

# WHO’S WHO AT THE VERNDALE SCHOOL

- Superintendent - Paul Brownlow ext. 316
- Principal/Assessment Coordinator - Katie Bolland ext. 313
- Activities Director/Dean of Students - Greg Johnson ext. 308
- School Counselor - Katie Tackmann ext. 321
- Academic Advisor - LaNette Aeling ext. 217
- School Nurse - Jill Davis ext. 312
- Health Aide - Amber Geis ext. 312
- Secretary/MARSS - Mary Gronlund ext. 300
- Secretary/Food Service/Community Ed Coordinator -  
Vickie Thompson ext. 301 or 315
- Secretary/Accounts Payable - Amy Thompson ext. 302
- Business Manager – Jordan Anderson ext. 310
- Payroll/Human Resources - Kim Moske ext. 305
- Preschool Plus - Becky Ludovissie ext. 261/260
- Media Assistant - Charlene Orlando ext. 317
- Transportation/Buildings and Grounds Supervisor -  
Wade Kern ext. 304
- IT Coordinator - Michael Hess ext. 322

Check out our school WEBSITE!!! [www.verndaleschool.org](http://www.verndaleschool.org) Some of the neat features you will find include: school calendar, daily bulletin, lunch and breakfast menus, parent online access (to your student’s grades), student handbooks, and much more. Also on our school website are the classroom teacher sites. Each teacher at Verndale has their own site where you can find information about what is happening in your student’s classroom. Things included on teacher sites include: lesson plans, spelling words, calendars, a contact form for each teacher, photos, useful links, and important parent information. Take some time to look around!

Verndale Public School  
411 SW Brown Street  
Verndale, MN 56481



NONPROFIT ORG.  
U.S. POSTAGE  
**PAID**  
IDS#818  
VERNDALE, MN  
56481  
PERMIT NO. 3

Important  
Back to School  
Information Enclosed!

# Verndale Public School



Tuesday,  
September 8th, 2020  
First day of school for  
Kindergarten, grades  
1~7 and grade 12

Wednesday,  
September 9th, 2020  
First day of school  
for  
grades 8~11

**SCHOOL SUPPLY LISTS**  
  
Can be found on our website  
([www.verndaleschool.org](http://www.verndaleschool.org)),  
on our Facebook page, in the district office,  
and at many local stores.

**SAVE THE DATE**  
**Preschool Plus Open House**  
  
Wednesday, September 2nd, 2020  
Preschool Classroom  
*More information coming soon!*  
  
Preschool Plus:

- Offers developmentally appropriate play and learning experiences that set your child up for success in school;
- Provides a safe environment for children to play, develop social skills through friendship and play, participate in music, arts and discovery;
- Offers a sliding fee scale for tuition

**SAVE THE DATE**  
**Burger Bash**  
  
Wednesday, September 2nd, 2020  
School Parking Lot  
*More information coming soon!*  
  
This event is free and is for ALL students, their families,  
teachers, and school employees.  
  
Sponsored by:  
Verndale Alliance Church

**SAVE THE DATE**  
**OPEN HOUSE**  
  
Wednesday,  
September 2nd, 2020  
  
Come meet teachers and administrators, pick  
up class schedules, drop off your school sup-  
plies, sign up for JMC parent online access and  
learn more about this years safety and learning  
plan.  
  
7th Grade Student/Parent  
Orientation  
  
New Student/Parent  
Orientation  
  
Chromebook Orientation  
For Students/Parents in  
grades 5-12  
  
*More information coming soon!*

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CALENDAR SCHEDULES

go to our website  
<http://www.verndaleschool.org/>

- Find “Calendars” in the black bar on the top of the page.
- Hover your cursor over “Calendars”. A drop down menu will appear.
- Click on “Athletic Calendar”
- This should re route you to our conference page. Once on this page about half way down on the right side click on “view schedules”, a drop down menu will appear will numerous schedules. Scroll down to find your schedule (example: “Football — Boys Varsity” or “No School —Christmas Break”).
- Once you find your schedule click on the box in front of the name and then click “view” (found below all schedule names).
- Once the schedule appears you can then print, email, download and/ or subscribe.

- DISTRICT GOALS
1. Optimize Student Achievement

2. Manage an Effective School District Budget

3. Retain Effective Staff Members

STUDENT HANDBOOK

The student handbook will be reviewed with students during the first day of school. Copies of the handbook can be found online at [www.verndaleschool.org](http://www.verndaleschool.org) or are available in the school office.

MISSION STATEMENT

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

SCHOOL BOARD MEETINGS

Location: Verndale Public School Media Center

Monday, September 21, 2020 6:30 pm

Monday, October 5, 2020 6:30 pm

Monday, November 2, 2020 6:30 pm

Monday, December 7, 2020 6:30 pm\*\*

*\*\*Note: This is an annual Truth and Taxation Meeting. This is scheduled at the beginning of the regularly scheduled school board meeting.*

DAILY SCHEDULES

Elementary Schedule

*School Starts 8:15 am*

K Lunch 10:45 am – 11:10 am

K Recess 11:20 am – 11:50 am

1st grade Lunch 10:48 am – 11:15 am

1st grade Recess 11:20 am – 11:50 am

2nd grade Lunch 10:51 am – 11:15 am

2nd grade Recess 11:20 am – 11:50 am

3rd - 4th grade Lunch 11:30 am – 12:00 pm

3rd - 4th grade Recess 10:55 am – 11:25 am

5th - 6th grade Lunch 11:20 am – 11:45 am

5th - 6th grade Recess 11:45 am – 12:15 pm

High School Schedule

*School Starts 8:15 am*

7-8 Lunch 12:36 pm – 12:58 pm

9-12 Lunch 12:06 pm– 12:36 pm

*School Dismissal 3:09 pm*

Bus Departure 3:15

Late Bus Departure 5:00\*\*

A more detailed late bus schedule will be determined in September.

*\*\*Parents requesting late bus transportation for their students will need to complete a late bus request form. Forms can be picked up in the school office. Only those students returning a transportation form will be assigned to a late bus route. Buses run on Monday, Tuesday and Thursday only.*

SUPERINTENDENT’S MESSAGE

Dear Students, Families, and Community Members,

It is time to start gearing up for another exciting school year. This year will look different due to the COVID-19 pandemic. The district has met with staff, students, and parents to develop plans that will meet the needs of our students, staff, and families. We understand that this time brings many concerns and challenges, however, we want to assure families that we are working hard to ensure every child receives an excellent education in a safe environment.

The back to school newsletter is filled with important information needed to start the school year. Please pay particular attention to the information that pertains to your student(s). If you still need more information, please refer to our school website at [www.verndaleschool.org](http://www.verndaleschool.org) or call the school office at (218) 445-5184.

Additional information regarding safety measures and learning plans will be shared with families in the next few weeks. These measures include social distancing, face coverings when in the building, handwashing, frequent cleaning of high-touch surfaces, and having students and staff stay home when they are sick. Many of the guidelines we will follow are directed by the Governor, MN Department of Education, and the MN Department of Health. To help keep our families informed, we plan to provide weekly video updates that can be found on our school's Facebook and website.

You will notice that details are still being finalized on our open house that is scheduled for Wednesday, September 2, 2020. Our open house will be a time for families to see the safety measures we are taking and ask any questions they may have. It will also be a time to hear about our learning models and the plans we have put in place to ensure every child is able to learn at his/her highest potential.

We greatly appreciate your patience, understanding, trust and support during this challenging time. We will work very hard to make sure the learning experience for your child(ren) is valuable and safe. The partnership we have with our families will be more important than ever this year to ensure our school thrives into the future.

Please remember that more detailed information regarding safety measures and learning plans will be provided in the coming weeks. If you have any immediate questions or concerns, please feel free to contact me at the school office at [pbrownlow@verndaleschool.org](mailto:pbrownlow@verndaleschool.org) or (218) 445-5184.

Sincerely,  
Paul Brownlow

SCHOOL BOARD MEMBERS			
Marcus Edin	Chairperson	445-5200	
Bill Blaha	Vice-Chair	445-5458	
Scott Veronen	Treasurer	445-5230	
Anthony Stanley	Clerk	320-420-6911	
Shyla Hess	Director	445-5272	
Chris Youngbauer	Director	445-1218	

LATE STARTS

October 7th, 2020  
November 4th, 2020  
December 2nd, 2020  
January 6th, 2021  
February 3rd, 2021  
March 3rd, 2021  
April 7th, 2021  
May 5th, 2021

EARLY RELEASE

December 20th, 2020  
@ 12:30 pm

The Verndale School has scheduled nine (9) late start/early release days during the 20-21 school year. Buses will run two hours late on late start days. On those days elementary students (K-6) may be brought to the school at 8:00 AM and will be supervised by paraprofessional staff. Breakfast will be available for our elementary students at 8:00 am. The cost is \$.75 or free for those students who are on the free and reduced-price meal program. We request you call the school at 445-5184 to let us know if your child(ren) will be coming to school before 10:00 AM on late start days, so we can provide the appropriate supervision. All students are to leave the building at the completion of the school day on early release days.

A NOTE FROM THE SCHOOL NURSE

The start of a new school year is upon us. Although this school year may look a little different due to COVID-19, staff are working hard to prepare for your students to learn in a safe and healthy environment and we are looking to you, the parents to help out with this. Please read below to see what you can do to help us prepare! **REGARDING COVID-19** Start talking to your children now, as it will help them transition into the classroom with the safety measures that will be implemented. Discuss and practice things such as mask and/or face shield wearing, distancing (6 feet or more) and safe hygiene practices such as frequent hand washing and not touching their face. If they get into the habits now, they may not be as distracted when they come to school and they can focus on learning. Now, more than ever, please keep your child home if they are ill. We need to be very diligent during this time and ask that you keep your child home from school if they are experiencing any of the following

**COVID-19 symptoms:** Fever or chills (100.4 or higher), Cough, Shortness of breath or difficulty breathing, Fatigue, Muscle or body aches, Headache, New loss of taste or smell, Sore throat, Congestion or runny nose, Nausea or vomiting, Diarrhea. If you or someone in your family is experiencing the above symptoms, stay home and call your local health provider for testing. If your student has health concerns that may make them more vulnerable to COVID-19 and its possible complications, please contact the school to discuss distant learning options. We want to keep your student as safe as possible.

**IF YOUR STUDENT HAS SPECIAL HEALTH CONCERNS:** All new students or students with a change in their health status should complete a **Health Questionnaire**. Each year, a "**Health Concern List**" is created so teachers are aware of any special health needs of their students. Confidentiality of this information is stressed upon and only the appropriate staff members will receive it. You can get a form from the school office or one can be sent to you. If your child has a more serious, life threatening health condition, an **Emergency Plan** should be created. Please notify me as soon as possible if this is the case. **IF YOUR STUDENT NEEDS TO TAKE MEDICATION WHILE AT SCHOOL:** For **prescription medication**, a consent form must be signed by both the parent and the medical profession prescribing the medication. This form is called the **Consent for Administration of Medication (For Prescription Medication)**. For **non-prescription medication**, a consent form must be completed by the parent only. This form is called the **Consent for Administration of Medication (For Non-Prescription Medication)**. You can get one of these forms from the health office or they can be sent to you. Medication given at school must be brought in by an adult, in its original container/prescription bottle with the student's name on it, along with dosage information. (An extra pill bottle can be obtained from the pharmacist upon request if needed.) The label on the bottle must match the doctor's order on the consent form. Please provide the school with a one month supply at a time. It is strongly encouraged that you try to give your child medication before or after school if possible. **IF YOUR STUDENT NEEDS IMMUNIZATIONS: Please plan to get your child's necessary immunizations done prior to the first day of school.** Certain immunizations are required prior to students entering Kindergarten and 7<sup>th</sup> grade. Students 16 years of age and older may also be due for a meningitis booster. Please provide the school with a copy of your student's updated records if they have been recently immunized. If you aren't sure if your student needs immunizations, contact your medical clinic or Wadena County Public Health. They can access your student's immunization records via the state immunization registry. If you have questions, please contact me at the Wadena County Public Health Department at 631-7629. Jill Davis, RN, PHN School Nurse

FAMILY INFORMATION CHANGES

In order to maintain current records, please notify the district office of any changes in your family or household information. Changes you should communicate include but are not limited to: Phone Numbers (home, work & cell), Email Addresses, Physical & Mailing Addresses, Child Information (children who live in your home ages birth through 12th grade), Emergency Contact Information, Medical Information (Doctor & Dentist), and Transportation Information. Keeping this information current is important when the school needs to contact parents/guardians in case of emergency. If you have changes to report please contact the District Office at 445-5184.

Citizens Scholarship Foundation of Verndale

The Citizens Scholarship Foundation of Verndale is seeking members to support the scholarship program for Verndale High School students. Committee members are needed to assist with fund-raising events and review scholarship applications. Please contact Paul Brownlow at 445-5184 ext. 316 for more information or to join this committee.

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MARK YOUR CALENDAR

Aug 31 – Sept 3: No School for Students – Teacher Workshop Days

Sept 2: Open House 4:00 - 7:00pm

Sept 7: No School/Labor Day Break

Sept 8: First day of school for Kindergarten, 1<sup>st</sup> – 7<sup>th</sup> and 12<sup>th</sup> grade

Sept 9: First day of school for 8<sup>th</sup> – 11<sup>th</sup> grade

Oct 7: Two Hour Late Start/School starts at 10:15am

Oct 15 & 16: No School/MEA Break

Nov 2: Parent Teacher Conferences 3:30-7:00pm

Nov 4: Two Hour Late Start/School starts at 10:15am

Nov 5: No School/Staff Workshop/Parent Teacher Conferences 3:30-7:00pm

Nov 5: End of 1<sup>st</sup> Quarter

Nov 6 & 9: No School/Staff Workshop day

Nov 26 & 27: No School/Thanksgiving Break

Dec 2: Two Hour Late Start/School starts at 10:15am

Dec 23: Early Release 12:30pm

Dec 24 - Jan 1: No School/Christmas Break

Jan 4: School Resumes

Jan 6: Two Hour Late Start/School starts at 10:15am

Jan 18: No School/Staff Workshop

Jan 22: End of 2<sup>nd</sup> Quarter/1<sup>st</sup> Semester

Feb 3: Two Hour Late Start/School starts at 10:15am

Feb 15: No School/President's Day

Mar 1: Parent Teacher Conferences 3:30-7:00pm

Mar 3: Two Hour Late Start/School starts at 10:15am

Mar 4: Parent Teacher Conferences 3:30-7:00pm

Mar 5: No School/Teacher Comp day

Mar 26: End of 3<sup>rd</sup> Quarter

Apr 2 - 5: No School/Spring Break

Apr 7: Two Hour Late Start/School starts at 10:15am

May 5: Two Hour Late Start/School starts at 10:15am

May 28: Graduation @ 7:00pm

May 28: Last day of school for students/End of 4<sup>th</sup> Quarter and 2<sup>nd</sup> Semester

May 31: No School/Memorial Day

June 1: No School/Teacher Workshop Day

June 2: No School/Teacher Workshop Day

*\*The dates on this calendar are subject to change.*



# ANNUAL PARENT NOTICE

## Right to Request Teacher Qualifications

Our school district receives federal funds to support our Title programs that are part of the No Child Left Behind Act. We would like you to know that you have the right to request information regarding the professional qualifications of your child’s classroom teacher(s). Upon your request we will provide the following information:

- If the teacher has met state licensing requirements for the subjects and grade level he/she teaches
- If the state licensing requirements have been waived for the teacher under emergency status
- The type of college degree the teacher holds
- If your child is receiving Title I services, the qualifications of the paraprofessional

Please contact Paul Brownlow at 218-445-5184 if you would like to request any of the information.

# SCHOOL CLOSINGS & INFORMATION

**Instant Alert System:** JMC Message Center will be used to notify parents, students and staff - find the link on the top of our school website. This notification system allows us to send information to parents by phone, email and text messaging.

**Radio:** All school closings will be announced over the following radio stations: KWAD (920 AM), KKWS (105.9 FM), and KSKK (94.7 FM); and television stations: KSTP (Channel 5), WCCO (Channel 4), KMSP (Channel 9) and KARE (Channel 11).

**Facebook:** Find the Verndale Public School Facebook page and click “Like”

**School Alert List of Closings:** when severe weather strikes, count on School Alert on EYEWITNESS NEWS. Stay informed on your child's school status with School Alert. Go to <http://kstp.com/article/123> to register to receive ALERTS via email, or text messaging.

# Legal Notices

**Verndale School Compliance with State and Federal Laws Prohibiting Discrimination**  
Verndale School District #818 does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, parental status, status with regard to public assistance, disability, sexual orientation, including gender identity and expression, or age. Any person who has a complaint alleging that the school district is not complying with this policy or alleging any actions prohibited by this policy shall present the complaint in writing along with the reasons for the complaint to the school district’s Superintendent within 30 days. The Superintendent will initiate an investigation and resolve the complaint. (Verndale School District Policy #102 – Equal Educational Opportunity)

**Title IX**  
Verndale School District #818 complies with all regulations prohibiting discrimination on the basis of gender in school. The school district’s Title IX Officer is Katie Bolland, the school district’s Principal. Inquiries regarding compliance with Title IX may be directed to the Title IX Officer or to the Director at the Office of Civil Rights, Department of Health, Education, Welfare, Washington D.C. (Verndale School District Policy #522 – Student Sex Nondiscrimination)

**Section 504**  
Verndale School District #818 supports Section 504 regulations that eliminate discrimination on the basis of disability in any program or activity receiving federal funds. Katie Bolland is the District 504 Coordinator. (Verndale School District Policy #521 – Student Disability Nondiscrimination)

**Notice Concerning Use of Pest Control Materials**  
A Minnesota state law went in effect in 2000 that requires schools to inform parents and guardians if they apply certain pesticides on school property. Schools that apply these pesticides are required to maintain an estimated schedule of pesticide applications and to make the schedule available for review or copying at the school office. State law also requires that you be told that the long-term health effects on children from the application of such pesticides or the class of chemicals to which they belong may not be fully understood. If you would like to be notified prior to pesticide applications made on days other than those specified in the estimated schedule (excluding emergency applications), please contact Wade Kern at (218) 445-5184.

**Annual Asbestos Notification**  
In accordance with federal regulations, Verndale School District #818 has an asbestos management plan documenting the location and condition of all known or assumed asbestos containing building materials (ACBM) in the school building. Every six months, an accredited inspector visually inspects the condition of the ACBM. The management plan is available for public inspection at the school office during normal business hours. Questions related to the plan should be directed to the account manager under contract with Institute for Environmental Assessment, Inc. Brooklyn Park, MN, at (763)315-7900.

**Indoor Air Quality Notification**  
Verndale School District #818 advocates a healthy school environment in which the surroundings contribute to an environment conducive to learning for students and productivity for students and staff. To help accomplish this, the district has implemented an IAQ Management Plan using guidelines provided by the Minnesota Department of Education (MDE) and the “Tools for Schools” document developed by the U.S. EPA. Wade Kern is the IAQ Coordinator for the Verndale School District. He has been trained and certified by the Minnesota Department of Education to fulfill this position. All concerns should be directed to him. He can be reached at (218) 445-5184.

**Bullying Prohibition**  
An act of bullying, by either an individual student or a group of students, is expressly prohibited on school premises, on school district property, at school functions or activities, and on school transportation. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student’s act of bullying. Please refer to Policy 514 to read the full description.

**Special Education Services**  
The Verndale School District provides a full continuum of special education and related services to eligible resident children and youth from birth through age 21 who are enrolled in district and non-public schools.

Each learner’s unique special education needs and educational goals are determined by the learner’s Individual Education Planning (IEP) team. Eligibility procedures include screening and individualized evaluations. Services are provided in the least restrictive learning environment appropriate for the individual learner. Parents have the right to review their child’s school records, to attend their child’s staffing and are encouraged to make program recommendations for their child’s special education needs.

For more information, contact Freshwater Education District, 910 Ash Ave. NE, Wadena, MN, (218) 631-3505 or [www.fed.k12.mn.us](http://www.fed.k12.mn.us).

**Retention/Destruction of Special Education Records Pubic Notice**  
According to the Individuals with Disabilities Act, (34.CF.R.300.573), school districts must notify parents when the information contained in their child’s special education records is no longer needed to provide public educational services to the child.

This is a public notification to parents (or students of the legal age of 18) of the district’s intent to destroy all special education records dated prior to graduation 2013. You have the right to request a copy of these records, at a reasonable copying fee. Please contact Amy Thompson at the Verndale School at (218) 445-5184 to request a copy of the records from this school district.

**District #818 Policies**  
Verndale School District #818 policies are available online and for inspection at the district office during regular business hours.

# IMPORTANT BUS INFORMATION

If you are new to Verndale School or your location has changed from last year, please notify Wade Kern, Transportation Supervisor at 218-445-5184 ext. 304. Please notify us as quickly as possible as some changes may not be guaranteed for the start of the school year.

**Due to current logistics and bus capacity limits due to Covid -19, Verndale School will only allow one pick-up and drop off location for each family.**

*To view your bus route number and pick up time please check the Verndale School website. Please keep in mind that the pick up time may vary 10 minutes the first two weeks of school so be prepared.*

## BUS STOP RULES

1. Be prepared at the stop **5 minutes** prior to pick-up time.
2. If on time, drivers do not wait for late students. Drivers go by school district office time.
3. Wait until the bus stops before approaching the bus.
4. ALWAYS cross in front of the bus.
5. Busses will go up driveways ¼ mile or more, if less than ¼ mile students are to be at the end of the driveway.
5. If the driveway is not plowed or there are obstacles in the driveway, it shall be at the drivers discretion to travel up the driveway or not.

## SCHOOL BUS DISCIPLINE POLICY

Riding the bus is a **PRIVILEGE** not a Right. M.S. 123.801 A students eligibility to ride a school bus may be revoked for a violation of bus safety rules or conduct policies.

1. FIRST OFFENSE—Warning notify parent/guardian.
2. SECOND OFFENSE - Three (3) school day suspension from riding the school bus.
3. THIRD OFFENSE - Five (5) school day suspension from riding the school bus.
4. FOURTH OFFENSE - Ten (10) school day suspension from riding the school bus.
5. Further offenses may result in the suspension from the school bus for the remainder of the school year.
6. A more stringent suspension may be imposed at any time if school administration deems the offense to be extremely serious.

## STUDENT ABSENCE PROCEDURE

PARENTS: IF YOUR CHILD OR CHILDREN ARE GOING TO BE ABSENT FROM SCHOOL, PLEASE CALL THE SCHOOL OFFICE BY 8:30AM (445-5184)



## CURRICULUM ADVISORY REVIEW COMMITTEE

The district is seeking individuals to serve on the District Curriculum Review Advisory Committee beginning in November. The purpose of the committee is to ensure active community participation in planning and improving the instruction and curriculum and to make recommendations to the School Board on issues including education standards, curriculum, assessments and program evaluations. The committee meets five times during the school year to review the work of teacher curriculum committees and provide feedback. Parents/guardians of students attending the Verndale Public Schools are encouraged participate. Please contact Katie Tackmann at 445-5184 ext. 321 for more information.

## PAPER REDUCING COMMUNICATION

The Verndale School District will continue to use technology to communicate with families for a variety of purposes. As in the past, we will send report cards, notices, etc. through email and text messages whenever possible. This approach reduces the time and cost of sending materials through the mail while increasing the speed of communication for time-sensitive items. As we continue to move forward with paper-reducing communications, it is very important that the school has current contact information for each family. **Please make sure your contact information is up to date.**

- You may update your contact information through the following options:
- Talk directly with an office staff member during office hours
  - Update your information at open house night
  - Log in to JMC parent access and choose “Register for School” >>> “Start/Continue Registration Process”

# DOOR POLICY

Parents and students should always use the main entrance (door 1) to access our school. All external doors, except the main entrance (door 1), will remain locked during school hours (from 8:15-3:09). For safety precautions, individuals entering must use the security system and identify themselves to the office staff in order to enter the building during this time.

Elementary students are not allowed in the school building before 8:00 a.m. unless they are under the direct supervision of a school staff member. Students will be allowed to go to their classrooms starting at 8:00 a.m.

**Parents picking up students ARE REQUIRED to enter the building through the main office.**

Elementary students will be brought down to the main office for pickup at the end of the day.

**Students arriving late to school or leaving early MUST check in through the main office.**

*Check us out on the Web at [www.verndaleschool.org](http://www.verndaleschool.org)*

## Attention Parents!

- would you like to check your child’s
- \* Daily Attendance
  - \* Report Cards
  - \* Lunch accounts
  - \* Assignments and test/quiz scores

go to our website at <http://www.verndaleschool.org/>

Scroll down and click on the circle for parents

Click on “JMC Parent Access” on the left side of the screen

Make sure you are in the 20-21 school year, then enter your username (parent last name), and then enter your password (if you have not created a password, please contact the district office)

You are now in JMC, click on any of the available subjects on the left of your screen to view your child’s information.



BREAKFAST/  
HOT LUNCH  
PRGRAM

The School Board has deter-  
mined the following prices:

**Breakfast Prices**  
Kindergarten: FREE  
Pre K, 1st – 12th grade: \$0.75  
Free & Reduced Students:  
FREE  
Adults: \$1.90

**Lunch Prices**  
Elementary (Pre K-6): \$2.25  
High School (7-12): \$2.35  
Free & Reduced Students:  
FREE  
Adults: \$3.85

**Additional Milk**  
Student: \$0.25  
Adult: \$0.35

*(Parents and visiting students are  
expected to pay the adult price for  
their meal.)*  
**\*\*All meals and extra milk must be  
prepaid or at the time of service.**  
Free and reduced meals are available  
to families that qualify. An application  
is included in this mailing or may be  
picked up from the office. Students  
will receive their meal number the first  
day of school. If you have any ques-  
tions, please contact Vickie Thomp-  
son at 445-5184 ext. 315.

SCHOOL MEAL  
INFORMATION

- Students qualifying for free or reduced price lunches must submit the Income Eligibility form to the Verndale School District Office. These forms must be turned into the office before the first day of school
- Avoid the first day rush - bring in or mail meal payments now or pay online on our school website.
- You may send one check for all students; it goes into your family account. Or pay online at [www.verndaleschool.org](http://www.verndaleschool.org) under Parents and then click on “online pay-ments”.
- Students will receive their meal number on the first day of school.
- Lunch menus are available online, in the district office and announced on KWAD @approx. 7:15am.
- A record of purchases will be available upon parent/guardian request.

LUNCH PRICES/FREE AND REDUCED LUNCH PROGRAM

Dear Parent/Guardian:

Our school provides healthy meals each day. Breakfast Costs: PK-12 \$0.75 Lunch Costs: PK-6th \$2.25 HIGH SCHOOL \$2.35 Your children may qualify for free or reduced-price school meals. To apply, complete the enclosed Application for Educational Benefits following the instructions. A new application must be submitted each year. At public schools, your application also helps the school qualify for education funds and discounts. State funds help to pay for reduced-price school meals, so all students who are approved for either free or reduced-price school meals will receive school meals at no charge. State funds also help to pay for breakfasts for kindergarten students, so all participating kindergarten students receive breakfasts at no charge. Return your completed Application for Educational Benefits to: VERNDALE PUBLIC SCHOOL 411 SW BROWN ST VERNDALE, MN 56481 **Who can get free school meals?** Children in households partici-pating in the Supplemental Nutrition Assistance Program (SNAP), Minnesota Family Investment Program (MFIP) or Food Distribution Program on Indian Reservations (FPIR), and foster, homeless, migrant and runaway children can get free school meals without reporting household income. Alternatively, children can get free school meals if their household income is within the maximum income shown for their household size on the instructions. To apply for free school meals, please complete the Application for Educational Benefits form. **COMMON QUESTIONS: I get WIC or Medical Assistance. Can my children get free school meals?** Children in households participating in WIC or Medical Assistance do not automatically qualify for free meals. Children may be eligible for free or reduced-price school meals depending on other household financial information. Please fill out an application. **Who should I include as household members?** In-clude yourself and all other people living in the household, related or not (such as grandparents, other relatives, or friends). **May I apply if someone in my household is not a U.S. citizen?** Yes. You or your children do not have to be U.S. citizens for your children to qualify for free or reduced-price school meals. **What if my income is not always the same?** List the amount that you normally get. If you normally get overtime, include it, but not if you get overtime only sometimes. For seasonal work, write in the total annual income. **Will the income information or case number I give be checked?** It may be. We may also ask you to send written proof. **How will the information be kept?** Information you provide on the form, and your child’s approval for meal benefits, will be protected as private data. For more information see the back page of the Application for Educational Benefits. **If I don’t qualify now, may I apply later?** Yes. Please complete an application at any time if your income goes down, your household size goes up, or you start getting SNAP, MFIP or FPIR benefits. Please provide the information requested about children’s racial identity and ethnicity, which helps to make sure we are fully serving our community. This information is not required for approval of school meal benefits. If you have other ques-tions or need help, call 218-445-5184. Sincerely, VICKIE THOMPSON, FOOD SERVICE SUPERVISOR

Instructions for Completing the  
Application for Educational Benefits

Complete the Application for Educational Benefits form for school year 2020-21 if any of the following applies to your house-hold:

- Any household member currently participates in the Minnesota Family Investment Program (MFIP), or the Supplemental Nutrition Assistance Program (SNAP), or the Food Distribution Program on Indian Reservations (FPIR) or
- The household includes one or more foster children (a welfare agency or court has legal responsibility for the child) or
- The total income of household members is within the guidelines shown below (**gross earnings before deductions**, not take- home pay). Do not include as income: foster care payments, federal education benefits, MFIP payments, or value of assistance received from SNAP, WIC, or FPIR. Military: Do not include combat pay or assistance from the Military Privatized Housing Initiative. The income guidelines are effective from July 1, 2020 through June 30, 2021.

Maximum Total Income					
Household size	\$ Per Year	\$ Per Month	\$ Twice Per Month	\$ Per 2 Weeks	\$ Per Week
1	23,606	1,968	984	908	454
2	31,894	2,658	1,329	1,227	614
3	40,182	3,349	1,675	1,546	773
4	48,470	4,040	2,020	1,865	933
5	56,758	4,730	2,365	2,183	1,092
6	65,046	5,421	2,711	2,502	1,251
7	73,334	6,112	3,056	2,821	1,411
8	81,622	6,802	3,401	3,140	1,570
Add for each additional person	8,288	691	346	319	160

**Step 1: Children** List all infants and children in the household, their school and grade if applicable, and birthdate. Attach an additional page if needed to list all children. Check the box if a child is in foster care (a welfare agency or court has legal responsibility for the child). **Step 2: Case Number** If any household member currently participates in SNAP, MFIP or FPIR, write in the case number and then go to Step 4. If you do not participate in any of these pro-grams, leave Step 2 blank and continue on to Step 3. **Step 3: Adult and Child Incomes / Last 4 Digits of Social Security Number. Social Security Number/Total Household Members.** An adult household member must provide the last four digits of their Social Security number or check the box if they do not have a Social Security number. Report the total number of household members and ensure all household members are listed individually on the application in the child or adult section as applicable. **Child Income.** If any children in the household have regular income, such as SSI or part-time jobs, list the total amount of regular incomes received by all children, and check the box for the frequency: weekly, bi-weekly, twice a month, or monthly. Do not include occasional earnings like babysitting or lawn mowing. **Adult in-come.** Report the names of adult household members and income earned in this section. List all adults living in the household not listed in Step 1, whether related or not, such as grandparents, relatives, or friends. **Gross Earnings from Work.** This is usually the money received from working at jobs where a paycheck is received. For each income, check the box to show how often the income is received: weekly, bi-weekly, twice per month, or monthly. List gross incomes before deductions, not take-home pay. Do not list an hourly wage rate. For adults with no income to re-port, enter a ‘0’ or leave the section blank. For seasonal work, write in the total annual income. **Are you Self-Employed or a Farmer?** List the net income per month or year after business expenses. Do not list the same income twice on the application. A loss from farm or self-employment must be listed as 0 income and does not reduce other income. **Any Other Gross Income.** List gross incomes before deductions from all other sources, such as SSI, unemploy-ment, child support, public assistance, social security, rental income or annuities. **Step 4: Signature and Contact Infor-mation** An adult household member must sign the form. If you do not want your information to be shared with Minnesota Health Care Programs, check the “Don’t share” box in Step 4.

SEASON PASSES

The Verndale School will sell season passes for athletic events. *These passes will be available in November and are good for football, volleyball, boys and girls basketball and wrestling home events.*  
**Playoff games are not included.**

Season passes may be purchased in the district office, online, or at the ticket table at athletic events.

**All prices are TBD at this time**

Families that host a foreign exchange student will get free passes for the entire family. You do however, need to come in to ask for them.

**Senior citizens** (district residents **62 or older**) are admitted free with a Golden Age card (which can be obtained in the district office).

**There will be no charging.**



PIRATE CARE PROGRAM

The district will offer a fee-based after school program for student in Pre K - 6 grade. The Pirate Care Program will operate every day that school is in session from 3:10 pm to 5:00 pm starting

September 8th. The program will be staffed by school district personnel, will provide assistance with homework and a safe place for students to interact with their friends.

The fee for the Pirate Care Program before and after school sessions will be \$2.50 per hour per student. A family maximum of \$60.00 per week will be available to those families needing to enroll 3 or more children into the program.

The late bus will be available to students in the Pirate Care Program. A more detailed late bus schedule will be determined in September.

Please contact Amy Thompson at (218) 445-5184 ext. 302 if you would like to enroll your child(ren) in this program. If you have any concerns regarding this pro-gram, please feel free to contact Paul Brownlow.

TARGETED SERVICES

The Verndale School District plans to provide a Targeted Services program for our students in the ele-mentary grades. This is a free program, however, there are specific criteria and eligibility standards that must be met before a student can be enrolled. This program will operate on Monday, Tuesday and Thursday, from 3:10pm to 5:00pm. Targeted Services Program will begin in October. More information regarding the program will be sent home with students in September.

The late bus will be available to students in Targeted Services. Late bus schedule will be provided prior to the start of the program.

Please contact the district office to see if your child(ren) qualify for this after school program. If you have any concerns regarding this program, please feel free to con-tact Angie Orsburn at [aorsburn@vps.verndale.k12.mn.us](mailto:aorsburn@vps.verndale.k12.mn.us) or 218-445-5184.

PHYSICAL EXAMS

Any student who intends to participate in high school (7<sup>th</sup>-12<sup>th</sup> grade) athletics must have a current physical examination on file in the school office. The necessary forms are availa-ble at the clinic, school office, or online. Stu-dents will not be allowed to participate in the athletic activity until they have a current physi-cal clearing them to participate.

*\*A student with a physical on file that expires at any time from March 12, 2020 through the con-clusion of the 20-21 school year will have the physical examination clearance extended through the completion of the 20-21 school year. Each student must still complete the annu-al health history questionnaire. Any student who had not previously participated and who does not have medical clearance to participate will be required to have a physical and be cleared to participate.*

GOLDEN  
AGE CARDS

Senior citizens age 62 and older who present Golden Age Cards will be admitted free of charge to all regularly-scheduled home athletic events. These cards are available to all senior citizens who live in or who have children or grandchildren who attend the Verndale School. Eligible seniors are encour-aged to pick up their cards at the school office from 8:00 AM to 4:30 PM.



EARLY CHILDHOOD  
FAMILY EDUCATION (ECFE)

Early Childhood Family Education offers parent/child time together with fun learning activities, music, and a chance for your child to play with other children their age! Parents and children will spend their time play-ing and learning together along with parents taking part in informal discussions on different topics. Clas-ses are for children ages newborn to 5 years old (or not yet in Kindergarten), and are FREE to all families! Session dates will be available in September. Please call the Verndale Preschool room to register for each session. Come and join us for fun, friends, songs and special time with your mommy, daddy, grandma, grandpa or any loved one! For more information or to have a brochure sent to you contact Becky at [bludovissie@verndale.k12.mn.us](mailto:bludovissie@verndale.k12.mn.us) OR 218-445-5184 (ext. 260/261). You can also visit our website at [www.verndaleschool.org](http://www.verndaleschool.org), click on the Preschool Plus tab on the left and then ECFE tab for future ECFE dates and updated information!

DIGITAL CONTENT  
NOTICE

The Verndale School District takes pride in the advanced technology being used throughout our building. Our teachers are encouraged to submit pic-tures to the newspapers, post pictures and/or videos on their school websites, and use classroom recordings to aid them in their professional develop-ment, etc.

The Verndale School District, at its sole discretion, may use, distribute and post photos and/or video for profes-sional development and research pur-poses, and any other purpose the Verndale School District deems appro-priate to further the mission of the or-ganization, and that the video record-ing and digital materials, and all copies thereof, shall constitute the sole prop-erty of the Verndale School Dis-trict. Verndale School District and its employees or authorized agents have the authority to use any photo, video, video stream, or audio of the students who attend the Verndale School.

**Please contact Superintendent Paul Brownlow if you do not want your child's picture shared in any of the formats mentioned above or have any questions regarding this notice.**

*Check us out on the Web at  
[www.verndaleschool.org](http://www.verndaleschool.org)*

Student Medications

If your child requires any medication during the school day, please bring medication and Consent for Administration of Prescription Medication Form (signed by prescribing Physician) to Amber in the District Office during the open house.

Also, please stop in the District Office to pick up any expired medication. All expired medi-cations will be disposed of after October 1, 2020.

