VERNDALE PUBLIC SCHOOLS
Independent School District No. 818, Wadena County
VERNDALE, MINNESOTA 56481-3000

~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, April 2, 2017
7:15 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 March 6, 2018 Regular Board Meeting
   b. Freshwater Education Report
   c. Legislative Report
   d. Finance Committee Report
   e. Donation(s)

VII. Old Business
   a. Update Summer Program Fees

VIII. New Business
   a. Approve Financial Reports/Payment of the Bills
   b. Approve 2018 Senior Class Trip
   c. Consider/Approve the Following Personnel Items:

i. Notices of Assignment/Contract
    1. Summer Pirate Fun Assistant
    2. Summer Theater Coordinator

d. Approve the following programs/contracts/memberships:
    i. Shared Services Contracts with Bertha-Hewitt
        1. Spanish
        2. Art
        3. Agriculture
    ii. Shared Service Contract with Bertha-Hewitt-Verndale-Parkers Prairie
        1. Wrestling
    iii. Joint Powers Agreement for Wadena County Family Services Collaborative
e. Adjust 2017-2018 School Calendar
f. Approve Preliminary Summer Work Projects and Schedule

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

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SCHOOL BOARD AGENDA
REGULAR MEETING
Monday, April 2, 2017
7:15 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 March 6, 2018 Regular Board Meeting - Enclosed. **Recommend Approval**
   b. Freshwater Education Report - None
   c. Legislative Report - Paul
   d. Finance Committee Report - Bill
   e. Donation(s) - Enclosed. **Recommend Approval**

VII. Old Business
   a. Update Summer Program Fees - The corrected fees include the appropriate fees for the summer rec program. The fee was increased by $2 for both resident and non-resident students and families. **Recommend Approval**

VIII. New Business
   a. Approve Financial Reports/Payment of the Bills - Enclosed. **Recommend Approval**

b. Approve 2018 Senior Class Trip - The itinerary is enclosed. for your review. A few members of the senior class will present the details of the trip at the meeting. **Recommend Approval**

c. Consider/Approve the Following Personnel Items:
    i. Notices of Assignment/Contract
        1. Summer Pirate Fun Assistant - Recommendation enclosed. **Recommend Approval**
        2. Summer Theater Coordinator - Recommendation enclosed. **Recommend Approval**

d. Approve the following programs/contracts/memberships:
    i. Shared Services Contracts with Bertha-Hewitt - The agreements are enclosed. The only change is in the art contract. Verndale will hold 66% of the contract. This equates to 4 class period per day. **Recommend Approval of All Contracts**
        1. Spanish
        2. Art
        3. Agriculture
    ii. Shared Service Contract with Bertha-Hewitt-Verndale-Parkers Prairie - The wrestling agreements is included for your review. The recommended changes are minor and highlighted in yellow. **Recommend Approval**
        1. Wrestling
    iii. Joint Powers Agreement for Wadena County Family Services Collaborative - The Family Services Collaborative includes the school districts of Wadena County, Human Services, Community Actions Councils, Todd-Wadena Community Corrections, and Wadena County Public Health and serves to meet the needs of at-risk students in the county. A current proposal is to hire a coordinator to help local schools better serve the needs of students who need additional supports and services. **Recommend Approval**

e. Adjust 2017-2018 School Calendar - School was closed on Monday, March 5. The recommendation is to not have the students make up the day. The staff will make up the day in a variety of ways. The make-up day plan is enclosed for your review. **Recommend Approval**

f. Approve Preliminary Summer Work Projects and Schedule - Wade has developed a preliminary plan for the projectes to be completed this summer. Most of these projects will be funded under the Long-Term Facilities Maintenance program. **Recommend Approval**

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

March 6, 2018

The Verndale Public School Board of Independent School District No. 818, Verndale, Minnesota met for a regular meeting on Monday, March 6, 2018 at 6:30pm in the Verndale Media Center. The meeting was called to order by Chairman of the Board, Marcus Edin. The meeting started with the Pledge of Allegiance.

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

Members Absent: Scott Veronen

Others present: Supt. Mr. Brownlow, Principal Mr. Follingstad, Trinity Gruenberg-Verndale Sun, Abby Dunn, Kelly Youngbauer 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, removing New Business item VII. B. i. Retirement Resignation, 1. Education Assistant. All voting in favor thereof, motion carried.

Recognition of the public.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve the minutes from the February 5, 2018 Regular and February 20, 2018 Special School Board Meetings. All voting in favor thereof, motion carried.

Freshwater Education Report: Minutes 1/24/2018

Legislative Report: Mr. Brownlow

Member Chris Youngbauer 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:

Donor	Purpose	Amount
The Gores Company	Post Prom	$ 40.00

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 Shyla Hess
And upon vote being taken thereon, the following voted in favor thereof: Bill Blaha, Shyla Hess, Marcus Edin, Chris Youngbauer, Tony Stanley, 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 6th day of March, 2018.

Signed: _____ Signature
Marcus Edin
Chairperson

Attest: _____ Signature
Scott Veronen
Treasurer

Old Business: None

New Business:

Motion by Bill Blaha, seconded by Shyla Hess to approve Financial Reports/Payment of the Bills, excluding the bill from Youngbauer's Inc. Voting in favor thereof, Shyla Hess, Marcus Edin Chris Youngbauer, Tony Stanley, and Bill Blaha. Motion carried.

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

Motion by Bill Blaha, seconded by Chris Youngbauer to approve hiring Nathan Ernst as High School Social Studies Teacher. Voting in favor thereof, Chris Youngbauer, Tony Stanley, Bill Blaha, Shyla Hess, and Marcus Edin. Motion carried.

Motion by Chris Youngbauer, seconded by Shyla Hess to approve hiring Alicia Strayer as Junior High Softball Coach. Voting in favor thereof, Tony Stanley, Bill Blaha, Shyla Hess, Marcus Edin, and Chris Youngbauer. Motion carried.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve hiring Zach Johnson as Junior High Baseball Coach. Voting in favor thereof, Bill Blaha, Shyla Hess, Marcus Edin, Chris Youngbauer, and Tony Stanley. Motion carried.

Motion by Shyla Hess, seconded by Bill Blaha to approve hiring Chuck Dick, Dillon Card and Mack Jones as Summer Rec Assistants. Voting in favor thereof, Bill Blaha, Shyla Hess, Marcus Edin, Chris Youngbauer, and Tony Stanley. Motion carried.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve hiring Amanda Richter as Summer Pirate Fun Lead Teacher. Voting in favor thereof, Shyla Hess, Marcus Edin, Chris Youngbauer, Tony Stanley, Scott Veronen, and Bill Blaha. Motion carried.

Motion by Chris Youngbauer, seconded by Shyla Hess to approve an increase in the Summer Recreation Director Salary to $2250.00. Voting in favor thereof, Marcus Edin, Chris Youngbauer, Tony Stanley, Bill Blaha, and Shyla Hess. Motion carried.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve the 2018 Summer Programs and Fees. Voting in favor thereof, Chris Youngbauer, Tony Stanley, Bill Blaha, Shyla Hess, and Marcus Edin. Motion carried.

The Finance Committee meeting date was set for Thursday, March 15, 2018 at 5:00pm.

The April School Board meeting was set for Monday, April 2, 2018 at 7:15pm.

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

Meeting adjourned at 8:17pm by Chairman of the Board, Marcus Edin.

Respectfully submitted by the Board,

_____

Tony Stanley, Clerk

VERNDALE PUBLIC SCHOOLS
RESOLUTION

A RESOLUTION ACCEPTING DONATIONS TO THE DISTRICT

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

WHEREAS, Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full, and;

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

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

District Donations	**Purpose**	**Amount**
St. Johns Lutheran Church	Adopt a Classroom	$ 125.00

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

Summer Program Charge Comparison

Summer Pirate Fun

May 29th – August 3rd
not in session Wednesday July 4th

2017 Verndale Student/Family	2017 Out of District Student/Family	2018 Verndale Student/Family	2018 Out of District Student/Family
$28.00 – each student per Session for Block 1	$33.00 – each student per Session for Block 1	$2.00 per student per hour	$2.50 per student per hour
$37.00 – each student per Session for Block 2, 3, & 4	$42.50 – each student per Session for Block 2, 3, & 4	$5.00 per hour maximum for families with 3 or more students	No maximum fee
Maximum fee of $255.00 per session per family	No maximum fee	No maximum fee	No maximum fee

Summer Theatre

Grades 1-12 or any Adult
Dates: TBD

2017	2018
$35.00 per person	$40.00 per person

Swimming Lessons

Session 1: TBD
Session 2: TBD

2017	2017	2018	2018
Verndale Student/Family	**Out of District Student/Family**	**Verndale Student/Family**	**Out of District Student/Family**
$45.00 – per child	$50.00 – per child	$47.50 – per child	$55.00 – per child
$105.00 family cap	No family cap	$110.00 family cap	No family cap

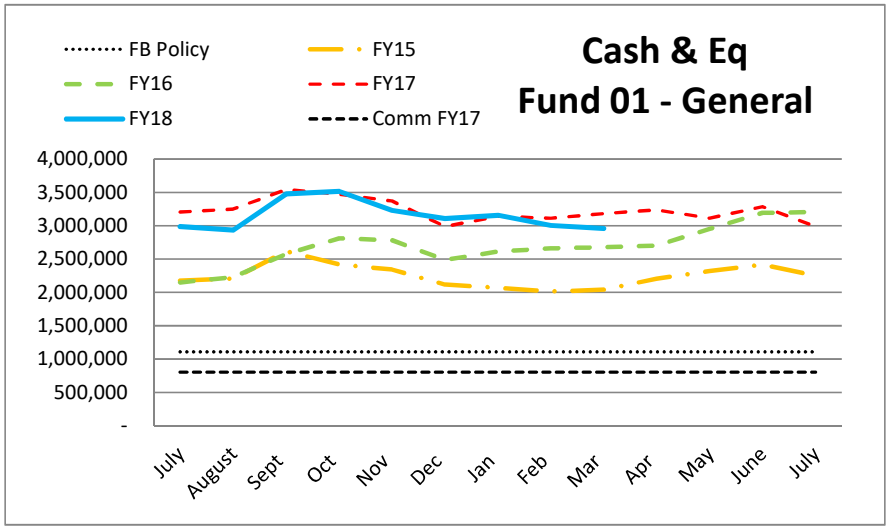
Summer Rec

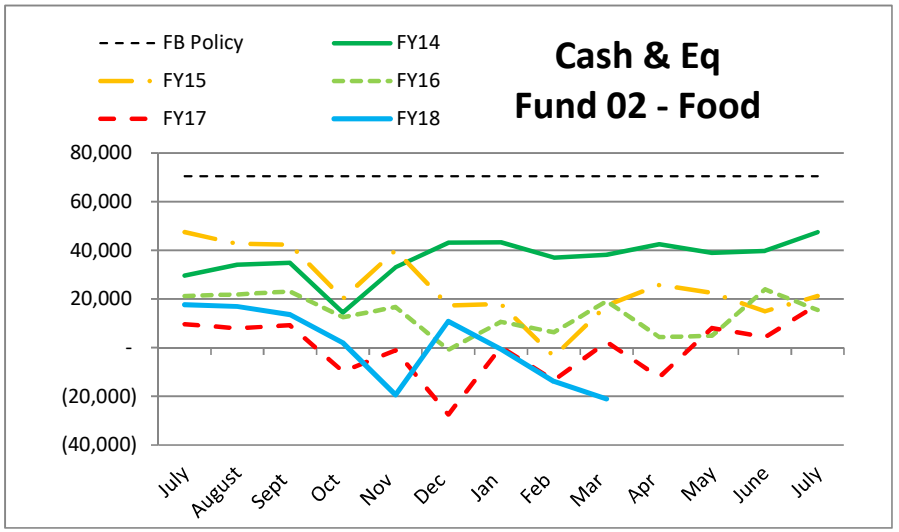
Dates: TBD

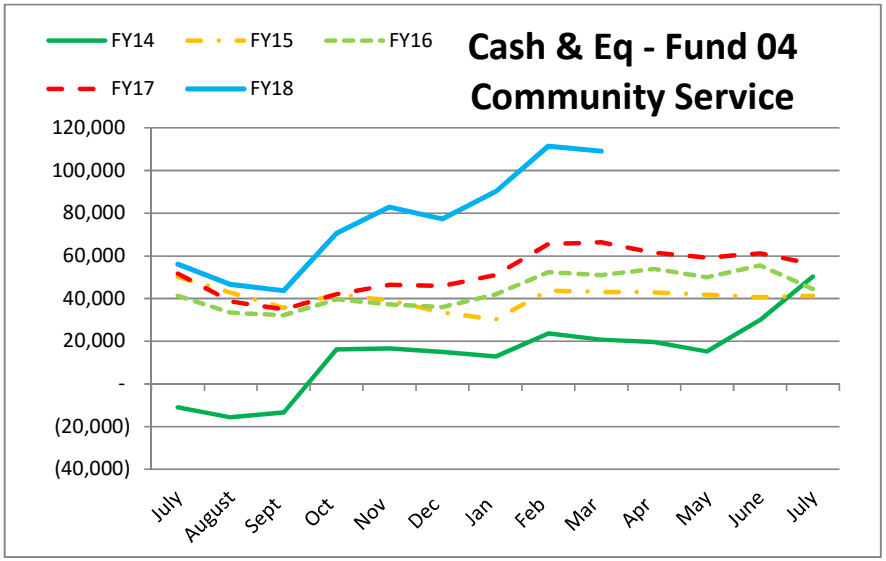
2017	2017	2018	2018
Verndale Student/Family	**Out of District Student/Family**	**Verndale Student/Family**	**Out of District Student/Family**
$30.00 – per child	$35.00 – per child	$32.00 – per child	$37.00 – per child
Maximum fee of $75.00 per family	No family cap	Maximum fee of $77.00 per family	No family cap

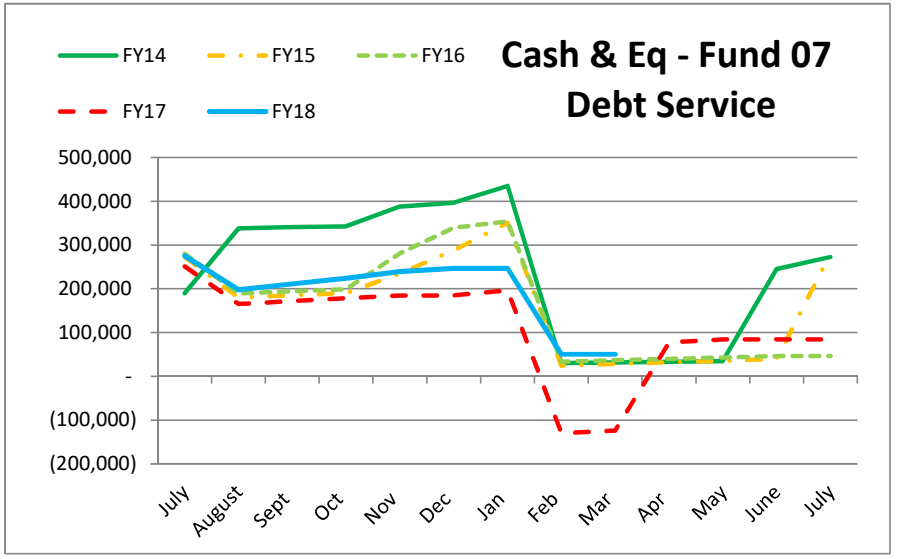
VERNDALE PUBLIC SCHOOL

DASHBOARD - MARCH 2018









CASH BALANCES & ACTIVITY SHEET

VERNDALE PUBLIC SCHOOL ISD NO. 818

February 28, 2018

FUND	02/02/2018 BALANCE	RECEIPTS	DISBURSEMENTS	PAYROLL	MSDLAF TRANSFER	02/28/2018 BALANCE
01-Bank	$ (65,444.21)	$ 8,736.19	$ (259,877.31)	$ (259,614.54)	$ 456,867.43	$ (119,332.44)
01 - Ameritrade	$ 805,300.22	$ -	$ -	$ -	$ -	$ 805,300.22
01-MSDLAF - CD's	$ 733,000.00	$ -	$ -	$ -	$ -	$ 733,000.00
01- MSDLAF	$ 2,332,187.20	$ 471,575.52	$ -	$ -	$ (456,867.43)	$ 2,346,895.29
01-Total	**$ 3,805,043.21**	**$ 480,311.71**	**$ (259,877.31)**	**$ (259,614.54)**	**$ -**	**$ 3,765,863.07**
02 - Bank	$ (36,911.29)	$ 8,761.09	$ (26,885.49)	$ (9,173.77)	$ 43,132.57	$ (21,076.89)
02- MSDLAF	$ 22,997.98	$ 20,134.56	$ -	$ -	$ (43,132.57)	$ (0.03)
02-Total	**$ (13,913.31)**	**$ 28,895.65**	**$ (26,885.49)**	**$ (9,173.77)**	**$ -**	**$ (21,076.92)**
04 - Bank	$ 11,697.10	$ 2,017.47	$ (3,451.45)	$ (5,213.13)	$ -	$ 5,049.99
04- MSDLAF	$ 99,677.49	$ 4,334.06	$ -	$ -	$ -	$ 104,011.55
04 - Total	**$ 111,374.59**	**$ 6,351.53**	**$ (3,451.45)**	**$ (5,213.13)**	**$ -**	**$ 109,061.54**
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	**$ 3,952,933.28**	**$ 515,558.89**	**$ (290,214.25)**	**$ (274,001.44)**	**$ -**	**$ 3,904,276.48**

VERNDALE PUBLIC SCHOOL
BOARD CHECKS PRESENTED FOR APPROVAL AND PAYMENT
APRIL 2, 2018

Check No.	Date	Vendor Name	Amount
Checks 44479-44518, 44520-44535 listed below have been issued and need approval in accordance with board policy.			
44479	3/6/2018	CASH - CHANGE FUND	$ 202.50
44480	3/7/2018	BROOKLYN PUBLISHERS	$ 19.50
44481	3/7/2018	CITY OF VERNDALE	$ 1,120.90
44482	3/7/2018	CONNELL, SETH AND RACHEL	$ 107.95
44483	3/7/2018	COZY THEATRE	$ 420.00
44484	3/7/2018	J & K TROPHY HOUSE	$ 10.09
44485	3/7/2018	KITTELSON MARKETING COMPANY, INC.	$ 703.00
44486	3/7/2018	LAKER SPEECH TEAM	$ 30.00
44492	3/13/2018	BENNING PRINTING AND PUBLISHING	$ 776.25
44493	3/13/2018	CENTRAL MCGOWAN INC	$ 315.70
44494	3/13/2018	CHASE CARD SERVICES	$ 4,758.75
44495	3/13/2018	DACOTAH PAPER CO	$ 33.23
44496	3/13/2018	DEAN FOODS INC	$ 266.30
44497	3/13/2018	EARTHGRAINS BAKING CO'S INC	$ 117.90
44498	3/13/2018	FRESHWATER EDUCATION DISTRICT	$ 39,327.59
44499	3/13/2018	HBI RADIO WADENA	$ 176.00
44500	3/13/2018	LEAF RIVER AG SERVICE	$ 3,717.46
44501	3/13/2018	MEDTOX LABORATORIES, INC	$ 23.17
44502	3/13/2018	MERICKEL LUMBER	$ 37.55
44503	3/13/2018	MINNESOTA ENERGY RESOURCES	$ 3,556.01
44504	3/13/2018	MN INDEPENDENT PETROLEUM SERVICE	$ 543.62
44505	3/13/2018	NORTHERN BUSINESS PRODUCTS, IN	$ 179.80
44506	3/13/2018	OSAKIS PUBLIC SCHOOLS - ISD #213	$ 25.00
44507	3/13/2018	PARK SUPPLY OF AMERICA, INC.	$ 136.38
44508	3/13/2018	REGION 6A	$ 220.00
44509	3/13/2018	REGION 6A MSHSL	$ 1,159.00
44510	3/13/2018	SUPER ONE	$ 306.43
44511	3/13/2018	TROPHIES PLUS, INC.	$ 35.00
44512	3/13/2018	TUINSTRA, MIKE OR SHANNA	$ 50.00
44513	3/13/2018	UPPER LAKES FOODS	$ 2,466.76
44514	3/13/2018	VERIZON WIRELESS	$ 1,085.31
44515	3/13/2018	VERNDALE GROCERY & TREASURES TOO	$ 11.23
44516	3/13/2018	WASTE MANAGEMENT	$ 758.78
44517	3/13/2018	WAYNE'S DISCOUNT	$ 209.15
44518	3/13/2018	WEST CENTRAL TELEPHONE ASSN	$ 307.80
44520	3/20/2018	BISON FB COACHES CLINIC	$ 300.00
44521	3/20/2018	CATSTER MAGAZINE	$ 26.95

VERNDALE PUBLIC SCHOOL
BOARD CHECKS PRESENTED FOR APPROVAL AND PAYMENT
APRIL 2, 2018

Check No.	Date	Vendor Name	Amount
44522	3/20/2018	DAILEY ELECTRIC, LLC	$ 79.80
44523	3/20/2018	ECKROTH MUSIC COMPANY	$ 315.26
44524	3/20/2018	GAME&FISH	$ 8.00
44525	3/20/2018	LEAF RIVER AG SERVICE	$ 920.75
44526	3/20/2018	MARCO TECHNOLOGIES LLC	$ 2,854.78
44527	3/20/2018	MINNESOTA POWER & LIGHT CO	$ 8,962.23
44528	3/20/2018	PETERSEN'S HUNTING	$ 12.00
44529	3/20/2018	POPPLERS MUSIC STORE	$ 52.45
44530	3/20/2018	SCHOLASTIC BOOK FAIRS - 15	$ 2,735.25
44531	3/20/2018	STAR TRIBUNE	$ 142.50
44532	3/20/2018	TRI-COUNTY HEALTH CARE	$ 28.00
44533	3/20/2018	STAPLES-MOTLEY PUBLIC SCHOOLS - ISD #2170	$ 2,415.00
44534	3/26/2018	PRAIRIE FIRE CHILDRENS THEATRE	$ 400.00
Checks 44535-44568 have not been issued and are presented for payment authorization.			
44535	4/2/2018	BEMIDJI STATE UNIVERSITY	$ 300.00
44536	4/2/2018	CENTRAL ACCOUNTS RECEIVABLE OFFICE	$ 22,450.25
44537	4/2/2018	CENTRAL LAKES COLLEGE	$ 6,000.00
44538	4/2/2018	DEAN FOODS INC	$ 1,395.19
44539	4/2/2018	EARTHGRAINS BAKING CO'S INC	$ 176.20
44540	4/2/2018	EDUCATORS BENEFIT CONSULTANTS, LLC	$ 156.00
44541	4/2/2018	FIRELINE	$ 524.68
44542	4/2/2018	GARY'S DIESEL REPAIR INC	$ 2,546.54
44543	4/2/2018	GUARDIAN PEST CONTROL INC	$ 63.85
44544	4/2/2018	HANSON, MARK	$ 4.00
44545	4/2/2018	HILLYARD/HUTCHINSON	$ 1,168.64
44546	4/2/2018	IEA, INC	$ 585.00
44547	4/2/2018	J & K TROPHY HOUSE	$ 214.80
44548	4/2/2018	LAKES COUNTRY SERVICE COOP.	$ 2,166.67
44549	4/2/2018	LEAF RIVER AG SERVICE	$ 1,196.20
44550	4/2/2018	MARCO TECHNOLOGIES LLC	$ 133.65
44551	4/2/2018	MASON BROTHERS FOODS INC	$ 180.18
44552	4/2/2018	MIDWEST BUS PARTS INC	$ 34.58
44553	4/2/2018	MINNESOTA ENERGY RESOURCES	$ 478.63
44554	4/2/2018	NORTHERN BUSINESS PRODUCTS, IN	$ 76.32
44555	4/2/2018	NORTHERN PINES MENTAL HEALTH CENTER	$ 1,111.11
44556	4/2/2018	PEMBERTON, SORLIE, RUFER	$ 93.00
44557	4/2/2018	POLMAN TOWING SERVICE	$ 300.00
44558	4/2/2018	POPPLERS MUSIC STORE	$ 101.02
44559	4/2/2018	SCHOLASTIC MAGAZINE USE VEND 25500	$ 242.00

VERNDALE PUBLIC SCHOOL
BOARD CHECKS PRESENTED FOR APPROVAL AND PAYMENT
APRIL 2, 2018

Check No.	Date	Vendor Name	Amount
44560	4/2/2018	SUPER ONE	$ 101.93
44561	4/2/2018	SUPREME SCHOOL SUPPLY COMPANY	$ 179.76
44562	4/2/2018	TAYLOR PUBLISHING COMPANY	$ 651.00
44563	4/2/2018	UPPER LAKES FOODS	$ 8,800.02
44564	4/2/2018	VERNDALE AUTO SALES AND SERVICE, LLC	$ 699.69
44565	4/2/2018	VERNDALE POST OFFICE	$ 225.00
44566	4/2/2018	VERNIER SOFTWARE & TECHNOLOGY	$ 553.00
44567	4/2/2018	VIKING COCA-COLA BOTTLING CO	$ 300.00
44568	4/2/2018	WADENA COUNTY PUBLIC HEALTH DEPT.	$ 1,132.49
	Check 44519 and 44569 Board Party Check presented for approval.		
44519	3/13/2018	YOUNGBAUERS INC	$ 1,593.75
44569	4/2/2018	YOUNGBAUERS INC	$ 567.00
		TOTAL	**$ 138,969.23**

VERNDALE PUBLIC SCHOOL
ISD #0818
ELECTRONIC PAYROLL TRANSFERS

Description	Payroll 2/28/2018	Payroll 3/15/2018
Payroll ACH Debit	$ 122,796.07	$ 120,631.13
Fed/OASDI/Med	$ 36,650.73	$ 36,497.36
State Taxes	$ 5,926.31	$ 5,916.93
TRA	$ 15,280.08	$ 16,003.08
PERA	$ 6,548.59	$ 5,805.35
EBC Section 125 cafeteria plan	$ 3,687.43	$ 3,687.43
EBC 403b/457 annuities	$ 3,590.47	$ 3,615.47
Other	$ -	$ -
AFLAC - employee elections	$ 388.13	$ -
Colonial - employee elections	$ 386.92	$ -
Delta Dental - employee elections	$ 680.35	$ -
Madison National - employee elections	$ 1,046.70	$ -
Total Disbursements plus checks	$ 197,274.20	$ 192,398.42
payroll - checks	$ 292.42	$ 241.67
Net payroll	$ 123,088.49	$ 120,872.80

Senior Class Trip Itinerary 2018

Reminders: Bring Coolers for buying food (Optional)
Restaurants: http://www.wisdells.com/wisconsin-dells-restaurant.htm

Friday, April 27, 2018

3:00 PM: Make sure your luggage is at school in the Boardroom by this time.
9:00 PM: Departure after sporting events
Midnight: Arrive at Quality Inn hotel in Hudson
811 Dominion Dr
Hudson, WI 56016
715-386-6355

Saturday, April 28, 2018

8:00 AM: Wake-up and enjoy continental breakfast
9:00 AM: Load bus and leave
11:30 AM: Eat at multiple fast food restaurants in Tomah, WI
12:15 PM: Stop at Walmart in Tomah, WI (Buy Groceries for Condos)
1:00 PM: Arrive at Wisconsin Dells Wilderness Resort and Check-in
Wilderness Hotel
511 East Adams Street
P.O. Box 830
Wisconsin Dells, WI 53965
608-253-9729
1:00 ish: Grill?
2:30 PM: Laser Tag?
7:00 PM: Meet in Great Room of Guy's Condo
7:15 PM: Leave to eat at Buffalo Phil's
9:00 PM: Return to hotel
11:00 PM: Room check

Sunday, April 29, 2018

9:00 AM: Eat breakfast in condo
10:00 AM to 5 PM: Spend day at Waterpark (Eat Lunch on Own)
6:15 PM: Meet in Great Room of Guy's Condo
6:30 PM: Leave to eat at Ponderosa (Meal paid by Class Funds, Pop Extra)
8:30 PM: Return to hotel
11:00 PM: Room check

Monday, April 30, 2018

8:30 AM: Be Ready in Great Room of each Condo with all luggage
8:45 AM: Load bus
9:00 AM: Leave for home
12:00 PM: Stop for Lunch on the way
4:00 PM: Arrive at Verndale Public School

VERNDALE PUBLIC SCHOOLS

Independent School District No. 818, Wadena County

VERNDALE, MINNESOTA 56481-3000

~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: March 21, 2018
Re: Summer PIrate Fun Assistant Position

I recommend the Verndale School District hire Tamara Merk to fill the vacant Summer Pirate Fun assistant position. She will be paid $11.00 per hour for this position. This position will be seasonal during the months of June and July.

Tamara has experience working with our students this year as an education assistant. Her experience, training, and positive attitude make her a great candidate for the Summer Pirate Fun assistant position.

Sincerely,

Paul Brownlow
Superintendent

VERNDALE PUBLIC SCHOOLS

Independent School District No. 818, Wadena County

VERNDALE, MINNESOTA 56481-3000

~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: March 21, 2018
Re: Summer Theater

I recommend the Verndale School District hire Michelle Stanley to fill the vacant summer theater coordinator position. She will be paid $500 for this position. This position requires event coordination, supervision, and video production of the summer theater program. The programs lasts one week during the summer.

Michelle has experience in the school, as well as experience supervising children. Her experience will make her a great candidate for the summer theater coordinator position.

Sincerely,

Paul Brownlow
Superintendent

SPANISH
Contract for Cooperation

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

Terms of the Contract:

1. Salary Schedule and Master Contract of ISD #818 shall be used for the instructor.

2. ISD #786 shall have management rights regarding the instructor while performing duties for their district.

3. ISD #818 shall serve as the fiscal agent.

4. ISD #786 shall be billed a prorated amount for all costs associated with the teaching employment of the instructor, based upon time assigned to each district. Costs to be shared on a prorated basis shall include salary and all fringe benefits at 50B-H/50V for each semester. Staff development expenditures and mileage between the districts shall be billed on a 50/50 basis. Billing will occur at the conclusion of the school year and prior to August 31.

5. Program costs such as instructional supplies, repairs, equipment and general supplies shall be purchased independently by each district based on each district's unique needs.

6. Should any district wish to discontinue the sharing arrangement for the ensuing school year, it is required that notification, in writing, be submitted to the other district prior to February 1.

7. Should the position be vacated by the incumbent instructor, both districts shall participate in filling the position.

8. The parties understand and agree that each District will be responsible for implementing the level of training for said employee that is deemed necessary in said District's discretion, to allow the employee to satisfactorily perform the duties expected. The employee will be subject to the individual policies, procedures and requirements of each District while performing services for each District and each District assumes responsibility for overseeing the employee's work for their respective District. In the event any action, conduct or wrong doing, whether by omission or commission, of the employee occurs in the course and scope of fulfilling this contract, the District incurring any damage or loss as a result of said employee's conduct agrees to assume responsibility for the same and to indemnify and hold harmless, the other District from any claims related thereto that are made against the other District.

_____ _____

Chairperson, Board of Education, ISD #818 Date

_____ _____

Chairperson, Board of Education, ISD #786 Date

Bertha-Hewitt Independent School District 786

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

310 Central Avenue South, P.O. Box 8
Bertha, MN 56437
Phone: 218-924-2500
Fax: 218-924-3252
www.isd786.org

Administration
Eric Koep, Superinten
Darren Glynn, Princi
Lynn Lindquist, Business M
Steve Riewer, Activities D

ART

Contract for Cooperation

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

Terms of the Contract:

1. Salary Schedule and Master Contract of ISD #786 shall be used for the instructor.

2. ISD #818 shall have management rights regarding the instructor while performing duties for their district.

3. ISD #786 shall serve as the fiscal agent.

4. ISD #818 shall be billed a prorated amount for all costs associated with the teaching employment of the instructor, based upon time assigned to each district. Costs to be shared on a prorated basis shall include salary and all fringe benefits at 66V/33B-H. Staff development expenditures and mileage between the districts shall be billed on a 66/33 basis. Billing will occur at the conclusion of the school year and prior to August 31.

5. Program costs such as instructional supplies, repairs, equipment and general supplies shall be purchased independently by each district based on each district's unique needs.

6. Should any district wish to discontinue the sharing arrangement for the ensuing school year it is required that notification, in writing, be submitted to the other district prior to February 1.

7. Should the position be vacated by the incumbent instructor both districts shall participate in filling the position.

8. The parties understand and agree that each District will be responsible for implementing the level of training for said employee that is deemed necessary in said District's discretion, to allow the employee to satisfactorily perform the duties expected. The employee will be subject to the individual policies, procedures and requirements of each District while performing services for each District and each District assumes responsibility for overseeing the employee's work for their respective District. In the event any action, conduct or wrong doing, whether by omission or commission, of the employee occurs in the course and scope of fulfilling this contract, the District incurring any damage or loss as a result of said employee's conduct agrees to assume responsibility for the same and to indemnify and hold harmless, the other District from any claims related thereto that are made against the other District.

_____ _____
Chairperson, Board of Education, ISD #786 Date

_____ _____
Chairperson, Board of Education, ISD #818 Date

Bertha-Hewitt Independent School District 786

School Board
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Darren Glynn, Princi
Lynn Lindquist, Business M
Steve Riewer, Activities D

Vocational Agriculture

Contract for Cooperation

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

Terms of the Contract

1. Salary Schedule and Master Contract of ISD #786 shall be used for the instructor
2. ISD #818 shall have management rights regarding the instructor while performing duties for their district.
3. ISD #786 shall serve as the fiscal agent
4. ISD #818 shall be billed a prorated amount of all costs associated with the teaching employment of the instructor, based upon time assigned to each district. Costs to be shared on a prorated basis shall include salary and all fringe benefits at 33% V / 66% B-H for one semester and 50% V / 50% B-H the second semester. Staff development expenditures and mileage between the districts shall be billed on a 50/50 basis. Billing will occur at the conclusion of the school year and prior to August 31.
5. Program costs such as instructional supplies, repairs, equipment and general supplies shall be purchased independently by each district base on each district's unique needs.
6. Should any district wish to discontinue the sharing arrangement for the ensuing school year it is required that notification, in writing, be submitted to the other district prior to February 1.
7. Should the position be vacated by the incumbent instructor both districts shall participate in filling the position.
8. The parties understand and agree that each District will be responsible for implementing the level of training for said employee that is deemed necessary in said District's discretion, to allow the employee to satisfactorily perform the duties expected. The employee will be subject to the individual policies, procedures and requirements of each District while performing services for each District and each District assumes responsibility for overseeing the employee's work for their respective District. In the event any action, conduct or wrong doing, whether by omission or commission, of the employee occurs in the course and scope of fulfilling this contract, the District incurring any damage or loss as a result of said employee's conduct agrees to assume responsibility for the same and in indemnify and hold harmless, the other District from any claims related thereto that are made against the other District.

_____ _____

Chairperson, Board of Education – ISD #786 Date

_____ _____

Chairperson, Board of Education – ISD #818 Dat

JOINT POWERS AGREEMENT FOR WADENA COUNTY
FAMILY SERVICE COLLABORATIVE

THIS AGREEMENT, made and entered into this 1st day of January, 2018 through December 31st, 2020, by and between Independent School District No. 821, Menahga, MN; Independent School District No. 820, Sebeka, MN; Independent School District No. 818, Verndale, MN; Independent School District No. 2155, Wadena-Deer Creek, MN; Mahube OTWA Community Action Partnership, MN; West Central MN Community Action Inc., MN; Wadena County; Wadena County Public Health; Wadena County Human Services and Todd-Wadena Community Corrections, hereinafter referred to collectively as the "Parties".

WHEREAS, Minnesota Statutes §§124D.23 and 245.491 permits public child-serving agencies to come together by mutual agreement to establish a family service collaborative and to establish an integrated children's service system; and

WHEREAS, the Parties agree that children's needs cross over the political boundaries of the Parties and that services need to be coordinated across traditional boundaries; and

WHEREAS, the Parties agree that an integrated system should be built upon existing agencies and governmental units and that this collaborative consists in large part of redefining relationships among agencies and political subdivisions;

NOW THEREFORE, inconsideration of the mutual promises and benefits that each Party shall derive and for other good and valuable consideration, receipt of which is hereby acknowledged, the Parties hereto do hereby establish the Wadena County Family Service Collaborative hereinafter referred to as the "Collaborative" and the Parties agree as follows:

ARTICLE I.
Purpose

The primary purpose of this corporation is exclusively charitable, scientific, literary or educational within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, or such other provisions of Minnesota or Federal Law as may from time to time be applicable. This corporation shall not be operated for profit but shall be operated exclusively for charitable purposes. The specific purpose of this corporation is to improve the social, emotional, educational and economic outcomes of all Wadena County children, adolescents and their families by mitigating risk factors and enhancing protective factors and for the purpose of creating an integrated service delivery system for children, adolescents, and their families with multiple and special needs.

ARTICLE II.
Governing Board

2.01. **Establishment of Governing Board.** Legal authority of the Collaborative shall be exercised by a governing board, hereinafter referred to as the "Board". The Board shall exercise revenue and expenditure authority. The Board shall consist of one (1) member

representing each of the Parties to this agreement, each regular member assigned to represent a governmental unit as defined by Minn. Stat. §471.59, Subd. 1. Appointment of members and alternates to the Board shall be determined by a process established by each represented governmental unit. Members of the Board representing governmental units shall appoint additional members of non-governmental entities pursuant to Minn. Stat. §124D.23, Subd. 1.

2.02 **Exercise of Powers.** The Parties hereby agree to exercise cooperatively any power common to the Parties or any similar powers, including those which are the same except for the territorial limits within which they may be exercised.

2.03 **Duties of Governing Board.**

A. Board shall establish its program within the goals and directives of Minn. Stat. §124D.23, Subd. 4 and define the scope of the system to be established, including the target population.

B. Board shall establish an integrated fund pursuant to Minn. Stat. §124D.23, Subd. 6 as set forth hereinafter.

C. Board shall negotiate integrated fund contributions from each Party.

D. Board shall approve an annual revenue and expenditure budget at its annual meeting by approval of two-thirds (2/3) of the members of the Governing Board in attendance.

E. Board shall appoint a fiscal agent from among the Parties to this agreement. The fiscal agent shall:

i. Establish and maintain a separate accounting system.

ii. Receive and maintain funds assigned by the Board.

iii. Receive local, state and federal grant dollars, cash and charitable contributions.

iv. Disburse funds at the direction of the Collaborate Administrator.

v. Account for revenues and expenditures and produce appropriate financial statements according to categories determined by the Board.

vi. Provide reports as required by state and federal agencies.

vii. Designate a staff person for collaborative duties who shall report to the Collaborative Administrator.

viii. Prepare periodic financial reports to the Board.

F. Through its fiscal agent receive funds contributed by Parties to this agreement and funds from the State of Minnesota, the Federal government and from any lawful governmental or private source, including gifts.

G. Apply for and/or accept gifts, grants, loans and other assistance from any lawful source.

H. Through its fiscal agent, expend funds and enter into contracts for the purposes described in this agreement and in accordance with the operating budget.

I. Employ and supervise a Collaborative Administrator who may be, at the Board's discretion, an employee of the Collaborative or of any Party.

J. Notify all Parties at least one (1) fiscal quarter before the beginning of each fiscal year of any anticipated additional financial expenses for the forthcoming year.

K. Maintain a broad community representation by appointment of representatives of non-governmental entities as set forth in Minn. Stat. §124D.23, Subd. 1.

L. Adopt By-Laws for operating procedure.

2.04 **Voting**. The Governing Board shall function by a majority vote. Each Party shall have one (1) vote and voting by proxy shall not be allowed.

2.05 **Officers.** The Governing Board shall elect a Chairperson, a Vice Chairperson and a Recording Secretary. The officers shall be elected for a term of one (1) year and each officer may serve two (2) consecutive terms and after a lapse of one (1) year, may be re-elected. The chairperson shall preside at all meetings of the Collaborative, serve as ex officio member of all committees, appoint special and standing committees, and the Chairperson of each such committee, provide agenda items to the Secretary and participate in orientation of new members. The Vice Chairperson shall preside at Collaborative meetings in the absence of the

Chairperson and fill out a term vacated by the Chairperson. The Recording Secretary shall type and distribute agendas, record, type and distribute minutes of the meetings, prepare correspondence, maintain an attendance schedule and maintain a schedule of terms of membership.

2.06 **Meeting.** The Governing Board shall meet three (3) times per calendar year, or as sufficient to meet the needs of the Collaborative. Special meetings of the Collaborative may

be called by the Chairperson or upon request of the Chairperson by a minimum of three (3) Parties.

An annual meeting shall be held at the first meeting of each calendar year for the purpose of electing officers for the year and for other Collaborative business.

2.07 **Quorum.** A quorum shall consist of one-half (1/2) of the members. A member shall be considered present if connected to the meeting by interactive television or by speaker phone. Roberts Rules of Order shall be followed.

2.08 **Per Diem Payments.** The Board shall establish a policy for per diem payments. A governing Board member representing a governmental unit shall first seek per diem reimbursement from his or her representative governmental unit.

ARTICLE III.
Integrated Fund

3.01 **Establishment of Fund.** The Parties agree to establish an integrated fund for the purpose of financing mutually agreed upon programs and strategies, and increasing the flexibility of funding sources. The integrated fund will be used to help provide an integrated service system and fund additional supplemental services.

3.02 **Control.** Control of the integrated fund shall be under the direct control of the Governing Board and shall be administered under the Board's control by such fiscal agent as the Board shall appoint.

3.03 **Asset Integrated Fund.** The integrated fund shall consist of both monetary and in-kind resources to which a monetary value shall be assigned by agreement between the contributor and the Board.

3.04 **Grants and Contributions.** Grants and contributions to the Collaborative shall be maintained by the fiscal agent and shall not be considered as contributions from any particular Party or Parties.

3.05 **Minimum Financial Contributions.** The Parties agree to contribute a minimum of One and no/100 Dollar ($1.00) per calendar year to the integrated fund. The schedule of contributions shall be renegotiated each year and approved at the annual meeting.

3.06 **Matching Funds.** The Collaborative shall seek to maximize Federal and private funds by designating local expenditures for services that can be matched with Federal and private grant funds and by designating services to meet the requirement for State or Federal reimbursement.

ARTICLE IV.
Duties of the Parties

4.01 **Members.** Appoint one (1) member of its Governing Board to the Collaborative Governing Board.

4.02 **Support Staff.** Assign staff as needed to the operation of the integrated service system to accomplish the mission of the Collaborative.

4.03 **Participation.** Participate in programs and projects operated by the Collaborative.

ARTICLE V.
Liability

5.01 **Liability.** A governmental unit participating in a joint venture or joint enterprise, including participation in a cooperative activity undertaken pursuant to this section or other law, is not liable for the acts or omissions of another governmental unit participating in the joint venture or joint enterprise, unless the participating governmental unit has agreed in writing to be responsible for the acts or omissions of another participating governmental unit.

5.02 **Covered Parties.** Covered Parties shall include any individual engaged in the activities of the Collaborative, including but not limited to signatories to this agreement, members of the Governing Board or any advisory committee, staff employed by the Collaborative, staff employed by a Party and assigned to the Collaborative, volunteers, parents and consumers while performing duties for the Collaborative or any other individual not affiliated with an insured organization while performing Collaborative duties.

5.03 **Limitation of Liability.** It is understood and agreed that the liability shall be limited by the provisions of Minn. Stat. §466 (tort liability, political subdivisions) and other applicable law and that such liability limits shall apply to any and all signatories to this agreement and to any and all individuals while performing duties for the Collaborative.
For purposes of determining total liability for damages, the participating governmental units and the joint board, if one is established, are considered a single governmental unit and the total liability for the participating governmental units and the joint board, if established, shall not exceed the limits on governmental liability for a single governmental unit as specified in Minn. Stat. §§3.736 or 466.04, subdivision 1, or as waived or extended by the joint board or all participating governmental units under Minn. Stat. §§3.736, subdivision 8; 466.06; or 471.981. This paragraph does not protect a governmental unit from liability for its own independent acts or omissions not directly related to the joint activity.

5.04 **Cost.** The cost of any such insurance shall be included in the annual operating budget established pursuant to this agreement. Claims, liabilities, obligations, losses and expenses, including reasonable attorney's and professional fees, judgments and costs paid or incurred by the Collaborative which arise out of its performance or failure to perform its duties under this agreement shall be included in the annual operating budget for the next calendar year. If a participating governmental unit has procured or extended insurance coverage

pursuant to Minn. Stat. §§3.736, subdivision 8; 466.06; or 471.981 in excess of the limits on governmental liability under Minn. Stat. §§3.736 or 466.04, subdivision 1, covering participation in the joint venture or joint enterprise, the procurement of that insurance constitutes a waiver of the limits of governmental liability for that governmental unit to the extent that valid and collectable insurance or self-insurance, including, where applicable, proceeds from the Minnesota Guarantee Fund, exceeds those limits and covers that governmental unit's liability for the claim, if any.

ARTICLE VI.
Term

6.01 **Term.** The term of this agreement shall commence on the 1st day of January, 2018, notwithstanding the dates of the signatures of the Parties, and shall continue in full force and effect until December 31st, 2020, unless earlier terminated by the Parties. This agreement may be renewed by written agreement of all of the Parties for such period of time as may be agreed upon.

ARTICLE VII.
Amendment

7.01 **Amendment.** This agreement may be amended only by the agreement of two-thirds (2/3) of the participating Parties. Notice of any proposed amendment must be provided in writing to all participating Parties at least thirty (30) days in advance of the Governing Board meeting prior to the effective date of the proposed amendment.

ARTICLE VIII.
Withdrawal and Termination

8.01 **Essential parties.** Minn. Stat. §124D.23 requires a minimum of one (1) school district, one (1) county, one (1) public health entity and one (1) community action agent in order to qualify as a Family Service Collaborative. In the event a withdrawal of a party resulting in less than the statutorily minimum governmental units shall result in a termination of this agreement.

8.02 **Withdrawal.** Any Party may withdraw from this agreement by passage of a resolution by its Governing Board declaring its intent to withdraw on a specific date, which date shall not be less than 180 days from the date of resolution and receipt of that resolution by the Collaborative Governing board at its regularly scheduled board meeting.

8.03 **Fiscal Obligation.** If a Party exercises its option to withdraw, the withdrawing Party shall remain liable for fiscal obligations incurred prior to the effective date of withdrawal, but shall incur no additional fiscal liability beyond the effective date of withdrawal.

8.04 **Refunds.** The withdrawing party shall not be entitled to a refund of contributions made to the integrated fund or other fees paid or in-kind services rendered to operate the Collaborative.

8.05 **Mutual Agreement to Terminate.** Notwithstanding the individual party's authority to withdraw, this agreement shall continue in force until all participating Parties mutually agree to terminate this agreement by joint resolution or until necessitated by law or decision of a court of competent jurisdiction. After the effective date of termination, the Board shall continue to exist for the limited purpose of discharging the Collaborative's debts and liabilities, settling its affairs and disposing of integrated fund assets.

ARTICLE IX.
Disposal of Funds and Property Upon Dissolution

9.01 **Distribution of Assets.** Upon termination of this agreement, all property and remaining funds of the Collaborative shall be divided among the remaining members. Distribution shall be determined on the basis of the number of years of participation by each member and the proportionate contribution paid pursuant to this agreement by the individual members.

ARTICLE X.
General Provisions

10.01 **Entire Agreement, Amendment.** This agreement contains the entire agreement of the Parties and shall supersede all oral and written agreements and negotiations by the Parties relating to the subject matter of this agreement. This agreement may be amended only by written agreement of all Parties.

10.02 **Severability.** The provisions of the agreement are severable. If any paragraph, section, subdivision, sentence, clause or phase of the agreement is for any reason held to be contrary law or contrary to any rule or regulation having the force and effect of law, such decision shall not affect the remaining portions of this agreement.

10.03 **Address.** All notices or communications required or permitted and all correspondence shall be directed to the Collaborative at the following address:

Wadena County Family Services Collaborative
124 First Street Southeast
Wadena, MN 56482

10.04 **Successors.** Each Party binds itself and its successors, legal representatives and assigns to the other Parties and to the Party's successors, legal representatives and assigns in respect to all rights and obligations under this agreement.

10.05 **Books and Reports.** Each Party agrees to make its books and records pertaining to its performance under this agreement available to each other Party and to keep such documentation for three (3) years following termination of this agreement.

10.06 **Effective Date.** This agreement shall be effective on January 1st, 2018.

JOINT POWERS AGREEMENT FOR
WADENA COUNTY FAMILY SERVICE COLLABORATIVE
January 1, 2018 to December 31, 2020

Agency: Independent School District No. 818, Verndale, MN

Approval Date: _____

Approved By: _____
Name/Position

Signature: _____

Date: March 20, 2018
To: Agency Directors, School Superintendents
From: Cindy Pederson, FSC Director
RE: Request for hire for position for the FSC

Please read through the following and then:

- Consider thoughtfully being the potential agency or school who can meet this need
- Read through the full packet also sent, but understand that much of the programming detail will come with program planning as part of this position, and some of the planning may be adjusted as the project moves forward
- Ask if you have any questions
- **Let me know by the end of March** if possible if you have initial interest in this, I will send a reminder at the end of March based on responses

Following is some basic information RE: the decision to move forward the Family Services Collaborative Board to hire a person to provide support to our schools and agencies in the areas of Adverse Childhood Events (ACEs), trauma informed care, social emotional development and mental health/chemical dependency support to students/staff in a group or systems change manner (for example, not one on one mental health therapy.

Time frame for hire – As soon as possible, and not later than Fall 2018. Ideally there would be some time for planning in Summer 2018 so that some programming would be in place for Fall 2018. The FSC board meets next at the end of May, but this meeting date can be adjusted to meet the needs of the hiring process. I could help with position descriptions, etc. if needed.

Qualifications: Four year degree in social work, mental health, community health, education or related degree area. Preferred experience: Program development; social emotional, trauma informed care, mental health or chemical dependency; child/youth development or interaction.

General position assignment areas – program planning in the areas listed above, exactly how the programing will be implemented will depend in part on the planning completed and the input/needs from the partnering agencies and schools.

FTE – this could be close to full time or full time. For example, in a school setting this might be a 10 month contract. It is anticipated that the school year will be a busier time of year, so some flexibility in the scheduling if less than full time may be helpful to meeting the needs. Or if hired by an agency that operates full time year round who could share the assignment with other agency needs and then have some time used in the summer for those agency needs.

Budget – To be determined based on your salary schedules and the qualifications/experience of the person hired. Indirect coverage would be a negotiable line item.

Contract – A contract would be developed between the Family Services Collaborative and the agency or school who is able/chosen to hire the individual. The length of contract will be tailored to meet the needs of the agency or school holding the position. For example, a 3 year or longer contract may be optimal for hiring and retention of staff, and for approval/budgeting purpose. Annual budget approval could be worked into the contracting process.

Verndale School
Snow Day Make-Up Day Options

Student Day on April 2 - Make up the student day missed on March 5. This may be necessary with the number of student absences that have occurred with special events and activities.

Staff Day on April 2 - This could be used to get a good handle on Level 2 HRS work. The day would be 6 hours (8 am - 3 pm with an hour lunch break).

Staff Day on May 30 - We would use Tuesday, May 29 for staff recognition, review of annual goals, HRS review, and plans for the next school year. May 30 would be a planning and end-of -year checkout day. The day would be 6 hours (8 am to 3 pm with an hour lunch break).

Staff make up day outside of contract time. This would require 6 hours of time in a combination of independent work on HRS activities and time in PLCs.

March 5th will be made up in the following way:

The consensus was to make up the day outside of contract time. Teachers will have four hours to work on specific items for HRS and their own classrooms. The remaining two hours will be used in professional learning communities (PLCs) to discuss the work that was completed during the four hours individually.

The support staff will make up the time as follows:

- Custodians reported for duty that day or took vacation time.
- Paraprofessionals will make up four hours during the last 2 two-hour late starts. This time will be used for specific training needs.
- Food service staff will work with Vickie to determine how the time will be made up. Some of the time will be used to clean the kitchen area at the end of the school year.
- Bus drivers will work with Wade to determine the best way to make up the time. Time could be used to clean buses, prepare for the annual inspection, or training. Drivers could also use personal time in place of making up the time.
- Clerical staff will make up the time to finish filing and preparing for the next school year. This time will be made up during the two-hour late starts or at the end of the year. The staff can also use vacation time to make up this day.

Work Projects Summer 2018

1. Coil cleaning / Maintenance - $850.00 Climate Makers
2. Concrete curb, spillway, Class 5 & 2" crushed tar. $6720 Braaten, $733.86 Youngbauer, $3,102 Shingledecker
3. Tuckpointing – Jimmy Brown $650.00
4. Doorway from choir room. $1,700.00
5. Lead testing $1,500.00 / Once every 5yrs.
6. Doors closers and labor- $1,400.00
7. Exemplary fund projects – Playground equipment $2,600.00 / Basketball court playground area $6,600.00

VERNDALE PUBLIC SCHOOLS
Independent School District No. 818, Wadena County
VERNDALE, MINNESOTA 56481-3000

K-12 Principal / District Assessment Coordinator Report

April 2, 2018

1. Events of the Past Weeks
    a. Band Large Group Contest – February 28th
        i. The group received a Superior Rating
    b. Parent Teacher Conferences – March 6th / March 8th
    c. Scholastic Book Fair – March 6th-8th
    d. Lunch with a Loved One – March 6th-8th
    e. Elementary Student of the Month for January – March 8th
        i. Wyatt Mead – 1st Grade – Mrs. Jones
        ii. Shawn Schmitz – 5th Grade – Mrs. Marquardt
    f. Middle School Knowledge Bowl Regional Meet – March 8th
        i. Tyler Fiskum, Austin Ludovissie, Dalton Moyer, Kaley Quam, and Aubrey Hess placed 8th in the regional meet
    g. Kindergarten Roundup – Monday, March 12th
    h. Choir / Band Concerts – Thursday, March 15th
    i. Spring Pictures – March 19th
    j. High School Knowledge Bowl Regional Meet – March 19th
        i. Emily Veronen, Addison Neal, Tristen Heller, and Haley Youngbauer placed 9th in the regional meet
    k. Career & Technical Education Advisory Meeting – March 22nd
    l. End of 3rd Quarter – March 23rd
    m. Choir / Band Trip – March 24th – April 1st
    n. National Wrestling Tournament
        i. Congratulations to Craig Orlando for winning the sophomore division NHSCA National Tournament
    o. Spring Sports Updates
2. Upcoming Events
    a. 9th Grade Visit to Alexandria Technical College / Area Business Tour – Tuesday, April 3rd
    b. Two-Hour Late Start – Wednesday, April 4th
    c. Band Solo/Ensemble Competition – Wednesday, April 4th
    d. Curriculum Review Meeting – Monday, April 9th at 3:30 pm in the FACS room
    e. NJPA Student Recognition Banquet – Wednesday, April 11th
    f. Choir Solo/Ensemble Competition – Wednesday, April 11th

g. 4th-6th Grade STEAM Stars Event in Fergus Falls – Monday, April 16th
h. High School Day of Caring – Wednesday, April 18th
    i. Monday, April 23rd will be the backup day in case of poor weather
i. Prom – Saturday, April 21st
j. Blood Drive – Wednesday, April 25th
k. Senior Class Trip – Friday, April 27th – Monday, April 30th
l. 2-Hour Late Start – Wednesday, May 2nd

3. ALICE Update
    a. We did our first school-wide ALICE practice drill on Tuesday, March 20th
    b. All students participated in age-appropriate ALICE training sessions in the prior to the drill
    c. We will continue to implement phases of ALICE response
4. High Reliability Schools Program Update
    a. Level 1 Certified
        i. Dr. Phil Warrick visited Verndale on Monday, March 12th to evaluate our progress
        ii. We received High Reliability School Level 1 Certification!
        iii. We will continue working to improve Level 1 – Safe and Collaborative Culture as we work on Level 2 – Effective Instruction in Every Classroom and Level 3 – Guaranteed and Viable Curriculum
    b. Instructional Rounds
        i. Teaching staff completed a 2nd round of Instructional Rounds this past month
            1. This is our new system for replacing peer observations
            2. Instructional Rounds are facilitated by our HRS Coach, Mr. Parker
    c. Staff Workshop Day – March 29th
        i. We spent 3 hours in the morning working through Instructional Unit Planning using the elements from The New Art & Science of Teaching framework.
    d. Upcoming Webinar – Tuesday, April 10th
        i. Staff will have the opportunity to participate in an after school webinar with Phil Warrick to discuss some of our progress in Level 2
    e. HRS Networking Session – Thursday, April 19th
        i. A team from Verndale will participate in an HRS Networking session at NJPA with other area schools who are working through the Marzano HRS process
5. MCA Testing
    a. MCA Testing will start for 3rd through 8th grade, 10th, and 11th grade students in April

Superintendent
April 2, 2018

Verndale School Enrollment Update – Students K-12

September 2007	425	September 4, 2013	496
May 2008	431	May 30, 2014	502
September 2008	465	September 5, 2014	517
May 22, 2009	462	May 22, 2015	523
September 23, 2009	485	September 1, 2015	530
May 19, 2010	468	May 20, 2016	522
September 8, 2010	483	September 6, 2016	537
May 18, 2011	486	May 31, 2017	547
September 22, 2011	480	September 8, 2017	542
May 23, 2012	466	September 26, 2017	542
September 18, 2012	486	November 3, 2017	547
May 3, 2013	485	December 1, 2017	549
		January 5, 2018	546
		February 2, 2018	547
		March 2, 2018	547
		April 2, 2018	547

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

1. **Spring Sports' Seasons -** The spring sports' seasons have started. Unfortunately, the weather has not cooperated forcing the practices to be held indoors. The track team has been able to compete in a couple of indoor meets. With the latest weather forecast, it looks like the teams will not be moving outside anytime soon.

2. **Band and Choir Orlando Trip -** The band and choir students had a great time in Orlando last week. Forty-eight students and three chaperones enjoyed a day at the beach and 4 days at various theme parks. Both groups performed to great audiences at Disney Springs. The students represented our school and community very well.

3. **Phil Warrick HRS Level 1 Certification -** The Verndale School District was certified in Level 1 of the High Reliability Schools framework. Dr. Warrick reviewed the school practices and procedures for safety and collaboration on Monday, March 12. During his visit, he talked with students and staff to make sure our written practices were being used regularly in our building. He said the feedback he received from the students and staff was that our school was a safe place.

This is a great honor for our school district, as Verndale is the first school in the state of Minnesota to be certified in Level 1. The school district is fortunate to have the financial support from NJPA for this project. As a result, our school will be a demonstration site for other schools to visit in the future. These visiting schools may be from the region, state, or other parts of the country.

4. **Class of 2018 -** The last day of school for seniors is scheduled for Friday, May 18. This will need to be modified if the school has any additional snow days this spring. The students need to be in school for a minimum of 165 days and at least 1020 hours. Graduation will be held on Friday, May 25 at 8:15 pm in the new gym.

5. **ALICE Active Shooter Response Drill -** The students and staff practiced the barricade portion of the ALICE Active Shooter training. Staff members had the students review the procedures for this type of response to a dangerous situation in our school building. The district will conduct a few more practice drills this spring using this method.

6. **Mock Accident-** Emergency responders will be conducting a mock accident drill for our high school students on Friday, April 20. Law enforcement and the first responders coordinate this drill just prior to Prom every three years.

7. **Bus Driver and Support Staff Negotiations -** The district will be meeting with the support staff and bus driver units for negotiations on Tuesday, April 2. Negotiations with the support staff unit will begin at 3:30 pm and the bus driver unit will follow at 5:00 pm. This is the first meeting for the support staff group and the third meeting for the bus driver unit.

Upcoming Events

Two-Hour Late Start	April 4
Health and Safety Meeting	April 12
Mock Accident	April 20
May Two-Hour Late Start	May 2
May School Board Meeting	May 7