



~Mission Statement~

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

**SCHOOL BOARD AGENDA
ORGANIZATIONAL & REGULAR MEETING
Monday, January 8, 2018
6:00 PM
MEDIA CENTER**

Organizational Meeting

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

XVIII. Set School Board Member Compensation

Regular Board Meeting

- I. Approve or Amend Agenda
- II. Recognize Visitors/Public Forum
- III. Approve Consent Agenda and Report Items
 - a. Approve Minutes from the December 4, 2017 Regular Board Meeting
 - b. Freshwater Education Report
 - c. Legislative Report
 - d. Approve Resolution to Accept Donation(s)
- IV. New Business
 - a. Approve Financial Reports/Payment of the Bills
 - b. Consider/Approve the Following Personnel Items:
 - i. Lane Change Requests
 - 1. Sheri Brewer
 - ii. Employee Contracts/Notices of Assignment
 - 1. Long-Term Substitute School Social Worker/Counselor
 - iii. Approve the 2017-2018 Seniority Lists
 - 1. Certified Staff
 - 2. Support Staff
 - 3. Bus Drivers
 - c. Approve Exemplary Projects for Funding
 - d. Approve Resolution Directing the Superintendent to Make Recommendations for Adjustments in Curriculum, Programs, and Staff for the 2018-2019 School Year
 - e. Approve the Following Programs/Contracts/Memberships:
 - i. Rural MN CEP Career Advising Contract for 2017-2018
 - f. Call for Quotes for FY 2018, 2019, and 2020 Audit
 - g. Cast Ballot for NJPA Board of Directors
- V. Administrative Reports
 - a. K-12 Principal/District Assessment Coordinator
 - b. Superintendent

Organizational Meeting Notes
January 8, 2018

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

The Pledge of Allegiance will be recited.

Determine a quorum (roll call)

Approve/Amend organizational meeting agenda

Call for nominations for Chairperson – **by Acting Chairperson**

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

Call for nominations for Vice Chairperson – by Chairperson

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

Call for nominations for Clerk – by Chairperson

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

Call for nominations for Treasurer – by Chairperson

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

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

The schedule would be February 5, March 5, April 2 (No School), May 7, June 11, August 13, September 10 (Preliminary Levy), October 1, November 5 (Fall PT Conferences), and December 3.

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

Depositories

Star Bank

MN School District Liquid Asset Fund (MSDLAF)

Investment Brokers

Ehlers Financial Services
TD Ameritrade

Paying Agent

Bond Trust Services

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

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

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

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

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

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

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

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

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

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

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

Chase Business Visa

Paul Brownlow Credit Limit \$21,000

Arick Follingstad Credit Limit \$2,000

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

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

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

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

\$80.00 per regular scheduled board meeting

\$10.00 per meeting additional compensation for the Board Chair

\$60.00 per extra meeting and committee meetings

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



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**SCHOOL BOARD AGENDA
ORGANIZATIONAL & REGULAR MEETING
Monday, January 8, 2018
6:00 PM
MEDIA CENTER**

Notes to Regular Board Meeting Agenda

- I. Approve or Amend Agenda
- II. Recognize Visitors/Public Forum
- III. Approve Consent Agenda and Report Items
 - a. Approve Minutes from the December 4, 2017 Regular Board Meeting - Enclosed.
Recommend Approval
 - b. Freshwater Education Report - None
 - c. Legislative Report - Paul
 - d. Approve Resolution to Accept Donation(s) - Enclosed. **Recommend Approval**
- IV. New Business
 - a. Approve Financial Reports/Payment of the Bills - Enclosed. **Recommend Approval**
 - b. Consider/Approve the Following Personnel Items:
 - i. Lane Change Requests
 - 1. Sheri Brewer - MA+10 to MA+20 - **Recommend Approval**
 - ii. Employee Contracts/Notices of Assignment
 - 1. Long-Term Substitute School Social Worker/Counselor -
Recommendation enclosed. **Recommend Approval**
 - iii. Approve the 2017-2018 Seniority Lists - The lists have been posted for staff to review and request changes. The enclosed lists are current and include any approved changes. **Recommend Approval**

1. Certified Staff
 2. Support Staff
 3. Bus Drivers
- c. Approve Exemplary Projects for Funding - The committee plans to review the projects on Monday. A list a proposed projects will be presented for approval at the meeting.
 - d. Approve Resolution Directing the Superintendent to Make Recommendations for Adjustments in Curriculum, Programs, and Staff for the 2018-2019 School Year - The resolution is an annual step to start the planning and budget process for the following school year. The resolution is enclosed for review. **Recommend Approval**
 - e. Approve the Following Programs/Contracts/Memberships:
 - i. Rural MN CEP Career Advising Contract for 2017-2018 - The Rural MN CEP Career Advising program supports our high school students with their college and career plans. They help each student develop an Individual Learning Plan (ILP) which is required by state mandate. The district is fortunate to have a portion of the other costs covered by a NJPA Innovative Funds grant.
Recommend Approval
 - f. Call for Quotes for FY 2018, 2019, and 2020 Audit - The three-year contract ended with our current auditing firm. The Request for Proposals (RFP) for a three-year auditing term is enclosed for your review. **Recommend Approval**
 - g. Cast Ballot for NJPA Board of Directors

V. Administrative Reports

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

December 4, 2017

The Verndale Public School Board of Independent School District No. 818, Verndale, Minnesota met for a regular meeting on Monday, December 4, 2017 at 6:30pm in the Verndale Media Center. The meeting was called to order by Chairman of the Board, Marcus Edin. The meeting started with the Pledge of Allegiance.

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

Members Absent: None

Others present: Supt. Mr. Brownlow, Principal Mr. Follingstad, Tracy Hegarty, and Mary Gronlund. Business Manager Dawn Anderson, and Jon Archer were present remotely.

Roll call was taken. A quorum was determined.

Motion by Bill Blaha, seconded by Scott Veronen to approve the agenda as presented by Mr. Brownlow, adding New Business item g. Nomination of NJPA Board Candidate. All voting in favor thereof, motion carried.

Recognition of the public.

Motion by Scott Veronen, seconded by Chris Youngbauer to approve the minutes from the November 6, 2017 Regular School Board Meeting. All voting in favor thereof, motion carried.

Freshwater Education Report: None

Legislative Report: Mr. Brownlow

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>Donor</u>	<u>Purpose</u>	<u>Amount</u>
Derek Peterson	Fall Play	310.00
Tri-County Hospital	School Supplies	50.00

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 4th day of December, 2017.

Signed:

Signature
Marcus Edin
Chairperson

Attest:

Signature
Scott Veronen
Treasurer

Old Business:

Motion by Chris Youngbauer, seconded by Bill Blaha to approve the second reading of the following policies:

Policy 402 – Disability Nondiscrimination Policy

Policy 521 – Student Disability Nondiscrimination

All voting in favor thereof, motion carried.

New Business: Motion by Bill Blaha, seconded by Shyla Hess to approve the Financial Reports/Payment of the bills. Voting in favor thereof, Shyla Hess, Marcus Edin, Chris Youngbauer, Tony Stanley, Scott Veronen, and Bill Blaha. Motion carried.

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

Motion by Bill Blaha, seconded by Chris Youngbauer to certify the final 2017 payable 2018 Levy with a 6.4% increase over last year's levy. Voting in favor thereof, Marcus Edin, Chris Youngbauer, Tony Stanley, Scott Veronen, Bill Blaha, and Shyla Hess. Motion carried.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve hiring Daryl Jacobson as Extra Curricular/Substitute Bus Route Driver, provided he meets the criteria to obtain a Minnesota School Bus endorsement. Voting in favor thereof, Chris Youngbauer, Tony Stanley, Scott Veronen, Bill Blaha, Shyla Hess, and Marcus Edin. Motion carried.

Motion by Chris Youngbauer, seconded by Scott Veronen to hire Ardith Carr as Long-Term Substitute Elementary Teacher. Voting in favor thereof, Tony Stanley, Scott Veronen, Bill Blaha, Shyla Hess, Marcus Edin, and Chris Youngbauer. Motion carried.

Motion by Bill Blaha, seconded by Shyla Hess to approve an increase in hours for Education Assistant Tamara Merk. Voting in favor thereof, Scott Veronen, Bill Blaha, Shyla Hess, Marcus Edin, Chris Youngbauer, and Tony Stanley. Motion carried.

Motion by Shyla Hess, seconded by Chris Youngbauer to approve the NutriStudents K-12 license agreement. All voting in favor thereof, motion carried.

Motion by Scott Veronen, seconded by Shyla Hess to set the date for the 2018 School Board Organizational Meeting for Monday, January 8, 2017 at 6:00pm, with the regular School Board Meeting to follow. All voting in favor thereof, motion carried.

Motion by Bill Blaha, seconded by Scott Veronen to nominate Chris Youngbauer as NJPA Board Candidate. All voting in favor thereof, motion carried.

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

Meeting adjourned at 7:33pm by Chairman of the Board, Marcus Edin.

Respectfully submitted by the Board,

Tony Stanley, Clerk

2018 MSBA Legislative Agenda

The Minnesota School Boards Association, a leading advocate for public education supports, promotes, and strengthens the work of public school boards.



Students

There are 847,000 students enrolled in Minnesota public schools.



School Boards

More than 2,000 locally elected school board members are responsible for the governance of school property, budget, curriculum, technology, taxes, student achievement and teacher quality - ensuring excellence and equity in all public schools.



Demographics

English Learners	8.3%
Special Education	15.4%
Free and Reduced Lunch	37.7%
Homeless	1.0%
Graduation Rate	82.2%



MSBA Priorities:

Special Education

The special education cross-subsidy for FY 2016 was \$679 million and is expected to grow. The projected growth suggests it is time to create a work group to design a plan to eliminate the cross-subsidy.



Teacher Retirement

In the most recent proposal, the estimate to fund the employer portion of TRA was \$64 million each year. The employer contribution should be the state's responsibility, so as not to divert funds from the district's general education fund.



Fair Funding

- Oppose using tax credits and scholarships for private education.
- Inequities in funding continue to exist. Telecommunications Equity Aid, should be fully funded to ensure all schools have affordable access to high-speed Internet service.



School Readiness

Pathway II Scholarships play an important role in increasing the access to high-quality preschool for Minnesota's neediest early learners. Funding should be restored and increased.



Accountability

Align the World's Best Workforce (WBWF) statute with the Every Student Succeeds Act (ESSA) to create one statewide accountability system.



Cyber Security

Schools are increasingly becoming targets for security breaches. Resources are needed to protect students, staff and parents with secure electronic systems.



School Trust Lands

In order to enforce the School Trust Lands director legislation that was passed in 2012, the role of director must be strengthened.



Ballot Language

As a bond expires and a new one proposed, ballot language should be changed to more accurately reflect the impact to the homeowner.



Teacher Shortage

Teacher shortage continues to be an issue. Alternative Pathways are necessary to attract non-traditional students into the teaching profession. The "Grow Your Own" program should be expanded to rural school districts.



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Minnesota School Boards Association

Reminder of Educator Licensing Transition

The 2017 Omnibus Education bill created a new state agency called the Professional Educator Licensing and Standards Board (PELSB) consolidating the current duties and responsibilities of the Board of Teaching (BOT) and the Minnesota Department of Education's (MDE) Educator Licensing Division. Beginning January 1, 2018, the 11 member board and their staff will oversee teacher licensing, teacher preparation, and teacher ethics in Minnesota. The legislation also redesigned teacher licensure in Minnesota.

Professional Educator Licensing and Standards Board (PELSB) Transition Highlights and Timeline

The law created PELSB to oversee and implement teacher licensing laws for the state of Minnesota. Beginning January 1, 2018, the current responsibilities carried out by MDE, Educator Licensing Division and the Board of Teaching will be consolidated into PELSB. PELSB will be responsible for (1) developing the teacher's code of ethics; (2) adopting rules to license public school teachers; (3) adopting rules for and approving teacher preparation programs; (4) issuing or denying license applications; (5) suspending, revoking, or denying a license based on qualifying grounds; and (6) verification of district and charter school licensure compliance.

On January 1, 2018, all staff currently employed by the MDE's Educator Licensing Division and their job responsibilities and all staff currently employed by BOT and their job responsibilities will become employees of PELSB.

What are the Changes for Customers?

- The PELSB office and monthly PELSB board meetings will continue to be at MDE.
- PELSB customers and visitors will go directly to the PELSB door where they will be buzzed in.
- Beginning January 1, 2018, all licensing information, including educator lookup, will be transferred to a new website <http://mn.gov/pelsb>.
- Beginning January 1, 2018, the current phone numbers for educator licensing will be disconnected. The new PELSB phone number is 651-539-4200.

Tier Licensure System Transition Highlights and Timeline

As a way to help transition current teachers into the new tiered system, on January 2018, all standard five year license expiration dates are extended by one year. Beginning July 2018, all new teacher licensing applications will follow the new tiered system and a new online licensing system will be launched. Beginning January 2019, all teacher licenses with an expiration of June 30, 2019, will begin renewing under the new tiered system.

Tiered Licensing System

- Tier 1 – Individuals and school districts or charter schools may apply for a Tier 1 license. The license is a one year license specific to a district or charter school and

specific to a content area. School may request up to three renewals, and more if “good cause” is proven, or if in a “shortage area” or for CTE licensure fields.

- Tier 2 – Individuals and school districts or charter schools may apply for a Tier 2 license. The license is a two year license specific to a district or charter school and specific to content area. The license can be renewed up to three times or more based on PELS adopted rules.
- Tier 3 – Individuals can apply for a Tier 3 license which is a three year license specific to a content area. Tier 3 licenses can be renewed an unlimited number of times as long as the individual meets licensure renewal requirements.
- Tier 4 – Individuals can apply for a Tier 4 license which is a five year license, specific to a content area. Tier 4 licenses can be renewed an unlimited number of times as long as the individual meets licensure renewal requirements.

Online System Availability

The online licensing system will be unavailable from 5 p.m. on December 27, 2017, until 8 a.m. on January 4, 2018, for system updates.

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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		
Donor	Purpose	Amount
West Central	2017 Santa Shop	100.00
Duane & Shelley Leonard	2017 Santa Shop	20.00
Diane and Larry Hahn	2017 Santa Shop	15.00
VFW Auxiliary No. 3922, 6th District Dept. of MN.	Make a Difference Day	100.00
Wilbur Desrocher	Clothes Program	50.00
Total District Donations		\$ 285.00

Where upon the Resolution was declared duly passed and adopted by the Verndale Public School Board this 8th day of January 2018.

Signed:

Attest:

Signature

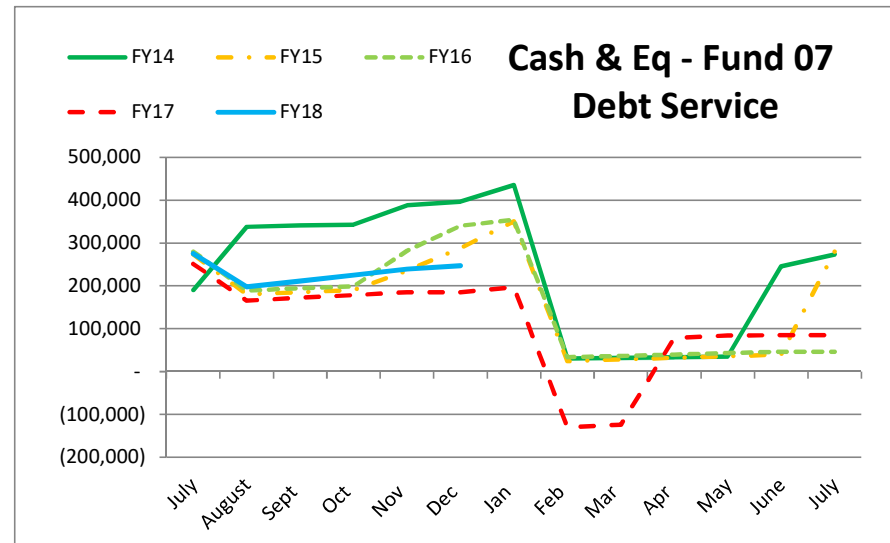
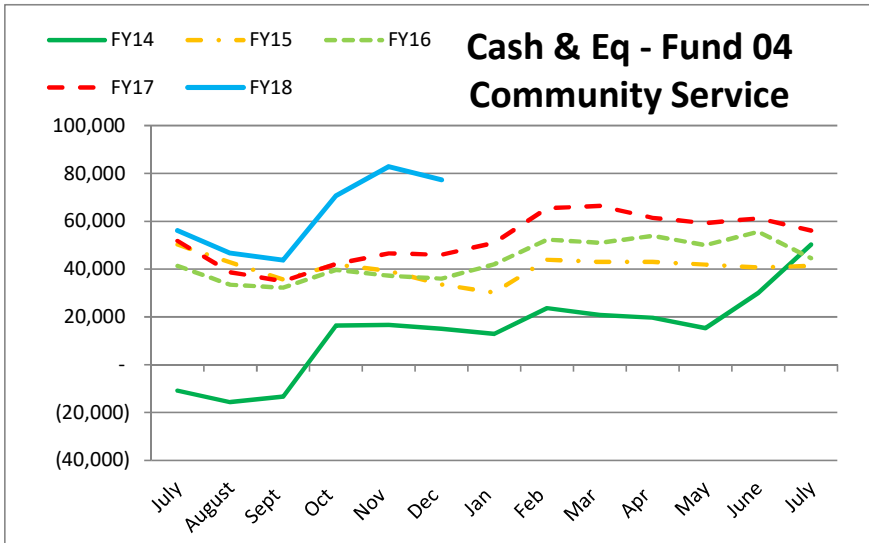
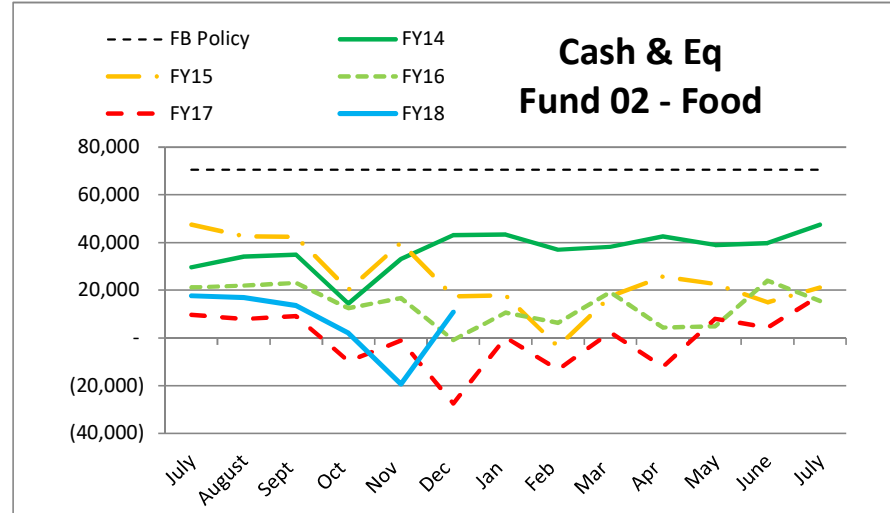
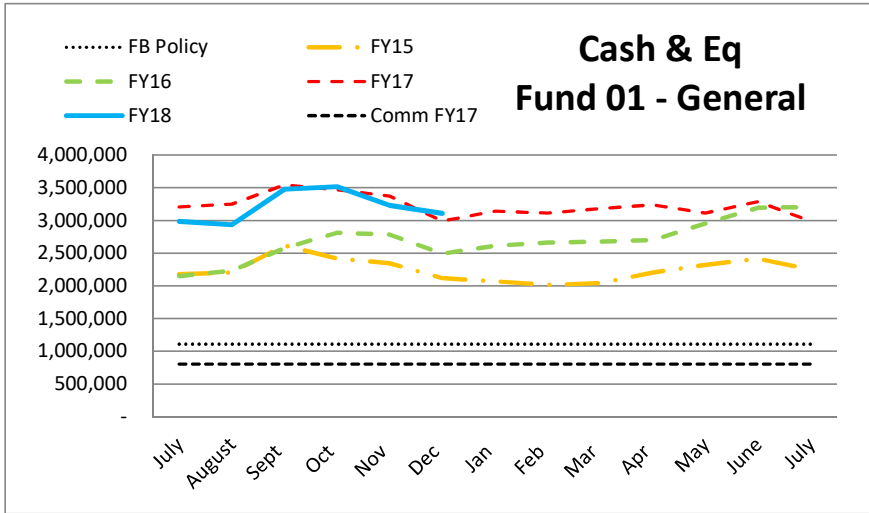
Marcus Edin
Chairperson

Signature

Scott Veronen
Treasurer

VERNDALE PUBLIC SCHOOL

DASHBOARD - DECEMBER 31, 2017





CASH BALANCES & ACTIVITY SHEET

VERNDALE PUBLIC SCHOOL ISD NO. 818

December 31, 2017

FUND	12/01/2017 BALANCE	RECEIPTS	DISBURSEMENTS	PAYROLL	MSDLAF TRANSFER	12/31/2017 BALANCE
01-Bank	\$ (149,464.31)	\$ 83,073.71	\$ (257,256.37)	\$ (216,047.64)	\$ 218,979.39	\$ (320,715.22)
01 - Ameritrade	\$ 805,300.22	\$ -	\$ -	\$ -	\$ -	\$ 805,300.22
01-MSDLAF - CD's	\$ 738,000.00	\$ -	\$ -	\$ -	\$ -	\$ 738,000.00
01-MSDLAF	\$ 2,520,118.50	\$ 290,328.47	\$ -	\$ -	\$ (68,979.39)	\$ 2,741,467.58
01-Total	\$ 3,913,954.41	\$ 373,402.18	\$ (257,256.37)	\$ (216,047.64)	\$ 150,000.00	\$ 3,964,052.58
02 - Bank	\$ (170,170.57)	\$ 8,154.47	\$ (30,788.64)	\$ (11,604.07)	\$ 181,020.61	\$ (23,388.20)
02-MSDLAF	\$ 181,020.61	\$ 22,709.99	\$ -	\$ -	\$ (181,020.61)	\$ 22,709.99
02-Total	\$ 10,850.04	\$ 30,864.46	\$ (30,788.64)	\$ (11,604.07)	\$ -	\$ (678.21)
04 - Bank	\$ 9,682.17	\$ 3,984.21	\$ (3,396.40)	\$ (5,010.34)	\$ -	\$ 5,259.64
04-MSDLAF	\$ 67,614.82	\$ 17,131.89	\$ -	\$ -	\$ -	\$ 84,746.71
04 - Total	\$ 77,296.99	\$ 21,116.10	\$ (3,396.40)	\$ (5,010.34)	\$ -	\$ 90,006.35
07 - Bank	\$ 508,189.39	\$ -	\$ -	\$ -	\$ -	\$ 508,189.39
07 -MSDLAF	\$ (261,212.22)	\$ 13.43	\$ -	\$ -	\$ -	\$ (261,198.79)
07- Total	\$ 246,977.17	\$ 13.43	\$ -	\$ -	\$ -	\$ 246,990.60
TOTAL	\$ 4,249,078.61	\$ 425,396.17	\$ (291,441.41)	\$ (232,662.05)	\$ 150,000.00	\$ 4,300,371.32

**VERNDALE PUBLIC SCHOOL
BOARD CHECKS PRESENTED FOR APPROVAL AND PAYMENT
JANUARY 08, 2018**

Check No.	Date	Vendor Name	Amount
<i>Checks 44136-44232 listed below have been issued and need approval in accordance with board policy.</i>			
44136	11/30/2017	230201 - NCPERS MINNESOTA	\$ 32.00
44137	11/30/2017	AVESIS Third Party Admin., Inc	\$ 101.08
44138	11/30/2017	LEGALSHIELD	\$ 94.54
44139	11/30/2017	OPERATING ENGINEERS	\$ 1,282.62
44140	11/30/2017	VERNDALE EDUCATION ASSN	\$ 3,872.04
44141	12/5/2017	GULER, BRIAN	\$ 125.00
44142	12/5/2017	LIEN, ERIK	\$ 125.00
44143	12/7/2017	BENNING PRINTING AND PUBLISHING	\$ 940.00
44144	12/7/2017	BURNS, STEVE	\$ 125.00
44145	12/7/2017	CLASSROOM DIRECT/SCHOOL SPECIALTY INC.	\$ 73.55
44146	12/7/2017	EDUCATORS BENEFIT CONSULTANTS, LLC	\$ 108.54
44147	12/7/2017	ELLINGSON PLUMBING & HEATING	\$ 1,105.35
44148	12/7/2017	FRESHWATER EDUCATION DISTRICT	\$ 25,287.08
44149	12/7/2017	GARY'S DIESEL REPAIR INC	\$ 543.84
44150	12/7/2017	HBI RADIO WADENA	\$ 104.00
44151	12/7/2017	LEAF RIVER AG SERVICE	\$ 930.75
44152	12/7/2017	MERICKEL LUMBER	\$ 11.18
44153	12/7/2017	MINNESOTA ENERGY RESOURCES	\$ 2,191.04
44154	12/7/2017	NORTHERN BUSINESS PRODUCTS, IN	\$ 194.73
44155	12/7/2017	PETERSON, DAVE	\$ 125.00
44156	12/7/2017	POPPLERS MUSIC STORE	\$ 18.99
44157	12/7/2017	SHI INTERNATIONAL	\$ 245.00
44158	12/7/2017	SUPER ONE	\$ 169.73
44159	12/7/2017	VERIZON WIRELESS	\$ 939.68
44160	12/7/2017	WADENA COUNTY PUBLIC HEALTH DEPT.	\$ 1,249.11
44161	12/7/2017	WASTE MANAGEMENT	\$ 949.54
44162	12/7/2017	WAYNE'S DISCOUNT	\$ 238.20
44163	12/7/2017	WEST CENTRAL TELEPHONE ASSN	\$ 306.16
44164	12/8/2017	KANGAS, HOWIE	\$ 100.00
44165	12/8/2017	MINHAM, DAN	\$ 150.00
44166	12/12/2017	BELLIG, SAM	\$ 125.00
44167	12/12/2017	LUTTIO, SCOTT	\$ 125.00
44168	12/12/2017	NUDELL, PARKER	\$ 125.00
44169	12/12/2017	OLAND, ANDREW	\$ 125.00
44170	12/14/2017	BSN SPORTS	\$ 862.47
44171	12/14/2017	CHASE CARD SERVICES	\$ 3,854.52
44172	12/14/2017	CLIMATE MAKERS INC	\$ 124.84

**VERNDALE PUBLIC SCHOOL
 BOARD CHECKS PRESENTED FOR APPROVAL AND PAYMENT
 JANUARY 08, 2018**

Check No.	Date	Vendor Name	Amount
44173	12/14/2017	DAILEY ELECTRIC, LLC	\$ 1,091.41
44174	12/14/2017	ECKROTH MUSIC COMPANY	\$ 448.19
44175	12/14/2017	FINNEY COMPANY	\$ 479.52
44176	12/14/2017	GRAHAM REFRIGERATION INC	\$ 293.78
44177	12/14/2017	INTERQUEST DETECTION CANINES	\$ 315.00
44178	12/14/2017	J & K TROPHY HOUSE	\$ 228.35
44179	12/14/2017	J.W. PEPPER AND SON, INC.	\$ 91.00
44180	12/14/2017	JMC COMPUTER SERVICE, INC	\$ 862.50
44181	12/14/2017	LARSON, OWEN	\$ 125.00
44182	12/14/2017	LEAF RIVER AG SERVICE	\$ 1,587.00
44183	12/14/2017	NORTHERN BUSINESS PRODUCTS, IN	\$ 22.99
44184	12/14/2017	SANDBERG, JOHN	\$ 125.00
44185	12/14/2017	SCHOOL NURSE SUPPLY, INC.	\$ 99.25
44186	12/14/2017	SIGNS & DESIGNS C. A. INC.	\$ 50.00
44187	12/14/2017	TAYLOR PUBLISHING COMPANY	\$ 238.50
44188	12/14/2017	VERNDALE GROCERY & TREASURES TOO	\$ 14.46
44189	12/14/2017	VIKING COCA-COLA BOTTLING CO	\$ 80.00
44190	12/21/2017	DAILEY ELECTRIC, LLC	\$ 74.00
44191	12/21/2017	DEAN FOODS INC	\$ 1,694.48
44192	12/21/2017	EARTHGRAINS BAKING CO'S INC	\$ 465.98
44193	12/21/2017	EITER, AUSTIN	\$ 125.00
44194	12/21/2017	EITER, TERRY	\$ 125.00
44195	12/21/2017	FRESHWATER EDUCATION DISTRICT	\$ 20.86
44196	12/21/2017	GENERAL PARTS LLC	\$ 482.93
44197	12/21/2017	GULER, BRIAN	\$ 125.00
44198	12/21/2017	HILLYARD/HUTCHINSON	\$ 416.21
44199	12/21/2017	IHNE III, MERLE	\$ 125.00
44200	12/21/2017	KANGAS, HOWIE	\$ 50.00
44201	12/21/2017	LARSON, OWEN	\$ 125.00
44202	12/21/2017	LEAF RIVER AG SERVICE	\$ 1,058.00
44203	12/21/2017	LINDBERG, JAN ERIK	\$ 125.00
44204	12/21/2017	MASON BROTHERS FOODS INC	\$ 429.03
44205	12/21/2017	MEDTOX LABORATORIES, INC	\$ 55.00
44206	12/21/2017	MINNESOTA POWER & LIGHT CO	\$ 8,636.42
44207	12/21/2017	NATIONAL JOINT POWERS ALLIANCE	\$ 180.00
44208	12/21/2017	NEW MANAGMENT, INC.	\$ 32.00
44209	12/21/2017	NORTHERN PINES MENTAL HEALTH CENTER	\$ 1,111.11
44210	12/21/2017	OTTERSON, NICK	\$ 125.00
44211	12/21/2017	SNOW, MIKE	\$ 125.00

**VERNDALE PUBLIC SCHOOL
 BOARD CHECKS PRESENTED FOR APPROVAL AND PAYMENT
 JANUARY 08, 2018**

Check No.	Date	Vendor Name	Amount
44212	12/21/2017	SPEECHGEEK.COM	\$ 34.95
44213	12/21/2017	SUPER ONE	\$ 208.82
44214	12/21/2017	TRI-COUNTY HEALTH CARE	\$ 196.00
44215	12/21/2017	UPPER LAKES FOODS	\$ 13,040.30
44216	12/21/2017	WICKMAN, MARYBETH	\$ 69.40
44217	12/21/2017	MARCO TECHNOLOGIES LLC	\$ 3,409.46
44218	12/21/2017	SUPER ONE	\$ 169.34
44219	12/22/2017	230201 - NCPERS MINNESOTA	\$ 32.00
44220	12/22/2017	AVESIS Third Party Admin., Inc	\$ 101.08
44221	12/22/2017	LEGALSHIELD	\$ 94.54
44222	12/22/2017	OPERATING ENGINEERS	\$ 1,282.62
44223	12/22/2017	VERNDALE EDUCATION ASSN	\$ 3,872.04
44224	1/4/2018	BELLIG, SAM	\$ 125.00
44225	1/4/2018	FREUDENBERG, JERED	\$ 85.00
44226	1/4/2018	KANGAS, HOWIE	\$ 40.00
44227	1/4/2018	KASSUBE, DONALD	\$ 85.00
44228	1/4/2018	MINNESOTA ENERGY RESOURCES	\$ 425.06
44229	1/4/2018	OLAND, ANDREW	\$ 125.00
44230	1/4/2018	ROSS, CHUCK	\$ 125.00
44231	1/4/2018	SCHMIDT, TED	\$ 85.00
44232	1/4/2018	SOLUM, BRADY	\$ 125.00
Checks 44233-44260, 44262-44264, 44266-44267 have not been issued and are presented for payment authorization.			
44233	1/8/2018	BENNING PRINTING AND PUBLISHING	\$ 261.00
44234	1/8/2018	BERTHA-HEWITT PUBLIC SCHOOLS - ISD #786	\$ 83,393.71
44235	1/8/2018	BOND TRUST SERVICES CORPORATION	\$ 340,336.25
44236	1/8/2018	CENTRAL MINNESOTA ERDC	\$ 875.00
44237	1/8/2018	CITY OF VERNDALE	\$ 1,019.30
44238	1/8/2018	CLASSROOM DIRECT/SCHOOL SPECIALTY INC.	\$ 59.95
44239	1/8/2018	CLIMATE MAKERS INC	\$ 1,034.50
44240	1/8/2018	CREATIVEIDEAS.COM	\$ 12.00
44241	1/8/2018	CULINEX	\$ 259.48
44242	1/8/2018	DAVIS, STEVE	\$ 100.00
44243	1/8/2018	DEAN FOODS INC	\$ 428.04
44244	1/8/2018	DICK BLICK	\$ 44.50
44245	1/8/2018	EARTHGRAINS BAKING CO'S INC	\$ 57.60
44246	1/8/2018	EDUCATORS BENEFIT CONSULTANTS, LLC	\$ 266.93
44247	1/8/2018	FRESHWATER EDUCATION DISTRICT	\$ 23,159.07
44248	1/8/2018	GARY'S DIESEL REPAIR INC	\$ 4,776.98

**VERNDALE PUBLIC SCHOOL
 BOARD CHECKS PRESENTED FOR APPROVAL AND PAYMENT
 JANUARY 08, 2018**

Check No.	Date	Vendor Name	Amount
44249	1/8/2018	GUARDIAN PEST CONTROL INC	\$ 63.85
44250	1/8/2018	HILLYARD/HUTCHINSON	\$ 102.58
44251	1/8/2018	LAKES COUNTRY SERVICE COOP.	\$ 2,166.67
44252	1/8/2018	LEAF RIVER AG SERVICE	\$ 3,567.40
44253	1/8/2018	MEI TOTAL ELEVATOR SOLUTIONS	\$ 136.24
44254	1/8/2018	NORTHERN BUSINESS PRODUCTS, IN	\$ 51.89
44255	1/8/2018	PARKERS PRAIRIE HIGH SCHOOL - ISD #547	\$ 6,192.10
44256	1/8/2018	ROCHESTER TELECOM SYSTEMS INC	\$ 63.28
44257	1/8/2018	SCHLENNER WENNER & CO., CPA'S, PA	\$ 10,680.00
44258	1/8/2018	STAPLES-MOTLEY PUBLIC SCHOOLS - ISD #2170	\$ 6,666.00
44259	1/8/2018	UPPER LAKES FOODS	\$ 5,885.96
44260	1/8/2018	VERIZON WIRELESS	\$ 1,060.74
44262	1/8/2018	WADENA COUNTY PUBLIC HEALTH DEPT.	\$ 103.02
44263	1/8/2018	WASTE MANAGEMENT	\$ 980.95
44264	1/8/2018	WAYNE'S DISCOUNT	\$ 87.51
44266	1/8/2018	KERN, KIM	\$ 38.98
44267	1/8/2018	SUPER ONE	\$ 153.83
<i>Check 44261 & 44265 Board Party Check presented for approval</i>			
44261	1/8/2018	VERONEN PROPERTIES, LLC	\$ 3,068.50
44265	1/8/2018	YOUNGBAUERS INC	\$ 712.50
TOTAL			\$ 590,535.47

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

Description	Payroll 11/30/2017	Payroll 12/15/2017	Payroll 12/22/2017
Payroll ACH Debit	\$ 112,836.71	\$ 110,499.93	\$ 121,563.76
Fed/OASDI/Med	\$ 36,735.52	\$ 36,282.16	\$ 39,964.83
State Taxes	\$ 5,498.54	\$ 5,449.60	\$ 6,054.60
TRA	\$ 14,632.96	\$ 14,424.52	\$ 15,433.28
PERA	\$ 6,222.09	\$ 6,005.77	\$ 6,588.41
EBC Section 125 cafeteria plan	\$ 4,082.59	\$ 3,881.85	\$ 3,816.48
EBC 403b/457 annuities	\$ 3,339.28	\$ 3,339.28	\$ 3,305.92
Other			
AFLAC - employee elections	\$ 388.13		\$ 388.13
Colonial - employee elections	\$ 386.92		\$ 386.92
Delta Dental - employee elections	\$ 680.35		\$ 680.35
Madison National - employee elections	\$ 1,037.04		\$ 1,037.04
Total Disbursements plus checks	\$ 186,164.71	\$ 180,097.84	\$ 199,603.35
payroll - checks	\$ 324.58	\$ 214.73	\$ 383.63
Net payroll	\$ 113,161.29	\$ 110,714.66	\$ 121,947.39

Mail

Calendar

Contacts

Deleted Items (2925)

Drafts [8]

Inbox (10071)

Junk E-Mail [151]

Sent Items

Click to view all folders

Outbox

Manage Folders...

Reply Reply All Forward X Junk Close

Re: Letter to the School Board requesting Lane Change

Sheri Brewer

Sent: Thursday, November 30, 2017 12:10 PM
To: Paul Brownlow
Attachments: Sheri Brewer ACP Exit 9-14~1.pdf (64 KB) [Open as Web Page]

Dear Board of Education,

Please accept this amended request to change lanes from MA+10 to MA+20. My updated official transcript will be sent to Kim Moske who will receive them and place them in the board packet for the January board meeting.

The following are a summary of classes:

MSUM:

- 4 credits Math 634 Probability and Statistics for Teachers4 credits Summer 2017
- 3 credits Math 512 Teaching Proportional Reasoning3 credits Fall 2017 (in process)

ACP Credits:

- 3 credits awarded for the first year (summer curriculum development) of STEM Stars - awarded 9/14/16 (see attached ACP Exit Form)

Sorry for the confusion,

Sheri Brewer
 Mathematics Teacher
 Verndale High School
 411 SW Brown St
 Verndale, MN 56481
 (218) 445-5184

From: Sheri Brewer <sbrewer@verndale.k12.mn.us>
Date: Friday, November 17, 2017 at 4:16 AM
To: Paul Brownlow <pbrownlow@verndale.k12.mn.us>
Subject: Letter to the School Board requesting Lane Change

To the Verndale Board of Education,

Please accept this letter of request to change lanes from MA+10 to MA+20. My official transcripts have been sent to Kim Moske who received them and placed them in the board packet for the next board meeting.

I have completed classes through Southwest Minnesota State University (SMSU) and Minnesota State University Moorhead (MSUM) in the process of obtaining 18 credits of masters classes with direct math content to enable me to continue to teach concurrent enrollment classes through Mstate.

The following are a summary of classes:

SMSU:

Math 501 Introduction to Mathematical Logic 2 credits

Spring 2016

Math 515 Advanced Topics in Discrete Math 4 credits

Summer 2016

Math 550 Real Analysis

4 credits Summer 2016

MSUM:

Math 634 Probability and Statistics for Teachers 4 credits

Summer 2017

Math 512 Teaching Proportional Reasoning 3 credits

Fall 2017 (in process)

I am currently taking the Math 512, but it is not needed for the lane change. I will finish this semester 1 credit short of the required 18 (for concurrent enrollment requirements), but plan on taking a Calculus course this summer through Summer Institute. This will be submitted through Staff Development.

Respectfully,

Sheri Brewer
Mathematics Teacher
Verndale High School
411 SW Brown St
Verndale, MN 56481
(218) 445-5184



Connected to Microsoft Exchange



~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: January 4, 2018
Re: Long-Term Substitute School Social Worker/Counselor

I recommend the Verndale School District hire Tom Nelson to be the long-term substitute school social worker/counselor. He will be paid according to the district policy for long-term substitute teachers.

Mr. Nelson has prior counseling experience in the school and a familiarity with the students. His experience, enthusiasm, and passion for students make him a great candidate for the position.

Sincerely,

Paul Brownlow
Superintendent



VERNDALE PUBLIC SCHOOLS

Independent School District No. 818, Wadena County

VERNDALE, MINNESOTA 56481-3000

To: All Staff

From: Mr. Brownlow, Superintendent

Re: Seniority Lists

Date: December 27, 2017

This memo is to notify all employees of the Verndale Public School that the seniority listings are attached and posted on the bulletin boards in the staff lounge, para lounge, and the main office. Please check these lists. If there are any corrections that need to be made, notify Mr. Brownlow by noon, Monday, January 8, 2018.

2017-2018 Seniority List - Teachers

<u>Name</u>	<u>Certified</u>	<u>Board Action</u>	<u>Expiration Date</u>
Lisa Paulson	1-6 Elementary Education	12/11/1986	2018
Bonnie Richter *	Pre-Kindergarten 1-6 Elementary Education K-12 Learning Disabilities K-12 Mild to Moderate Mentally HDCP K-12 Moderate to Severe Mentally HDCP	07/27/1987	2019
Diane Gillespie	1-6 Elementary Education K-8 Keyboarding for Computer Appl	09/20/1992	2019
Arthur Schluttner	1-6 Elementary Education 7-12 Coaching	06/30/1994	2020
Jeffrey Moore	5-12 Industrial Arts 7-12 Coaching 9-12 Teacher/Coordinator Work Based Lrng High School - Construction Occupations	08/09/1994	2020
Valerie Schmitz	1-6 Elementary Education 7-12 Coaching K-12 Learning Disabilities	08/29/1994	2018
Kelly Youngbauer	7-12 Life Sciences 7-12 Coaching K-12 Health Education 5-8 Science 9-12 Earth and Space Science	08/11/1995	2022
Timothy Fiskum	7-12 English/Language Arts 7-12 Coaching	06/18/1996	2020
Timothy Seaton	K-12 Physical Education 7-12 Coaching	09/01/1996	2018
Gregory Johnson	K-12 Physical Education 7-12 Coaching 5-12 Health Education	06/08/1999	2020
Matt Jones	7-12 Business Education - All - K-12 Physical Education 5-12 Business	05/28/2002	2020

2017-2018 Seniority List - Teachers

<u>Name</u>	<u>Certified</u>	<u>Board Action</u>	<u>Expiration Date</u>	
Heather Arroyo	K-6 Elementary Education	TOSA	05/23/2005	2018
Jennifer Veronen	K-6 Elementary Education 7-12 Coaching		06/27/2005	2022
Daniel Johnson	1-6 Elementary Education		09/07/2005	2021
Jordan Hinkle	5-12 Communication Arts/Literature		05/22/2006	2019
Sara Ross	K-6 Elementary Education B-Grade 3 Early Childhood Education		07/25/2007	2022
Sheri Brewer	5-12 Mathematics		08/20/2007	2020
Stephanie Brownlow	K-12 Band 5-12 Classroom Music		07/28/2008	2019
Shalom Grandy	K-12 Physical Education 5-12 Health Education Pre K-12 Developmental/Adapted Physical Ed		08/25/2008	2018
Katie Bolland	K-12 Developmental Disabilities	TOSA	05/26/2009	2019
Samantha Schmitz	5-12 Social Studies - All -		05/26/2009	2019
Tracy Hegarty	7-12 Life Sciences 7-12 Earth and Space Science 9-12 Provisional Physics 9-12 Chemistry		06/27/2011	2021
Katherine Ervasti	K-12 Emotional Behavioral Disorders		06/27/2011	2021
Rachel Johnson	K-6 Elementary Education 5-8 Communication Arts/Literature	TOSA	06/27/2011	2019
Jennifer Blickenstaff	K-6 Elementary Education 5-8 Mathematics		08/08/2011	2022
Maria Uselman **	K-6 Elementary Education		08/08/2011	2019
Meagan Ferris	B-Grade 3 Early Childhood Education		05/09/2012	2021
Vanessa Waldahl	K-6 Elementary Education		08/23/2013	2018

2017-2018 Seniority List - Teachers

<u>Name</u>	<u>Certified</u>	<u>Board Action</u>	<u>Expiration Date</u>
Amy Ashbaugh	K-12 Spanish	08/23/2013	2019
Debra Hutson	K-12 Vocal and Classroom Music K-12 Instr (Band/Orc) and Classroom Music	05/05/2014	2019
Jamie Adams	K-6 Elementary Education B-12 Autism Spectrum Disorders	06/16/2014	2018
Rachel Bounds	7-12 Mathematics	06/18/2015	2020
Alicia Jones	Pre-Kindergarten K-6 Elementary Education	08/10/2015	2021
Kelli Marquardt	K-6 Elementary Education	04/06/2015	2019
Katie Tackmann	K-12 School Counselor	04/06/2015	2020
Angie Orsburn	K-12 Academic and Behavioral Strategist	01/19/2016	2021
Abelein Dunn***	K-12 Developmental Disabilities K-12 Academic and Behavioral Strategist	12/05/2016	2018
Jennifer Cameron	1-6 Elementary Education	06/12/2017	2020
Alicia Strayer	K-6 Elementary Education	06/12/2017	2018
Nicholas Bunio	K-12 Inst (Band/Orc) and Classroom Music	.78 FTE 06/12/2017	2020
Olivia Wermers	B-Grade 3 Early Childhood Education	07/10/2017	2022
Angela Wallin	1-6 Elementary Education	08/14/2017	2021
Mark Biberg	7-12 Social Studies - All -	08/14/2017	2021

* Denotes Leave of Absence beginning the 2017-2018 school year

** Denotes Leave of Absence beginning the 2016-2017 school year

***Board hire date was 12/5/2016, obtained Minnesota Licensure on February 28, 2017
Teacher on Special Assignment (TOSA) for the 2017-2018 school year

2017-2018 Seniority List - Support Staff

<u>Name</u>	<u>Job Title</u>	<u>Hire Date</u>
Mark Gades	Head Custodian	06/07/1982
Barb Brown	Assistant Cook	09/03/1991
	Head Cook	09/15/1998
	Food Service Manager	08/18/2003
Victoria Thompson	Custodian	06/10/1998
	Assistant Cook	09/16/1998
	Media Assistant	09/02/2000
	Secretary	03/01/2003
	Secretary - 3 hours a day	08/21/2017
Sharyl Olson	Teacher Assistant	08/30/1999
Kim Kern	Assistant Cook	08/30/2002
	Custodian - Summer	06/06/2011
Suzanne Johnson	Assistant Cook	12/09/2002
	Head Cook	08/26/2008
Charlene Orlando	Head Cook	10/24/2003
	Teacher Assistant	08/26/2008
Mary Gronlund	Teacher Assistant	10/26/2005
	Teacher Assistant -4 1/2 hours a day	09/04/2013
	Secretary - 2 hrs a day	09/04/2013
	Secretary - 6 1/2 hours a day	09/11/2017
Kimberly Snyder	Teacher Assistant	01/26/2007
Kathy Wellmann	Teacher Assistant	12/11/2007
Jeannie Engebretson	Teacher Assistant	12/01/2008
Amanda Richter	Teacher Assistant	03/16/2009
Cameron Dick	Teacher Assistant	08/30/2011
Jennifer Heldman	Teacher Assistant	09/12/2011
Lisa Cochran	Custodian	10/24/2011

2017-2018
Seniority List - Support Staff

<u>Name</u>	<u>Job Title</u>	<u>Hire Date</u>
Tonya Fiskum	Teacher Assistant	08/30/2012
Renae Jacobson	Teacher Assistant	12/17/2012
	Media Assistant	09/08/2014
	Teacher Assistant	04/07/2015
Amy Thompson	Secretary/AP	11/04/2013
Mark Callahan	Custodian	08/11/2014
Keri Leeseberg	Teacher Assistant	10/05/2015
Brenda Finch	Teacher Assistant	10/05/2015
Mitchell White	Custodian	08/08/2016
Phyllis Umland	Teacher Assistant	09/12/2016
Emily Waldahl	Media Assistant	06/12/2017
Nancy Olson	Custodian	06/12/2017
Tanya Stickels	Teacher Assistant	08/14/2017
Michelle Anson-Stanley	Teacher Assistant	08/14/2017
Lucinda Wegscheid	Assistant Cook	08/21/2017
Tamera Merk	Teacher Assistant	09/11/2017
Marsha Cameron	Teacher Assistant	09/11/2017
Larry Heltemes	Teacher Assistant	11/06/2017

2017-2018
Seniority List - Bus

<u>Name</u>	<u>Job Title</u>	<u>Hire Date</u>
Deb Hackler	Regular Route Driver	02/04/1999
Brad Cottrell	Regular Route Driver	08/30/1999
Daniel Schmitz	Regular Route Driver	08/30/2012
Charlene Orlando	Regular Route Driver	08/11/2014
Melissa Current	Regular Route Driver	08/11/2014
Wayne Stave	Regular Route Driver	02/02/2015
Dale Schmith	Regular Route Driver	09/14/2015
Riley Anderson	Regular Route Driver	08/14/2017
<u>Special Education Trip Driver</u>		
Loran Hackler	Special Education Trip Driver	08/08/2016

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

Member _____ introduced the following resolution and
moved its adoption:

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

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

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

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

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

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

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

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

Paul Brownlow

From: Craig Nathan <CraigN@rmcep.com>
Sent: Friday, November 17, 2017 3:26 PM
To: Paul Brownlow
Subject: RMCEP CY2018/17 Career Advising Contract
Attachments: Verndale ISD 818 9-1-17 to 6-1-18.docx

Good afternoon Paul,

Please see the RMCEP Contract for Career Advisor Services for the 2017/18 school year. I believe the amount listed is what we agreed on for your school contribution to the overall project. Also note that these costs have not changed a lot from year to year, although I believe our services have increased. I believe this is a still good value, I hope you agree.

Therefore, if you would review, sign and return, it would be much appreciated.

Please return (2) signed copied to:

RMCEP, Inc.
Vicki Leaderbrand
803 Roosevelt Avenue,
Detroit Lakes MN 56502

Once we receive your signed contract copies, we will return a signed and fully executed copy for you records.

Thank you.



Craig B. Nathan

Director of Field Operations
Rural Minnesota CEP, Inc.
Brainerd WorkForce Center
204 Laurel Street
Suite 21
Brainerd MN 56401
218-825-6784
craign@rmcep.com

"Your Future is Our Business"

CONTRACT FOR PURCHASE OF SERVICES

This agreement is made and entered between Independent School District 818 (ISD 818 Verndale), hereinafter referred to as the "CONTRACTOR," and Rural Minnesota CEP, Inc. (RMCEP), hereinafter referred to as the "PROVIDER."

WITNESSED:

WHEREAS, the PROVIDER represents itself to the CONTRACTOR as qualified and willing to perform the services herein agreed to,

NOW, THEREFORE, in consideration of the mutual understandings and agreements set forth, the PROVIDER and the CONTRACTOR agree as follows:

1. PROVIDER Duties:

- a. PROGRAM: The PROVIDER shall implement the responsibilities described in the Career Advisor Services Proposal and incorporated into this service agreement. In brief, RMCEP will provide staffing services for career exploration, career counseling, job seeking strategies, college information and assistance with financial aid applications to youth and families in the district.
- b. Provide trained staff to implement services.

2. Term of Contract:

This Service Contract shall be effective on September 1, 2017, or upon such date as it is executed, whichever occurs later, and shall remain in effect until June 1, 2018, or until all obligations set forth in this Service Contract have been satisfactorily fulfilled, whichever occurs later. (Also see Section 4, a and b)

3. Cost and Delivery of Purchased Services:

- a. The total amount to be paid for such purchased services shall not exceed \$2357.66. The PROVIDER will provide trained staff and relevant supervision to implement and provide services.
- b. Purchased Services will be provided at ISD 818.

4. Payment for Purchased Services:

- a. Payment: Payment shall be made within 30 days of receipt of invoice from PROVIDER.

5. Deliverables and Strategies:

RMCEP will:

1. Provide Career Exploration
2. Provide Job Search Assistance
3. Provide Information on Training Programs

School District will:

The school district will be responsible for providing the RMCEP staff person with an orientation to school policies; use of school equipment; access to students; guidance on scheduling; and the protocol for working with students. The school will provide the following resources: Office space, brochure racks for displays, video player/DVD, computer lab, area in the library to display career-planning resources, Interest Inventories.

6. Audit and Record Disclosures:

The PROVIDER shall:

- a. Report number of students receiving services as described in Section 5 above on a bi-yearly basis, with a final report at the end of the project.
- b. Maintain all records pertaining to this contract for six years for audit purposes.

7. Safeguard of Client Information:

The use or disclosure by any party of information concerning an eligible client in violation of any rule of confidentiality provided for in Laws of Minnesota, Chapter 13, or for any purpose not directly connected with the CONTRACTOR's or PROVIDER's responsibility with respect to the Purchased Services hereunder is prohibited except on written consent of such eligible client, the client's attorney, or the client's responsible parent or guardian.

8. Equal Employment Opportunity and Civil Rights and Nondiscrimination:

PROVIDER agrees to comply with the Civil Rights Act of 1964, Title VII (42 USC 2000e), including Executive Order No. 11246, and Title VI (42 USC 2000d), and the Rehabilitation Act of 1973, as amended by Section 504.

9. Indemnity, Insurance, and Audit Clause:

- a. Indemnify: The PROVIDER and the CONTRACTOR agree that it will at all times indemnify and hold harmless each party to this contract from any and all liability,

loss, damages, costs or expenses which may be claimed against the CONTRACTOR or PROVIDER regarding the provision of services as identified in this contract.

- b. Insurance: The PROVIDER further agrees, in order to protect itself and the CONTRACTOR under the indemnify provisions set forth above, to at all times during the term of this contract, have and keep in force a liability insurance policy in the amount of \$500,000 for bodily injury or property damage to any one person and \$1,000,000 for total injuries or damages arising from any one incident.

10. Conditions of the Parties' Obligations:

- a. This agreement may be canceled by either party at any time, with or without cause, upon 30 days notice, in writing, delivered by mail or in person.
- b. Before the termination date specified in Section 2 of this agreement, the CONTRACTOR may evaluate the performance of the PROVIDER in regard to terms of this agreement to determine whether such performance merits renewal of this agreement.
- c. Any alterations, variations, modifications, or waivers of provisions of this agreement shall be valid only when they have been reduced to writing, duly signed, and attached to the original of this agreement.
- d. No claim for services furnished by the PROVIDER, not specifically provided in the agreement, will be allowed by the CONTRACTOR, nor shall the PROVIDER do any work or furnish any material not covered by the agreement, unless this is approved in writing by the CONTRACTOR. Such approval shall be considered to be a modification of the agreement.
- e. In the event that there is a revision of Federal regulations which might make this agreement ineligible for Federal financial participation, all parties will review the agreement and renegotiate those items necessary to bring the agreement into compliance with the new Federal regulations.

11. Subcontracting:

The PROVIDER shall not enter into subcontracts for any of the goods and services contemplated under this agreement without written approval of the CONTRACTOR. All subcontracts shall be subject to the requirements of this contract.

- 12. The PROVIDER agrees that all participants are made aware of their rights under the Minnesota Right-to-Know Act.
- 13. The PROVIDER agrees that no religious based counseling shall take place under the auspices of this agreement. Participants will not be employed in the construction,

operation or maintenance of a facility used for religion instruction or worship. The PROVIDER further agrees that no funds shall be expended for sectarian worship, instruction or proselytization.

14. In the event that any dispute arises solely between the CONTRACTOR and the PROVIDER, in a situation involving a claim other than for indemnification, cost allowability and/or funds allocation, such disputes will be resolved through negotiation.

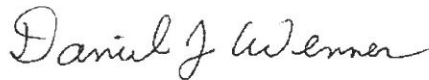
PROVIDER certifies that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transacting business by or with any federal, state or local governmental department or agency.

15. Entire Agreement:

It is understood and agreed that the entire agreement of the parties is contained herein and that this agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect between the PROVIDER and CONTRACTOR relating to the subject matter hereof.

In WITNESS WHEREOF, the CONTRACTOR and PROVIDER hereby execute this agreement.

BY



Executive Director, RURAL MINNESOTA CEP, INC.

DATED November 2, 2017

BY _____

AUTHORIZED REPRESENTATIVE, ISD 818

DATED _____, 2017

December 19, 2017

To: NJPA Member Superintendents in Sub-Region I

From: Chad Coauette, Executive Director, NJPA

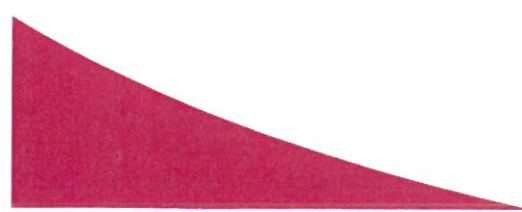
Re: Voting Information and Ballot for the 2017
NJPA Board of Directors Election

Enclosed is one election ballot and biographies for this year's election. We ask that you reproduce and distribute this information at your next Board meeting (one ballot for each Board Member). **Please place the completed ballots in an envelope, seal it and sign across the seal.** Then mail or deliver that envelope to Danielle Wadsworth at NJPA, 202 12th Street NE, PO Box 219, Staples, MN 56479, so that it arrives in our building no later than **February 6, 2018.**

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

Thank you for your help and for all you do for National Joint Powers Alliance®.

ENC: Election Ballot
Election biographies



2017 NJPA Board of Directors Election

Official Ballot
Sub Region I

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

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

Four-year term. Vote for ONE.

- Mary Freeman
- Andrea Haverinen
- Kent Schmidt
- Sharon Thiel
- Chris Youngbauer
- _____ (write-in)

Mary Freeman-

NJPA Incumbent, Mary Freeman has served on the NJPA Board for 4 years. She has been a resident of Region 5 and Sub-Region 1 for 29 years.

Mary is a retired teacher; has served on the Staples-Motley School Board since 2004 and has held the office of Board Chair several times.

Andrea Haverinen-

Andrea is interested in serving on the NJPA Board for the same reason she ran for the Menahga School Board; to better understand how NJPA serves our community and our School District. She has 3 children in school, K-5th grade. Aside from serving the School District, Andrea runs her own business and works alongside her husband in his. Andrea is currently serving as Board Chair. She has been on the Menahga School Board since 2015.

Kent Schmidt-

Kent Schmidt is a 55 year old stay at home dad of four school-age children who has lived in the Wadena area for the past 18 ½ years. Kent has BS in Chemistry from SMSU and a MS in Inorganic Chemistry from UMD. He has served as a substitute teacher and tutor at WDC for the past four years. Kent is starting his sixth year as a member of the WDC School Board, having served as Treasurer, Vice-Chair and currently as Chair for the past year. Kent is also Chair of the Share-A- Home Board, a Rotary member and Treasurer for the WDC Elementary PTO.

Sharon Thiel-

Sharon has been on the Bertha-Hewitt Public School Board for almost 12 years, the past six as board chair. She is also the administrative assistant for Freshwater Education District. As board chair, Sharon has directed Berta-Hewitt through numerous challenging situation including a building bond, referendum vote and the dissolution of a neighboring school district. As the admin assistant for Freshwater, Sharon has gained a plethora of knowledge in all the aspects of school that would really benefit the NJPA Board.

Chris Youngbauer-

Currently in my second term as a member of the Verndale School Board. Currently a township supervisor for Wing River Township since 2006. I was a member of the Verndale School Building Task Force Committee, co-owner of Youngbauer's Landscaping since 1998, Verndale Pack 326 Cubmaster 2009-2015 and certified election judge as well as an area resident for 44 years.



K-12 Principal / District Assessment Coordinator Report

January 8, 2018

1. Events of the Past Week
 - a. Honor Society Induction Ceremony – December 5th
 - i. 11 New Members Inducted
 - b. Band / Choir Concerts – December 14th
 - c. Elementary Music Program – December 15th
 - d. Pre-School Music Program – December 21st
 - e. Big Buddy Event – December 18th
 - f. Holiday Store – December 19th / December 20th
 - g. High School Caroling – December 20th
 - h. December Student of the Month – January 5th
 - i. Chase Hinkle – 1st Grade
 - ii. Laveda Yang – 4th Grade
2. Upcoming Events
 - a. End of Semester 1 – January 19th
 - b. No School – Staff Development Day – January 22nd
 - c. Minnesota Twins Caravan Visit – January 25th
 - i. 11:15-12:15 at the school
 - d. Tonic Sol Fa – January 29th
 - i. A cappella group performing at 7:00 pm in the auditorium
 - ii. Tickets available in the office and at Carr's convenience
3. High Reliability Schools Program Update
 - a. HRS Training with Phil Warrick at NJPA – January 15th
 - i. Administration and 10 Teachers attending
 - b. HRS Webinar – February 1st
4. ACT Testing Day
 - a. Tuesday, February 27th
 - i. Juniors will take the ACT
 - ii. Sophomores will take a practice ACT

Superintendent
January 8, 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

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

1. **Leadership Conference** – The MSBA Leadership Conference is scheduled for January 11-12 in Minneapolis. Chris, Tony, Shyla, and I will attend the conference Thursday and Friday.
2. **Teacher Workshop** – The school will hold a staff workshop day January 22. The workshop schedule for January 22 will include work time to complete student report cards, planning for the second semester, de-escalation training, discussion on the current status of our HRS work, and a motivational speaker in Bertha-Hewitt.
3. **Twins Winter Caravan** - The Twins Winter Caravan will be in Verndale on January 25 at 11:15 am. We are very excited to host this great event. School staff are making plans to make this a fun experience for our special guests, fans, and students.
4. **Tonic Sol Fa Concert** - The professional vocal group Tonic Sol Fa will present a master class during the school day and a concert at 7:00 pm on Monday, January 29. The high school choir will be able to perform a piece with the professional group during the concert. This is a great opportunity for our high school choir students.

Upcoming Events

MSBA Leadership Conference	January 11-12
End of First Semester	January 19
Staff Workshop (No school)	January 22
Twins Winter Caravan	January 25
Tonic Sol Fa/	
Verndale High School Choir Concert	January 29
February School Board Meeting	February 5
Two-Hour Late Start	February 7