dispute resolution and due process procedures provided for in Minn. Stat. Ch. 125A. (Minn. Rules Part 7470.1600, Subd. 2)

VIII. HOMELESS STUDENTS

- A. Homeless students shall be provided with transportation services comparable to other students in the school district. (42 U.S.C. § 11432(e)(3)(C)(i)(III)(cc) and (g)(4)(A))
- B. Upon request by the student's parent, guardian, or homeless education liaison, the school district shall provide transportation for a homeless student as follows:
 - 1. A resident student who becomes homeless and is residing in a public or private shelter location or has other non-shelter living arrangements within the school district shall be provided transportation to and from the student's school of origin and the shelter or other non-shelter location if the shelter or non-shelter location is two or more miles from the school of origin and the student's transportation privileges have not been revoked. (42 U.S.C. § 11432(g)(1)(J)(iii)(I))
 - 2. A resident student who becomes homeless and is residing in a public or private shelter location or has other non-shelter living arrangements outside of the school district shall be provided transportation to and from

the student's school of origin and the shelter or other non-shelter location if the shelter or non-shelter location is two or more miles from the school of origin and the student's transportation privileges have not been revoked, unless the school district and the school district in which the student is temporarily placed agree that the school district in which the student is temporarily placed shall provide transportation. (Minn. Stat. § 125A.51(f); 42 U.S.C. § 11432(g)(1)(J)(iii)(II))

3. If a nonresident student is homeless and is residing in a public or private homeless shelter or has other non-shelter living arrangements within the school district, the school district may provide transportation services between the shelter or non-shelter location and the student's school of origin outside of the school district upon agreement with the school district in which the school of origin is located. (Minn. Stat. § 125A.51(f))
4. A homeless nonresident student enrolled under Minn. Stat. § 124D.08, Subd. 2a, must be provided transportation from the student's district of residence to and from the school of enrollment. (Minn. Stat. § 123B.92, Subd. 3(c)).

IX. AVAILABILITY OF SERVICES

Transportation shall be provided on all regularly scheduled school days or make-up days. Transportation will not be provided during the summer school break. Transportation may be provided for summer instructional programs for students with a disability or in conjunction with a learning year program. Transportation between home and school may also be provided, in the discretion of the school district, on staff development days. (Minn. Stat. § 123B.88, Subd. 21)

X. MANNER OF TRANSPORTATION

The scheduling of routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, the determination of fees, and any other matter relating thereto shall be within the sole discretion, control and management of the school board. The school district may, in its discretion, provide room and board, in lieu of transportation, to a student who may be more economically and conveniently provided for by that means. (Minn. Stat. § 123B.88, Subd. 1)

XI. RESTRICTIONS

Transportation by the school district is a privilege and not a right for an eligible student. A student's eligibility to ride a school bus may be revoked for a violation of school bus safety or conduct policies, or violation of any other law governing student conduct on a school bus pursuant to the school district's discipline policy. Revocation of a student's bus riding privilege is not an exclusion, expulsion, or suspension under the Pupil Fair Dismissal Act. Revocation procedures for a student who is an individual with a disability under 20 U.S.C. § 1415 (Individuals with Disabilities Act), 29 U.S.C. § 794 (the Rehabilitation Act), and 42 U.S.C. § 12132, (Americans with Disabilities Act) are

governed by these provisions. (Minn. Stat. § 121A.59)

XII. FEES

- A. In its discretion, the school district may charge fees for transportation of students to and from extracurricular activities conducted at locations other than school, where attendance is optional. (Minn. Stat. § 123B.36, Subd. 1(10))
- B. The school district may charge fees for transportation of students to and from school when authorized by law. If the school district charges fees for transportation of students to and from school, guidelines shall be established for that transportation to ensure that no student is denied transportation solely because of inability to pay. The school district also may waive fees for transportation if the student's parent is serving in, or within the past year has served in, active military service as defined in Minn. Stat. § 190.05. (Minn. Stat. § 123B.36, Subds. 1(11) and 6)
- C. The school district may charge reasonable fees for transportation of students to and from post-secondary institutions for students enrolled under the post-secondary enrollment options program. Families who qualify for mileage reimbursement may use their state mileage reimbursement to pay this fee. (Minn. Stat. § 123B.36, Subd. 1(13))
- D. Where, in its discretion, the school district provides transportation to and from an instructional community-based employment station that is part of an approved occupational experience vocational program, the school district may require the payment of reasonable fees for transportation from students who receive remuneration for their participation in these programs. (Minn. Stat. § 123B.36, Subd. 3)

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.59 (Bus Transportation is a Privilege Not a Right)
Minn. Stat. § 123B.36 (Authorized Fees)
Minn. Stat. § 123B.41 (Educational Aids for Nonpublic School Children; Definitions)
Minn. Stat. § 123B.44 (Provision of Pupil Support Services)
Minn. Stat. § 123B.88 (Independent School Districts, Transportation)
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.04 (Enrollment Options Programs in Border States)
Minn. Stat. § 124D.041 (Reciprocity with Adjoining States)
Minn. Stat. § 124D.08 (School Board's Approval to Enroll in Nonresident District)
Minn. Stat. Ch. 125A (Children With a Disability)
Minn. Stat. § 125A.02 (Children With a Disability, Defined)
Minn. Stat. § 125A.12 (Attendance in Another District)

Minn. Stat. § 125A.15 (Placement in Another District; Responsibility)
Minn. Stat. § 125A.51 (Placement of Children Without Disabilities; Education and Transportation)
Minn. Stat. § 125A.515 (Placement of Students; Approval of Education Program)
Minn. Stat. § 125A.65 (Attendance at Academies for the Deaf and Blind)
Minn. Stat. § 126C.01 (General Education Revenue - Definitions)
Minn. Stat. § 127A.47 (Payments to Resident and Nonresident Districts)
Minn. Stat. § 190.05 (Definitions)
Minn. Rules Part 7470.1600 (Transporting Pupils with Disability)
Minn. Rules Part 7470.1700 (Drivers and Aides for Pupils with Disabilities)
20 U.S.C. § 1415 (Individuals with Disabilities Education Improvement Act of 2004)
29 U.S.C. § 794 (Rehabilitation Act of 1973, § 504)
42 U.S.C. § 2000d (Prohibition Against Exclusion from Participation in, Denial of Benefits of, and Discrimination under Federally Assisted Programs on Ground of Race, Color, or National Origin)
42 U.S.C. § 11431, *et seq.* (McKinney-Vento Homeless Assistance Act of 2001)
42 U.S.C. § 12132, *et seq.* (Americans With Disabilities Act)

Cross References: MSBA/MASA Model Policy 708 (Transportation of Nonpublic School Students)
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)
MSBA/MASA Model Policy 710 (Extracurricular Transportation)
MSBA Service Manual, Chapter 2, Transportation

**VERDALE PUBLIC SCHOOL
AUDIT PROPOSALS
FISCAL YEARS 2018 AND 2019**

[illegible]

	<u>Last</u>	<u>First</u>	<u>Middle 1</u>	<u>Middle 2</u>
1	BAKER	JOSEPH	ELLIOT	CRAFT
2	BOUNDS	JOSHUA	ARON	
3	CORNELL	JAYDEN	LEE	
4	COTTRELL	CORTNIE	JEAN	
5	DISSELBRETT	HEAVEN	JUNE	
6	EHRMANTRAUT	JADEN	DEAN	
7	ENGEBRETSON	JAMES	MICHAEL	
8	GREENWALDT	MATTHEW	ALYN	
9	HELLER	TRISTEN	MICHAEL	
10	HOLMAN	CASEY	CORBELL	
11	HUHTA	CARSON	THOMAS	
12	ISMIL	ROBERT	DONALD	
13	JOHNSON	KATELYN	MARIE	
14	JONES	MACK	DANIEL	
15	KENYON	KOLTEN	JAMES	
16	KITTELSON	PAIGE	LEANN	
17	KLIPPENES	CHARLES	ADONIJAH	
18	KORFE	AMY	LYNNE	
19	KORFE	OWEN	PATRICK	
20	LUNDBERG	DEVIN	WILLIAM	
21	MCINTIRE	JOHN	WAYNE	
22	NEAL	ADDISON	MAE	
23	O'KEEFFE	NICHOLAS	JAMES	
24	PETRIE	DONAVON	JAMES	
25	RICHTER	ROBERT	JOSEPH	
26	RICHTER	SHIANN	ROSE	
27	RICHTER	STACY	MARIE	
28	SCHMITZ	CARTER	LEE	
29	SHIKE	ASHLEY	THERESA	
30	SPILLUM	KYLIE	ANN	
31	STROM	JACKSON	COLE	
32	UMLAND	MATTHEW	DAVID	
33	VERONEN	EMILY	ANN	
34	VORBECK	TIFFANY	ROSE	
35	WELLNITZ	MAYA	TIFFANY	
36	WENIGER	LUKE	DONALD	
37	YOUNGBAUER	HALEY	LYN	



K-12 Principal / District Assessment Coordinator Report

May 7, 2018

1. Events of the Past Weeks

- a. Band Solo/Ensemble Competition – Wednesday, April 4th
- b. March Pirate Pride Celebration – Friday, April 6th
 - i. Kaia Schmitz – 2nd Grade – Mrs. Ross
 - ii. Jaxon Gregerson – 3rd Grade – Mrs. Kristen Johnson
- c. NJPA Student Recognition Banquet – Wednesday, April 11th
- d. Choir Solo/Ensemble Competition – Wednesday, April 11th
- e. High School Student of the Quarter – Thursday, April 12th
- f. 4th-6th Grade STEAM Stars Event in Fergus Falls – Monday, April 16th
- g. Elementary Music Program – Friday, April 20th
- h. Mock Car Crash – Friday, April 20th
- i. Prom – Saturday, April 21st
- j. Teddy Bear Day – Wednesday, April 25th
- k. Blood Drive – Wednesday, April 25th
- l. Senior Class Trip – Friday, April 27th – Monday, April 30th
- m. Day of Caring – Wednesday, May 2nd
- n. April Pirate Pride Celebration / Volunteer Recognition Event – Thursday, May 4th
 - i. 2nd Grade – Mayci Baker – Mr. Bunio
 - ii. 6th Grade – Logan Dick – Mrs. Gillespie
- o. Creating Entrepreneurial Opportunities (CEO) Program introduction for sophomores and juniors – Friday, May 4th
- p. Band / Choirs Solo/Ensemble Sections – Saturday, May 5th
- q. End of MCA Testing

2. Upcoming Events

- a. Preschool Spring Program – Monday, May 7th at 5:00 pm
- b. Teacher Appreciation Week – May 7th – May 11th
- c. Tech Team Visit – Wednesday, May 9th
- d. CEO Tradeshow – Wednesday, May 9th
 - i. 5:30 pm at Maasconi's
- e. Educators of Excellence Awards Banquet – Wednesday, May 9th at Grand View Lodge in Nisswa



- f. Trading Treasures and Treats – Thursday, May 10th
 - i. 6:00 pm in the media center
- g. Choir / Band Concert – Monday, May 14th
 - i. 7-12 Choir Concert – 6:30 pm
 - ii. 5-12 Band Concert – 7:30 pm
- h. B's or Better Breakfast
 - i. Tentatively scheduled for Friday, May 18th
 - ii. 7:30 am at the community center (still need to confirm before sending out letters)
 - iii. New change – students who earn B- or better grades throughout the year will be invited
 - iv. Letters will go out early this week
- i. Elementary Class Trips – throughout the month of May
- j. Last day of School – Friday, May 25th
- 3. Seniors Information / Graduation Update
 - a. Last day – May 18th
 - b. Baccalaureate Service – May 23rd at 7:00 pm
 - c. Senior Awards Presentation – May 23rd (following baccalaureate service)
 - d. Graduation Practice – May 24th at 10:00 am
 - e. Graduation – Friday, May 25th at 8:15 pm
- 4. High Reliability Schools Program Update
 - a. Webinar – Tuesday, April 10th
 - i. Review of level 1 work
 - ii. Continued discussion of next steps moving forward
 - b. HRS Networking Session – Thursday, April 19th
 - i. Team of 6 staff members met with area schools to collaborate and share ideas
 - c. Level 2 Staff Survey – this week
 - i. We will survey staff to gather information about our progress in level 2 – effective instruction in every classroom
 - d. District Leadership Team Meeting – May 15th
 - e. Staff Workshop Day – Monday, May 29th
 - f. Leadership Team Introduction to Level 3 – Thursday, June 7th at NJPA
 - g. Administrator Training – Effective Feedback / Evaluation – Friday, June 8th at NJPA
 - h. HRS Trip to Austin Texas – June 27th – 30th

Superintendent
May 7, 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	May 31, 2017	547
September 8, 2010	483	September 8, 2017	542
May 18, 2011	486	September 26, 2017	542
September 22, 2011	480	November 3, 2017	547
May 23, 2012	466	December 1, 2017	549
September 18, 2012	486	January 5, 2018	546
May 3, 2013	485	February 2, 2018	547
September 4, 2013	496	March 2, 2018	547
May 30, 2014	502	April 2, 2018	547
		May 4, 2018	546

Preliminary Budget: 533 Students Nov. Revised Budget: 540 Students

1. **Class of 2018** - Graduation is scheduled for Friday, May 25 at 8:15 pm in the new gymnasium. The school board has always had a strong presence at the graduation ceremony. Please let me know if you and your spouse plan to attend the ceremony, so we can have the appropriate number of seats available. Marcus and Tony will need to sign the diplomas for the students. They will be ready for signatures later this month.
2. **Teacher Appreciation Week** - Teacher Appreciation Week is May 7 - 11. We would like to thank our teachers for the great work they do in their classrooms. The work they do has a tremendous impact on our students, school, and community.
3. **Summer Programs** - The summer programs will start on Tuesday, May 29 with the opening of our childcare program. The Summer Programs flier includes the ball programs, swimming lessons, sports and dance camps, band lessons, childcare, and summer theater. Verndale will provide a free meal program again this year to any child up to 18 years of age. There is something for everyone this summer.
4. **Negotiations** - The bus drivers would like to schedule a meeting with the negotiations committee to hopefully complete the 2017-2019 agreement. Dawn and I have tentatively

put May 30 at 6:00 pm on our calendar. Marcus, Bill, and Tony are the board members that serve on this committee. The support staff have not scheduled a date for the next meeting. Marcus, Bill, and Shyla serve on the committee to negotiate with the support staff.

Upcoming Events

Teacher Appreciation Week	May 7-11
Baccalaureate/Senior Awards Night	May 23
Last Day of School for Seniors	May 18
Memorial Day - No School	May 28
Last Day of School for Students	May 25
Graduation	May 25
Teacher Workshop	May 29
Summer Programs Begin	May 29
June School Board Meeting	June 11