

# WHO'S WHO AT THE VERNDALE SCHOOL

Superintendent - Jeannie Mayer ext. 316

Principal/Assessment Coordinator - Katie Bolland ext. 313

Activities Director/Dean of Students - Greg Johnson ext. 308

School Counselor/Academic Advisor - Katie Tackmann ext. 321

School Nurse - Jill Davis ext. 312

Health Aide - Denice Freih ext. 300

Secretary/MARSS - Mary Gronlund ext. 301

Secretary/Accounts Payable & Receivable /Community Ed  
Coordinator/Student Records - Amy Thompson ext. 302

Business Manager – Jordan Anderson ext. 310

Payroll/Human Resources - Levi Willis ext. 305

Preschool Plus - Becky Ludovissie ext. 261/260

Media Assistant - Haley Youngbauer ext. 317

Food Service Supervisor - Vickie Thompson ext. 315

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 Back to School Information

Tuesday,  
September 6, 2022  
First day of school  
for **Kindergarten,**  
**grades 1-7 and**  
**grade 12**



Wednesday,  
September 7, 2022  
First day of school  
for **grades 8-11**



## Burger Bash

Wednesday, August 31, 2022

3:30 pm - 7:00 pm

School Parking Lot

This event is free and is for ALL students, their  
families, teachers, and school employees.

Sponsored by:  
Verndale Alliance Church

## K-12 OPEN HOUSE

Wednesday,  
August 31, 2022

Come meet teachers and administrators, pick  
up class schedules, drop off your school sup-  
plies, get your Chromebook and sign up for JMC  
parent online access.

**New Student/Parent  
Orientation  
4:00pm  
Auditorium**

**7th Grade Student/Parent  
Orientation  
4:30pm  
Auditorium**

**Chromebook Orientation  
for Students/Parents in grades 5-12  
will be online**

## 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.

## Preschool Plus Open House

FOR FAMILIES CURRENTLY ENROLLED

Wednesday, August 31, 2022

3:30 pm - 6:00 pm

Preschool Classroom

If you are interested in enrolling your child, we encourage you to pick up an  
application from the office. Fill it out and return to the school office and  
someone will contact you about openings.

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



## ACTIVITIES CALENDAR

go to our website

<http://www.verndaleschool.org/>

- ◆ Find "Activities" in the menu on the top of the page. A drop down menu will appear.
- ◆ Click on "Athletic Calendar"
- ◆ 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 12, 2022 6:00pm

Monday, October 3, 2022 6:00pm

Monday, November 7, 2022 6:00pm

Monday, December 5, 2022 6:00pm\*\*

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

## SUPERINTENDENT'S MESSAGE

Dear Students, Families, and Community Members,

Greetings from Pirate Country! My name is Jeannie Mayer and I am so excited to be on this journey with all of you, at Verndale Public School! I am honored to be selected as the Superintendent of VPS. My door is open, my phone is on, my email is ready, please let me know how I can support this community and this school!

I have had the privilege of meeting so many wonderful staff, and they are excited about the upcoming school year. I encourage you to read this year's Back to School Newsletter to get all the information needed. This newsletter is filled with important information as we begin the year. 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.

There are a few items I would like to bring to your attention as the school year begins. These items include Free and Reduced-Price Meal Application and Attendance.

School meals are NO longer free to all students, as the current guidance from the USDA does not allow us to serve free meals to students in the 2022-2023 school year. I am asking you all to please take time to fill out the free and reduced lunch meal forms. They can be found on our school website. The USDA will continue to update us throughout the school year, and we will notify you of new policies as they become available. Filling out these forms, also helps the school to qualify for grant opportunities. Please be assured, we will continue to serve high quality, nutrient dense meals that our students enjoy.

According to the Compulsory Instruction Statute, 120A.22, every child between the age of 7-17 must receive instruction unless the child has graduated. Once a pupil under age seven is enrolled in kindergarten or higher, the student is subject to the compulsory instruction statute. We are so excited your kids are here, and we want to provide them the best education possible, and to do that, we need them in attendance. You can find more information about the district's policy on attendance, in the handbook. Thanks for your partnership with us!

My goals as school administrator are to ensure all students show growth in every area of learning, financial stability, and providing a safe, collaborative learning and working environment for all. I feel these align well with our schools mission of providing a safe and innovative learning environment where all students are prepared for an ever-changing world through educational excellence. Thank you for going on this journey with us!

I look forward to seeing you at our back to school Open House which is scheduled for Wednesday, August 31st, from 3:30-7:00.

Sincerely,  
Jeannie Mayer  
Superintendent

## SCHOOL BOARD MEMBERS

Bill Blaha	Chairperson	445-5458
Shyla Hess	Vice-Chair	445-5272
Scott Veronen	Treasurer	445-5230
Chris Youngbauer	Clerk	445-1218
Tahna Rurup	Director	218-640-0667
Jeremy Schwartz	Director	218-639-1958

The Verndale School has scheduled eight (8) late start/early release days during the 22-23 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. 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.

### LATE STARTS

October 5, 2022  
November 2, 2022  
December 7, 2022  
January 4, 2023  
February 1, 2023  
March 1, 2023  
April 5, 2023  
May 2, 2022

### EARLY RELEASE

December 22, 2022  
@ 12:30 pm

## YEARBOOKS

The Verndale School yearbook, which includes both high school and elementary photos and activities, will be offered for the discount price of \$42 for a regular yearbook until the December holiday break. After the break, the minimum price of a regular yearbook will be \$47. There are extra charges for add-ons. This year, the only way to order a yearbook is to go to Lifetouch online and pay with a credit card. If you have any questions, contact Mrs. Youngbauer at [kyoungbauer@verndaleschool.org](mailto:kyoungbauer@verndaleschool.org) or call and 1-218-5184 ext. 408. Please call only between 11 am and 12 pm or after school.

## PIRATE CARE PROGRAM

The district will offer a **fee-based after school program for students in PK-6th grade**. The Pirate Care Program will operate every day that school is in session from 3:10pm to 5:00 pm, starting September 6th. 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, after school session, will be \$5, per child, per day, with a cap of \$65 per week, per family. It is very important that children are picked up by 5:00 pm, therefore, there will be a \$5 per minute, per child, rate charged after 5 pm.**

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

**Please contact the district office (after August 24th) at 218-445-5184 if you have any questions or to get registration papers for Pirate Care.**

## 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 and interested community members are encouraged participate. Please contact Katie Tackmann at 445-5184 ext. 321 for more information.

## A NOTE FROM THE SCHOOL NURSE

The start of a new school year is upon us and it's time to start planning! Read below for some important school health tidbits. IF YOUR STUDENT HAS A HEALTH CONCERN... Please complete a Health Questionnaire before school starts, so I can best inform the appropriate school staff of your child's condition. Confidentiality of this information is stressed upon and only the appropriate staff members will receive relevant information about your student. You can get a form from the school office or download one from the School Nurse webpage on the Verndale School website. If your child has a more serious, life threatening health condition, please contact me and an Emergency Health Plan will be created. 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 prescribing health professional who prescribed the medication. This form is called the Consent for Administration of Medication (For Prescription Medication). For non-prescription medication, a similar consent form must be completed by the parent only. You can get one of these forms from the school health office or you can download a copy from the School Nurse webpage on the Verndale School website. Medication given at the school must be brought in by an adult. All medications must be brought to the school in its original container/prescription bottle with the student's name on it, along with dosage information. (A duplicate bottle can be obtained from the pharmacist upon request.) 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 Kindergarten and 7th grade entrance. Kindergarten students must have their booster doses of DTaP, Polio, Varicella and MMR. All 7th graders will need the meningococcal vaccine, along with the Tdap booster. All high school students must have a Tdap booster and a 2nd meningococcal vaccine after age 16. If your high school student has not had this booster yet, please do so before school starts. Please provide the school with a copy of your student's immunization record if they have been recently immunized. If you choose to not vaccinate your student, please contact me for an exemption form that must be signed and notarized. You can get vaccines at your primary health clinic or at Wadena County Public Health if you qualify for the state vaccine program. If you have questions, please contact me at Wadena County Public Health at 218-631-7629 or [jill.davis@wccmn.us](mailto:jill.davis@wccmn.us).

## MARK YOUR CALENDAR

Aug 29: No School/Staff Workshop  
Aug 30: No School/Staff Workshop  
Aug 31: Open House (3:30-7:00)  
Sept 1: No School/Teacher Workshop  
Sept 2: No School/Teacher Workshop  
Sept 5: No School/Labor Day  
Sept 6: First day of school for Kindergarten, 1<sup>st</sup> - 7<sup>th</sup> and 12<sup>th</sup> grade  
Sept 7: First day of school for 8<sup>th</sup> - 11<sup>th</sup> grade  
Oct 5: Two Hour Late Start/School starts at 10:15am  
Oct 20: No School/MEA Break  
Oct 21: No School/MEA Break  
Oct 24: Parent Teacher Conferences 3:30-7:00pm  
Oct 25: Parent Teacher Conferences 3:30-7:00pm  
Nov 2: Two Hour Late Start/School starts at 10:15am  
Nov 3: End of 1<sup>st</sup> Quarter  
Nov 4: No School/Teacher Comp day  
Nov 7: No School/Teacher Workshop  
Nov 24: No School/Thanksgiving Break  
Nov 25: No School/Thanksgiving Break  
Dec 7: Two Hour Late Start/School starts at 10:15am  
Dec 22: Early Release 12:30pm  
Dec 23 - Jan 2: No School/Christmas Break  
Jan 3: School Resumes  
Jan 4: Two Hour Late Start/School starts at 10:15am  
Jan 16: No School/Staff Workshop  
Jan 20: End of 2<sup>nd</sup> Quarter/1<sup>st</sup> Semester  
Feb 1: Two Hour Late Start/School starts at 10:15am  
Feb 20: No School/President's Day  
Mar 1: Two Hour Late Start/School starts at 10:15am  
Mar 13: Parent Teacher Conferences 3:30-7:00pm  
Mar 14: Parent Teacher Conferences 3:30-7:00pm  
Mar 17: No School/Teacher Comp day  
Mar 24: End of 3<sup>rd</sup> Quarter  
Apr 5: Two Hour Late Start/School starts at 10:15am  
Apr 7: No School/Easter Break  
Apr 10: No School/Easter Break  
May 3: Two Hour Late Start/School starts at 10:15am  
May 26: Last day of school for students/End of 4<sup>th</sup> Quarter and 2<sup>nd</sup> Semester  
May 26: Graduation @ 7:00pm  
May 29: No School/Memorial Day  
May 30-31: No School/Teacher Workshop

\*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 Jeannie Mayer 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. You can 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), and KKWS (105.9 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.

### Lead-in-Water Annual Notification

Minnesota Statute 121A.335 requires public school buildings serving prekindergarten through grade 12 to test for lead in water every 5 years. Verndale Public School has historically conducted and continues to conduct Lead in Drinking Water testing per the Minnesota Department of Health guidelines. For more information on the Verndale Public School lead reduction program and testing results, please contact Wade Kern, Building and Grounds Director 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 Public 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 2015. 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.

**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.

## Introducing the NEW JMC Family App

We have exciting news about a brand new app from JMC! The JMC Family app is designed to help families and schools collaborate and communicate by offering a 360° view of your student's academic and extracurricular world.

The JMC Family app will allow you to

- View student grades and set alerts
- Check meal balances and add funds
- Monitor attendance and schedule a future absence
- Keep up on school events and classroom news
- So much more!

So don't wait. Download this app today!

Download instructions can be found as a separate attachment in the same email this newsletter was sent in or on the main page of our website.

## STUDENT ABSENCE PROCEDURE

STUDENTS WHO ANTICIPATE BEING GONE FOR ONE DAY OR MORE MUST FIRST SECURE AN ADVANCE NOTICE OF ABSENCE FORM FROM THE OFFICE AND SHOW IT TO EACH OF THEIR TEACHERS. FAILURE TO DO SO BEFORE LEAVING MAY RESULT IN THE ABSENCE BEING UNEXCUSED.

TO RECEIVE AN ABSENCE FORM FROM THE OFFICE PARENTS SHOULD SEND A NOTE WITH YOUR STUDENT TO BRING INTO THE OFFICE OR CALL THE OFFICE DIRECTLY. TEXT MESSAGES WILL NOT BE ACCEPTED.

STUDENTS WILL NOT BE RELEASED FROM CLASS FOR PICK UP UNTIL THE OFFICE HAS RECEIVED A NOTE OR PHONE CALL FROM PARENT. STUDENTS SHOULD ALWAYS BE PICKED UP IN THE OFFICE.

UNEXPECTED STUDENT ABSENCES SHOULD BE CALLED INTO THE OFFICE BY PARENTS BY 8:30AM EACH DAY.

## 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).

## DROP OFF AND PICK UP

Students are **not allowed in the school building before 7:45am or after 3:15pm unless they are under the direct supervision of a school staff member.**

Elementary students will be allowed to enter their classrooms starting at 8:00am.

Students arriving late to school or leaving early from school **ARE REQUIRED** to check in or out through the main office.

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

## JMC Parent Portal

To access your JMC Parent Portal by using your personal computer 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 22-23 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 determined the following prices:

**Breakfast Prices**  
**Kindergarten: FREE**  
**Pre K, 1st – 12th grade: \$0.75**  
**Free/Reduced Students: FREE**  
**Adults: \$2.25**

**Lunch Prices**  
**Elementary (Pre K-6): \$2.25**  
**High School (7-12): \$2.35**  
**Free/Reduced Students: FREE**  
**Adults: \$4.95**

**Additional Milk**  
**Student: \$0.25**  
**Adult: \$0.40**

Parents and visiting students are expected to pay the adult price for their meal.

**\*\*All accounts must be prepaid or paid at the time of service.**

## SCHOOL MEAL INFORMATION

- Students qualifying for free or reduced price lunches must submit the Application for Educational Benefits 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 meals payments now.

- You may send one check for all students; it goes into your family account. Or pay online in your JMC Family Account.

- 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.

### 2022-2023 Application for Educational Benefits (Free and Reduced Lunch Form)

Can be filled out electronically from your JMC Parent Portal. Access to JMC Parent Portal can be found on the parent resource page of our website.

## LUNCH PRICES/FREE AND REDUCED LUNCH PROGRAM

Dear Parent/Guardian:

Our school provides healthy meals each day. **Breakfast costs \$0.75 for Pre K, 1<sup>st</sup> – 12<sup>th</sup> grade students and is FREE for Kindergarten students; Lunch costs \$2.25 for elementary students and \$2.35 for high school students. Additional milk for students cost \$0.40 each.** 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: Independent School District #818, 411 SW Brown Street, Verndale, MN 56481. **Who can get free school meals?** Children in households participating in the Supplemental Nutrition Assistance Program (SNAP), Minnesota Family Investment Program (MFIP) or Food Distribution Program on Indian Reservations (FDPIR), 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?** Include 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 FDPIR 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 questions or need help, call 218-445-5184. Sincerely, Amy Thompson

### Instructions for Completing the Application for Educational Benefits

Complete the Application for Educational Benefits form for school year 2022-23 if any of the following applies to your household:

- 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 (FDPIR) 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 FDPIR. Military: Do not include combat pay or assistance from the Military Privatized Housing Initiative. The income guidelines are effective from July 1, 2022 through June 30, 2023.

#### Maximum Total Income

Household size	\$ Per Year	\$ Per Month	\$ Twice Per Month	\$ Per 2 Weeks	\$ Per Week
1	25,142	2,096	1,048	967	484
2	33,874	2,823	1,412	1,303	652
3	42,606	3,551	1,776	1,639	820
4	51,338	4,279	2,140	1,975	988
5	60,070	5,006	2,503	2,311	1,156
6	68,802	5,734	2,867	2,647	1,324
7	77,534	6,462	3,231	2,983	1,492
8	86,266	7,189	3,595	3,318	1,659
Add for each additional person	8,732	728	364	336	168

**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 FDPIR, write in the case number and then go to Step 4. If you do not participate in any of these programs, 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 income.** 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 report, 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, unemployment, child support, public assistance, social security, rental income or annuities. **Step 4: Signature and Contact Information** 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. **Optional:** Please provide the information on ethnicity and race that is requested on the second page of the form. This information is not required and does not affect approval for school meal benefits. The information helps to ensure we are meeting civil rights requirements and fully serving our community.

## SEASON PASSES

The Verndale School will sell season passes for athletic events. These passes 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 or at the ticket table at athletic events for the following prices:

**Verndale Students FREE**

**Adults \$50.00**

**Family \$100.00**

(The family pass includes college students up to age 24)

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.**

## 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 encouraged to pick up their cards at the school office from 8:00 AM to 4:30 PM.



## TARGETED SERVICES

The Verndale School District plans to provide a Targeted Services program, this year, which will be dependent on staff availability and student enrollment. This program is for elementary grades. This is a free program, however, there are specific criteria and eligibility standards that must be met before a student can be enrolled. Please watch for more information.

### 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 the District Office during the open house.

Also, please stop in the District Office to pick up any expired medication. All expired medications will be disposed of after October 1, 2022.

## 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 playing and learning together along with parents taking part in informal discussions on different topics. Classes 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 blu: [dovissie@verndale.k12.mn.us](mailto:dovissie@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!



## 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.

### ATHLETICS AND ACTIVITIES

Our Activities Department has an activities website. This website can be found under the activities tab on the Verndale School website under "Athletics and Activities" and will have announcements regarding athletics as well as upcoming events, scores and pictures. We are once again asking our student athletes to register for athletics on this page. This online registration will allow our coaches and advisors to have updated contact and medical information. We still do not charge activity fees to participate.

## DIGITAL CONTENT NOTICE

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

The Verndale School District, at its sole discretion, may use, distribute and post photos and/or video for professional development and research purposes, and any other purpose the Verndale School District deems appropriate to further the mission of the organization, and that the video recording and digital materials, and all copies thereof, shall constitute the sole property of the Verndale School District. 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 Jeannie Mayer 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)*



## 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 available at the clinic, school office, or online. Students will not be allowed to participate in the athletic activity until they have a current physical clearing them to participate.

If you have any questions, please contact Greg Johnson at 218-445-5184 ext. 308.