

MEMO TO: Board of Education  
TOPIC: Regular School Board Meeting  
FROM: Steve D. Cairns, Superintendent  
DATE: December 27, 2017

A Regular School Board Meeting of the Board of Education will be held January 2, 2018 at 7:30 PM in the High School Room 101.

### Agenda

**1. CALL TO ORDER**

A. Pledge - Chairman Broden

**2. ORGANIZATION OF THE BOARD**

A. Nominations for Board Chairperson

B. Nominations for Board Clerk

C. Nomination for Board Treasurer

D. Set Board Meeting Dates and Time

Current

First and third Mondays of each month at 7:30 p.m. unless there is a conflicting holiday.

Add

In case of inclement weather or other unforeseen circumstances, the board will meet the following day, same location and same time.

E. Official Newspaper

Current

Farmers Independent

F. Official Depositories for School District

Current

First National Bank, Bagley, MN

Minnesota School District Liquid Asset Fund

USBank

PMA/MN Trust

BMO Harris Bank

G. Set School Board Salaries

Current:

Chairman - \$67.50 per meeting

Clerk - \$65 per meeting  
Treasurer - \$65 per meeting  
Directors - \$60 per meeting

\$60 per meeting for attending committee and negotiations meetings.  
Mediation and arbitration meetings - \$150/day - \$75/half day

**New:**

Board member should contact District Office when they attend committee meetings.

H. Mileage Reimbursement

Current

Reimbursement for those who travel on school business at \$0.50/mile. When personal vehicles are used for travel at the request of the employee, no reimbursement will be made unless the transportation director confirms a school vehicle was not available.

I. Meal Reimbursement

Current

- A. Breakfast - \$7.00
- B. Lunch - \$9.00
- C. Dinner - \$15.00
- D. \$31/day may be used for one, two or three meals if gone all day.
- E. Board members receive full reimbursement for meals and lodging.

Receipts must be submitted to the School Accountant in order to be reimbursed.

**New:**

CLAIMS MUST BE ITEMIZED AND CANNOT INCLUDE TIPS. CLAIMS THAT ARE NOT FOR OVERNIGHT TRIPS WILL BE PAID THROUGH PAYROLL AND WILL BE TAXABLE INCOME.

Per IRS regulations, the value of employer provided meals and reimbursements for meals are to be included in the taxable income of the employee, unless there is some provision that allows for the meal to be excluded from taxable income. A meal may be excluded from the employee's taxable income if the meal is a result of the employee traveling away from home on overnight business.

J. School Attorney

Current

Kennedy and Graven, Minneapolis, MN

K. Committee Assignments

Current

District Advisory Committee: Jeremy Davies, Amy Fontaine and Steve Cairns

Negotiations Committee: Steve Cairns, Adam Broden, Jamie Grover, LeAnn Agnes

Transportation Committee: Wendy Fultz and Amy Fontaine

Community Education Committee: Amy Fontaine

BRIC: LeAnn Agnes

Meet and Confer: Steve Cairns, Adam Broden, Jeremy Davies and LeAnn Agnes

Athletic Committee: Jamie Grover and Renee Benson

Security Committee: Wendy Fultz, Renee Benson and Jeremy Davies

Wellness Committee: Adam Broden, Amy Fontaine, Jamie Grover and Steve Cairns

Pine to Prairie Committee: Amy Fontaine

School Forest Committee: Steve Cairns and Jeremy Davies

Indian Parent Committee: Renee Benson

L. Caretaker/Manager of the Imprest Fund

Current

David Decker, Business Manager

Jennifer Hecht and Angela Gerbracht are authorized to sign checks in this account.

M. Recorder of the Minutes for ISD #162

Current

Jennifer Hecht

N. High School Auxiliary Account Caretaker/Manager

Current

Carrie Ham and Kim Halverson to sign and validate checks and disbursements of funds from the Bagley High School Auxiliary Account and naming David Gooch as the Caretaker/Manager of the account.

O. Bagley Elementary Auxiliary Account

Current

Dixie Boe to sign and validate checks and disbursements of funds from the Bagley Elementary Auxiliary Account and naming Lee Furuseth as the Caretaker/Manager of the account.

P. LEA Resolution

Current

The Local Board of Education of Independent School District #162 has authorized Steve Cairns, at a monthly meeting held on January 3, 2017, for the calendar year 2017 to act as the LEA Representative in filing an application for funds as provided under Public Law 103-382. The LEA Representative will ensure that the school district maintains compliance with the appropriate Federal statutes, regulations, and State procedures currently in effect and will act as the responsible authority in all matters relating to the administration of this application. Lee Furuseth is authorized as Contact Person for Title I and Title II Part A.

**New - 2018:**

The Local Board of Education of Independent School District #162 has authorized Steve Cairns, at a monthly meeting held on January 2, 2018, for the calendar year 2018 to act as the LEA Representative in filing an application for funds as provided under Public Law 103-382. The LEA Representative will ensure that the school district maintains compliance with the appropriate Federal statutes, regulations, and State procedures currently in effect and will act as the responsible authority in all matters relating to the administration of this application. Lee Furuseth is authorized as Contact Person for Title I and Title II Part A.

Q. MSHSL Representatives

Current

Governing Board Representative: Amy Fontaine

Boys Sports Representative: Doreen Zierer

Girls Sports Representative: Doreen Zierer

Speech Activities Representative: Hold

Music Activities Representative: Joshua Gunderson

Designated Representative: Steve Cairns

R. PL 88-352 Title VII Part A Indian Education

Current

Naming Superintendent Cairns as official representative in applying for funds under PL 88-352 Title VII Part A Indian Education and that application for these funds are made. Further, that Carol Vik be named as Indian Education Director for the calendar year 2017

**New 2018:**

Naming Superintendent Cairns as official representative in applying for funds under PL 88-352 Title VII Part A Indian Education and that application for these funds are made. Further, that Carol Vik be named as Indian Education Director for the calendar year 2018.

S. Public Law 81-874 Impact Aid

Current

Naming Superintendent Cairns as official representative in applying for funds under Public Law 81-874 Impact Aid and Janice Goodwin to make application for these funds.

T. Approve Payments of Bills

Current

Authorizing the Board Treasurer to approve payments of bills for all months during the year

the Board of Education meetings do not coincide with the District's normal disbursement schedule.

U. 2018 Legislative Liaison for the Bagley Board of Education

Current

Adam Broden

V. EFT Transfers

To authorize David Decker and Angela Gerbracht to make electronic fund transfers.

W. Board Members Employment

- 1) Jamie Grover - substitute teacher
- 2) Amy Fontaine - coaching and activities worker
- 3) LeAnn Agnes - sub paraprofessional

**3. PREVIEW OF AGENDA**

*During this time any board member may pull any item(s) from the Consent Agenda*

**4. ADDITIONS TO THE AGENDA**

**5. CONSENT AGENDA**

A. Minutes - December 18

9

**6. COMMUNICATIONS**

**7. STUDENT INPUT AND RECOGNITION**

A. Athletes of the Week

- 1) December 20
  - Brycen Friborg (Fr., Boys Basketball)
  - Isaiah Tramm (7th grade, Boys Basketball)
  - Zachary Anderson (Fr., Boys Basketball)
  - Sophia Singh (7th grade, Dance Team)
  - Jacob Ubert (Sr., Wrestling)
  - Alex Syverson (Jr., Girls Basketball)

**8. PUBLIC PARTICIPATION**

A. Varsity basketball and the athletic program - Tonya Lindbery

**9. COMMITTEE REPORTS**

- A. Transportation
- B. Policy
- C. Facilities
- D. Negotiations
- E. Athletics
- F. Security
- G. Wellness

H. Other	
<b>10. REPORTS AND PRESENTATIONS</b>	
A. Trip Request	11
Spanish Club Trip to Costa Rica - Maria Bjorklund	
B. Spanish Club Fundraiser Request - Maria Bjorklund	35
C. January 15 Staff Development Activities - Lee Furuseth & David Gooch	36
<b>11. SCHOOL BOARD ACTION</b>	
A. Air Handler Replacement at Bagley High School	
There are four air handling units slated to be replaced. This is a Long-term Facilities Maintenance project for 2018-2019.	
1) Authorize James Stocke, EAPC, professional services to design, drawings, specifications, advertisements, bidding requirements, and project management. Approximate cost will be \$10,500.	
2) Estimated costs for the replacement for the four air handlers (MAU-1, MAU-2, MAU-5 & MAU-11) in about \$139,000.	
B. Clearwater County Nursing Service Agreement	69
The School Health Office paraprofessional will be billed monthly at \$1,365/month with a maximum of \$12,285/year.	
Mental Health Collaborative funds have decreased by \$7,500.	
C. Staffing	
1) Request for Personal Leave for Amanda Lundmark, Para Educator. Amanda is requesting two additional days off.	
<b>12. NEXT MEETING'S AGENDA ITEMS - <i>Chairman Broden</i></b>	
<b>13. MEETING SCHEDULE- <i>Chairman Broden</i></b>	
<b>Tuesday</b> , January 16, 2018, at 7:30 p.m. in High School Room 101.	
<b>14. ADJOURNMENT</b>	

## 2017 School Board Committees

The following is a list of the School Board Committees and a brief definition of the role of the committee as I understand them. I recommend having some discussion about each committee's responsibilities prior to voting on the School Board members.

### Committee for 2017

1. District Advisory Committee (WBWF Requirement) formerly known as the District Leadership Committee
  - a. The district advisory committee recommends to the school board academic standards, student achievement goals and measures, and district assessments. There is a new requirement that the district advisory committee also make recommendations about the means to improve students' equitable access to effective and more diverse teachers.

*Minnesota Statutes, section 120B.304 was amended to include the following: A school district that does not have an agreement between the school board and the exclusive representative of the teachers about selecting assessments must establish a district assessment committee to advise the school board on administering standardized assessments to students in addition to the assessments required under section 120B.30 and applicable federal law unless paragraph (b) applies. The committee must include an equal number of teachers and administrators and at least one parent of a student in the district and may include at least one representative from each school site in the district. (b) A school district may seek this assessment advice from the district advisory committee under section 120B.11, subdivision 3, instead of establishing a committee under this section.*

*Subdivision 4 of the WBWF legislation related to school site teams was amended. Schools must now establish a site team to develop and implement strategies and education effectiveness practices to improve instruction, curriculum, cultural competencies (including cultural awareness and cross-cultural communication), and student achievement at the school site. Prior to 2016, this was optional. In addition, the site team must include an equal number of teachers and administrators and at least one parent.*
2. Negotiations Committee:
  - a. Committee meets and negotiates with all employee work groups and individuals employed by the Bagley School District. Committee makes recommendations to the School Board for work agreements and changes to employee job descriptions.
3. Transportation Committee:
  - a. Committee meets with the Transportation Director and Superintendent to discuss and collect bids for District bus and vehicle purchases. Makes recommendations for transportation policies and procedures to the School Board.
4. Community Education Committee:
  - a. Meets periodically with the Community Education Director and Superintendent to discuss budget, staffing needs, curricula, grants, program initiatives, and goals. Committee makes recommendations to the School Board.
5. BRIC:
  - a. Bemidji Regional Interdistrict Council School District Representative to meet once per year at the annual BRIC Board meeting.
6. Meet and Confer Committee:
  - a. The "Meet and Confer" process is established by law to open a line of direct communication between teachers and the school district. Discussions of submitted topics and the resulting exchange of points of view will result in closer cooperation between the two parties and will benefit both parties and the students who will be the ultimate gainers.
  - b. Representatives of the Board of Education, the teachers and the Superintendent of Schools will meet 3 times annually to consider items submitted in writing and signed by the submitter. Any topic may be considered but the committee will reject items that deal with conditions of

- employment or that are more properly dealt with through the grievance procedure as established in the Master Contract.
- c. The committee will establish its own procedures.
  - d. The committee is not a decision making group but will make its findings known to the Board of Education with whom the final decision on any matter will rest.
7. Athletic Committee:
    - a. Meets monthly or as needed to discuss the athletic policies and procedures of the School District. Committee makes recommendations to the School Board about changes in the athletic programs.
  8. Security Committee:
    - a. Meets occasionally to discuss school site and District security needs and policies. Review of Emergency/Disaster Preparedness Manuals and procedures. Committee coordinates with law enforcement and County MIMS planning teams. Review security grants and partnerships with local area collaborative.
  9. Wellness Committee:
    - a. Meets periodically to discuss wellness initiatives, policies and procedures, grants, and wellness climate issues. Makes recommendations to the School Board.
  10. Facilities Committee:
    - a. Group meets to discuss school facilities and School District needs. Committee recommends changes in policies and procedures regarding school district facilities. Committee coordinates facilities planning, bonding, and referendum discussions. Recommendations are made to the School Board.
  11. Area Learning Program:
    - a. Discuss changes in policies and procedures for the Bagley ALP with the Director and Superintendent. Committee makes recommendations to the School Board for action.
  12. Budget Committee:
    - a. Committee is active at the request of the Superintendent during budget reductions and major funding changes occurring within the School District. Budget committee will examine options and make recommendations to the School Board for action.
  13. Pine to Prairie Committee:
    - a. Meets monthly to discuss Vocational Education within the Pine to Prairie conference school districts.
  14. School Forest Committee:
    - a. Meets 2-3 times annually or as needed to monitor and direct the Stewardship Plans for the Bagley and Minerva School Forests. Committee makes recommendations to the School Board for action.
  15. Volunteered to be the board representative as requested by the Staff Development Committee.

**BAGLEY PUBLIC SCHOOLS  
REGULAR SCHOOL BOARD MEETING  
DECEMBER 18, 2017  
MINUTES**

The regular meeting of the School Board, Independent School District #162 was held on December 18, 2017, at 7:30 p.m. in High School Room 101. Members present: Adam Broden, Wendy Fultz, Amy Fontaine, LeAnn Agnes, Renee Benson, Jeremy Davies, Jamie Grover and Superintendent Cairns. Members absent: None.

Treasurer Fontaine called the meeting to order and opened with the Pledge of Allegiance to the Flag.

1. A motion was made by Wendy Fultz, seconded by Jeremy Davies to approve the following consent agenda items:
  - A. December 4 Minutes – Regular and Strategic Planning
  - B. December 2017 Invoices - \$282,013.17 – Ck# 58616-58680
  - C. November 2017 Hand Payables - \$210,298.60 – Ck #32232-32287
  - D. November 2017 Statement of Cash Balances - \$3,850,635.29
  - E. November 2017 Budget Comparison
  - F. November 2017 Wires Payments - \$263,394.66
  - G. BES & BHS Auxiliary AccountsMotion passed 7-0.
2. Superintendent Cairns distributed thank you cards from the Halvorson family and the Bethel/Dahl families.
3. Chairman Broden announced that Carson Grover was the October Senior of the Month.
4. Chairman Broden announced that Darian Stevens, Sloan Merschman, Rachael Broten, and Kathryn Agnew were the December 7 Student Athletes of the Week and Kara Cease-Bowman, Tessa Tramm, Dante Frank and Lee Waughtal were the December 14 Student Athletes of the Week.
5. Mr. Joshua Gunderson thanked the Board and Administration for the capital purchase of new music instruments and music stands.
6. A motion Amy Fontaine, seconded by LeAnn Agnes to approve the overnight choir trip to Concordia College Choral Festival on January 19-20, 2018. The district will provide the transportation. Motion passed 7-0.
7. A motion was made by Jamie Grover, seconded by Wendy Fultz to approve the Music Department Valentine Sing-o-Grams fundraiser during Valentine's week. Motion passed 7-0.
8. Director Agnes feels that the District background check policy and procedures are inconsistent. Some people are charged for background checks while other are not. Our school website does not mention that a background check is needed for employment or that there is a \$15 fee to process the background check. The Board agreed that our website and our application will include that information regarding background checks and the \$15 processing fee.
9. A motion was made by Jeremy Davies, seconded by Renee Benson to adopt resolution accepting gifts/donations to Bagley Public Schools:

**WHEREAS** the following; therefore, **BE IT RESOLVED** by the School Board of Independent School District #162 – Bagley School Board does hereby accepts the following donations:

Please see attached list.

Motion passed 7-0.

10. A motion was made by Jeremy Davies, seconded by Jamie Grover to approve Policy 620 – Credit for Learning with recommended changes on item B1B. Motion passed 7-0.
11. The Air Handler Replacement at the Bagley High School item was tabled until the January 2 meeting.
12. ITEMS FOR THE NEXT AGENDA:
  - A. Staffing
  - B. January 15<sup>th</sup> In-Service Agenda
  - C. Air Handler Replacement at the Bagley High School
13. A Strategic Planning Committee meeting will be held on January 2, 2018 at 6:00 p.m. in High School Room 101.
14. The next School Board meeting will be held on January 2, 2018, at 7:30 p.m. in High School Room 101.
15. A motion was made by Amy Fontaine to adjourn the meeting at 8:35 p.m. Motion passed 7-0.

Adam Broden, Chairman  
School Board  
Ind. School District #162

Wendy Fultz, Clerk  
School Board  
Ind. School District #162

Overnight or Out-of-State Trip Request Form

School Board Adopted: November 7, 2016

Group/Grade Level Requesting trip: 10-12 Staff in Charge: Maria Bjorklund

Destination: Costa Rica

Agency making the arrangements: EXPLORICA

Dates of Trip: JUNE 4-12 Number of School Days Missed: NONE

Number of Students Participating: 5 Departure/Return Times: JUNE 4-12

Goal or purpose of the trip and its relationship to curriculum objectives: \_\_\_\_\_

Cultural Experience by imersing with the people/schools from the Country

Supervision requirements: one adult for every 8 students. Same gender chaperone must be included for each gender participating.

Staff Accompanying: ratio 5-6 participants per one chaperone

Other Adults Accompanying: no here, but we will join other school

Big Lake MN. with a male chaperone. Plus, when we are there, we have security supervision for male & female

Cost Factor:

Trip Funded by:  Student/Parents  Fundraiser  School  Other male & female

Cost per student: 2,226

This cost includes: Trip cost for student (transportation, meals, lodging, admissions, etc.) \$ Yes

Portion of trip cost for adult chaperones \$ —

Other (please describe) \$ \_\_\_\_\_

\* What provision has been made for students with financial difficulties? Fund raising activities conducted?

We want to fund raising activities to cover the cost of lodging from Bagley to Fargo before &

What efforts have been made to acquire the most cost effective price? after the trip.

I searched other companies and this Explorica is the best price.

Transportation Information: How will students be transported?

Bus \_\_\_\_\_ Name of Company \_\_\_\_\_

Plane \_\_\_\_\_ Name of Airline \_\_\_\_\_

School District bus or van  from Bagley to Fargo round trip.

School District not responsible for transportation \_\_\_\_\_

Other - explain \_\_\_\_\_

Meal (and lodging if relevant) arrangements (attach additional pages if necessary): attachment

Description of trip plan and routes (attach additional pages if necessary): attachments.

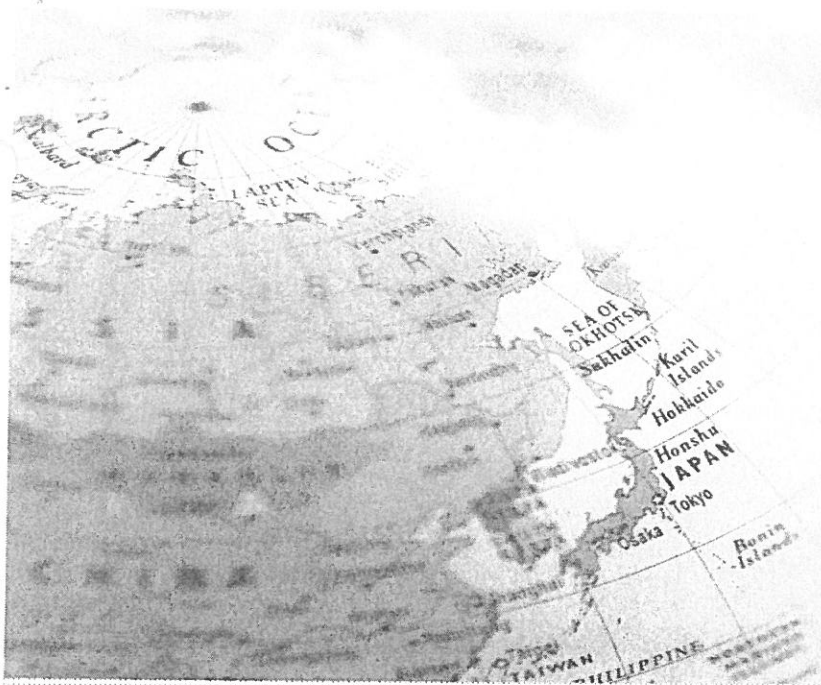
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Communication – Please attach a copy of the trip itinerary. Include parental and student input in the planning process and all parent meetings conducted to ensure full disclosure of the trip and associated topics to include but not limited to: purpose of the trip, cost (to include spending money), fund raising, adult chaperones, emergency telephone numbers, medical insurance needs, procedures for sending a student home in case of an emergency (medical, disciplinary, etc.) and itinerary.

Person in Charge Signature	<u>Maria Bjorklund</u>	Date	<u>12/21/17</u>
Building Principal Signature	<u>David Koch</u>	Date	<u>12/21/17</u>
Superintendent Signature	_____	Date	_____

Date School Board Approved \_\_\_\_\_



## School Board Packet

### Costa Rica

June 4, 2018 - June 12, 2018

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Welcome to Explorica and thank you for your interest in student travel!

As a licensed tour operator, Explorica is proud to be able to give your students the opportunity of a lifetime! When your school travels with Explorica, you'll bring your classroom lessons to life and offer your students valuable exposure to a city outside of their home town. An educational adventure for both you and your students.

Before we begin, please review a little more about us:

**Founded in 2000**, Explorica helps teachers create educational tours full of authentic, interactive learning experiences. We specialize in connecting teachers and students to new cultures, languages and people on educational tours across the globe.

We believe we can create a better world by enriching every student with a cultural experience through travel. We aim to be the product leader in educational travel, helping teachers and students discover the wonders of the world through safe and reliable tour experiences. And we do this with a passion for delighting customers and connecting travelers to the world.

Explorica's combination of exclusive online tools and personalized service enables us to create tours uniquely suited to provide both the best value and the most customized tours in the industry.

Every Explorica tour includes flights or bus transportation, accommodations, on-tour transportation, most meals and an expert, full-time Tour Director dedicated to your group. And with our veteran Program Consultants, Customer Care Representatives, and comprehensive, user-friendly website, we're always here to support you from the moment you contact us, to the minute you shout bon voyage!

**Join more than 750,000 teachers and students in experiencing the world on Explorica tours!**

Happy travels!

Sincerely,  
Matt Wertz  
President & CEO



## Hotel Information

Even though you'll be far from home, your comfort won't be compromised. Because when you travel with Explorica, you'll stay in clean, safe, attractive hotels that provide modern amenities and easy access to major attractions.

It is Explorica's policy to accommodate students in safe and clean hotels. We follow the three "C"s for our hotels – clean, comfortable, and convenient to the city. Upgraded hotels are available upon request.

The selection of our hotels is based on proximity to tour sights, comfort, quality, and safety. Students are roomed in either triple or quad accommodations based on the hotel availability. Paying adults (23 or older) are roomed in twin/double accommodations and charged the \$45 per night double/twin rooming supplement (\$85 per night for cruises and ferries). The cost for adults to upgrade to a single room is \$85/night.

### ***HOTEL SAMPLE SPECIFIC TO MONTEVERDE, COSTA RICA***

#### ***El Establo Mountain Hotel, Monteverde***

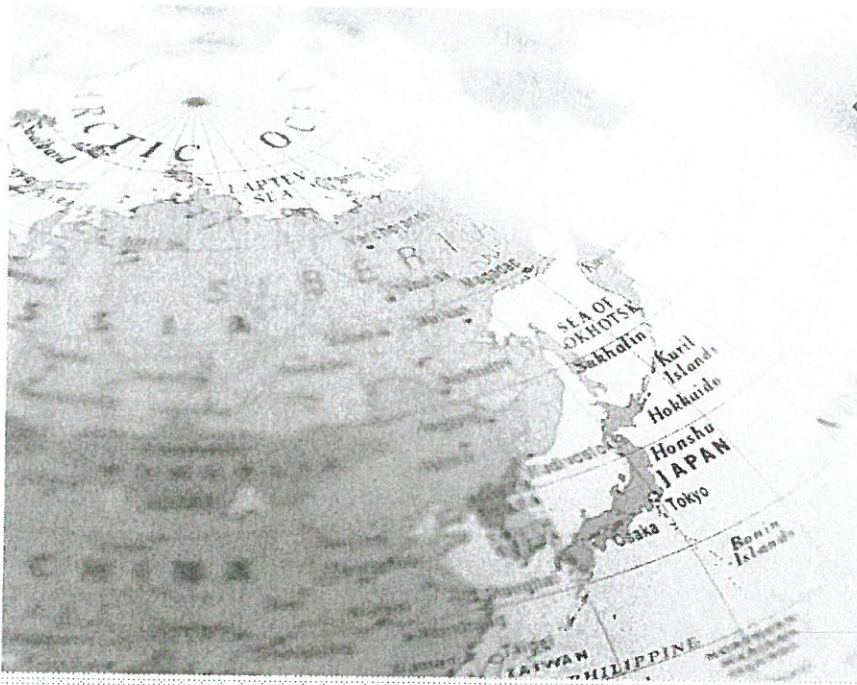
*Standard hotel*

#### ***Hotel description***

*"Nestled in the misty cloud forest of Monteverde, El Establo offers the best-quality services that will make your trip an unforgettable experience: The area's best view, heated indoor pools, spa, restaurants, café-bars, special events center, internet access, souvenirs shop, tennis court, basketball court, mini soccer court, biking trails, canopy tour and the most charming staff."*

#### ***Group leader evaluations***

*"El Establo was above and beyond. We really enjoyed staying here. The food was excellent! The students were very happy here."*



## Meal Information

Explorica provides breakfast and dinner daily on all tours (unless otherwise indicated on your itinerary). Explorica makes sure all travelers get a unique experience through their meals, such as a tapas dinner in Spain, crepes in France or wiener schnitzel in Germany.

## Tour Director

Your Tour Director is responsible for organizing the overall logistics of the trip. He or she will be with you from the beginning of the tour until the end to oversee the arrangements for all transportation, meals, accommodations, and sightseeing. The Tour Director can also provide very general information and suggestions for your free time. Local guides are your resource for detailed destination information.

## Communication on Tour

Explorica provides a Tour Diary for each group that travels. We were the first company to develop the diary and have been providing this service for 10 successful years. Our online Tour Diary lets parents and friends see pictures of the group as they travel, so they know their children are safe, happy, learning and having fun. Here is an example of a posting for a group that traveled on our England and Scotland tour April, 2013:

“Day 3 - We left our hotel near Glasgow and headed up north into the Trossachs National Park to make our first stop in the village of Luss on the banks of Loch Lomond. We walked down to the beach and up through the village. Next we followed the sides of the loch all the way up, making some photo stops along the way until we came to a rest-stop called 'The Green Welly' where we made a lunch break. This afternoon we arrived in the very heart of the highlands, driving across the barren landscape and making a photo stop in the Glencoe valley, scene of the Glencoe Massacre back in 1692. We learnt about the clan difficulties at the time and the Jacobite movement. Next we got great views of the UK's highest mountain, Ben Nevis, as we headed around the western coast and across the Grampian mountains. We stopped in some cute highland villages and saw a game of Shinty (like a kind of highland hockey). We've arrived at the hotel now, our base for exploring more of the Highlands tomorrow!”



## Company Information and Safety

›All Tour Directors come highly recommended with at least 5 years work experience in the industry.

›Explorica has a \$50 million Liability Insurance Policy (see below). We can have the school information printed on the certificate before traveling.

›Explorica offers each traveler the option to purchase the Travel Protection Plan at \$12/day or \$18/day for the Travel Protection Plan Plus.

›We are a member of USTOA: United States Tour Operators Association \$1 Million Travelers Assistance Program. As an Active Member of USTOA, Explorica Inc., is required to post \$1 Million with USTOA to be used to reimburse, in accordance with the terms and conditions of the USTOA Travelers Assistance Program, the advance payments of Explorica, Inc. customers in the unlikely event of Explorica, Inc. bankruptcy, insolvency or cessation of business. Further, you should understand that the \$1 Million posted by Explorica, Inc. may be sufficient to provide only a partial recovery of the advance payments received by Explorica, Inc. Complete details of the USTOA Travelers Assistance Program may be obtained by writing to USTOA at 275 Madison Avenue, Suite 2014, New York, New York 10016, or by email to [information@ustoa.com](mailto:information@ustoa.com) or by visiting their website at [www.USTOA.com](http://www.USTOA.com).

›In addition to the USTOA, Explorica is affiliated with the following notable organizations: Student Youth Travel Association (SYTA), National Tour Association (NTA), European Tour Operators Association (ETOA), Better Business Bureau (BBB), International Air Transportation Association (IATA), World Youth Student & Educational (WYSE) Travel Confederation, British Educational Travel Association (BETA)



## Liability Policy

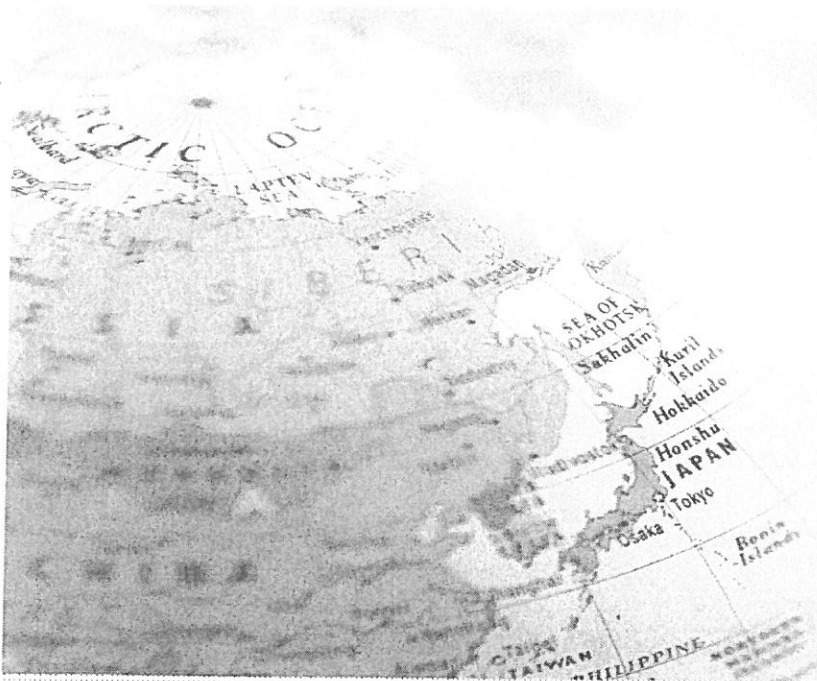
To Whom It May Concern,

We understand that many school officials have expressed concern about allowing their students to travel. We want to assure you that the safety of the tour participants is Explorica's number-one priority and that we have policies and procedures in place to protect the school, school district, teachers, and participants involved with this tour.

Explorica has a \$50 million liability policy with Lockton Companies that protects 3rd parties and tour participants (students, teachers, chaperones) for injuries and damages resulting from Explorica's negligence. We know that school officials should not have to assume responsibility for the safety of their students while on tour, and with Explorica, they don't. Explorica has taken all precautions to best protect the students and other tour participants.

We of course share your concern for the students' safety and peace of mind. Our optional Cancel for Any Reason travel protection plan provides medical, baggage, and cancellation insurance coverage for our travelers. We also have a network of support staff in the United States as well as a 24-hour emergency service for groups and their families. We offer additional peace of mind for parents and friends of our travelers by providing an online "Tour Diary" that is updated with pictures and journal entries by the Tour Director throughout the trip. If you would like to discuss this matter further, we would be happy to speak with you at any time. Please call us at 1.888.310.7120.

Sincerely,  
Matt Wertz  
President & CEO



## Payment Options

### FULL PAYMENT

Pay in full at time of enrollment.

### MONTHLY AUTOMATED PLAN

Pay your \$50 deposit plus any travel protection plan fees with a credit card or checking account upon enrollment, and the balance of your Tour Fee will be automatically charged to your card or debited from your account in equal monthly installments until 35 days prior to your departure date. Please note that you must make all payments by credit card, debit card, or checking account. If two consecutive payments are returned NSF or declined, we will change your account to the 4-Step Manual Plan.

### 4-STEP MANUAL PLAN

Pay your \$99 deposit upon enrollment, and then pay \$500 toward your balance 30 days later. At 120 days prior to departure 75% of the balance is due. At 75 days prior to departure the remainder of the balance is due. You must make each payment manually.

### GENERAL PAYMENT INFORMATION

We accept MasterCard, Visa, ACH checking account payments (and require a credit card or ACH payment for our monthly payment plan), money orders, and personal checks. Please note personal checks are only accepted until 75 days prior to departure and ACH payments until 65 days prior to departure.

Each month we will automatically charge the credit cards or debit the checking accounts of participants who choose our monthly payment plan; we will send email reminders of payments due to all other participants approximately two weeks in advance of the payment due date. You will receive payment reminders only through email and not through the mail. Payments that are late are subject to a \$50 late fee. The date of payments is determined by the date of receipt at Explorica. If you are not paid in full by 75 days prior to your departure or do not meet the conditions of your payment plan, then your tour reservation will be cancelled (subject to standard cancellation policy).

Payments rejected due to insufficient funds, disputed by your credit company, returned to us by the drawer's bank, or returned due to a stop-payment order are subject to a \$35 non-refundable fee. We reserve the right to cancel reservations for any participant who does not meet his or her contractually obligated payment schedule. Any bounced checks are subject to a \$35 non-refundable fee.



## Insurance Policy

### EXPLORICA'S TRAVEL PROTECTION PLANS

Through Trip Mate, our third-party travel protection plan provider, four out of five Explorica travelers protect their tours with our travel protection plans. Explorica offers two great plans that help protect your educational travel investment.

### EXPLORICA'S TRAVEL PROTECTION PLAN

Our standard travel protection plan covers you for the following events:

- ›A traveler's injury, sickness, or death of a family member
- ›Theft of passport or visas
- ›Flight cancellations due to strike or bad weather
- ›Loss of luggage and personal effects
- ›Trip cancellation or trip interruption due to covered reasons such as a covered sickness, illness, injury or death
- ›Trip cancellation or trip interruption due to terrorist acts, as defined

### EXPLORICA'S TRAVEL PROTECTION PLAN PLUS

Along with providing you the same benefits as our standard Travel Protection Plan, the Explorica Travel Protection Plan Plus also includes our exclusive Cancel For Any Reason Waiver Benefit. With our Cancel For Any Reason Waiver Benefit, if you cancel your trip for any reason not otherwise covered by this policy, we will reimburse you for 75% of the non-refundable cancellation fees which apply to your trip, provided:

- 1) Payment for this plan is received by Explorica within 14 days of your initial deposit/payment for your trip; and
- 2) You cancel your trip thirty (30) days or more before your scheduled trip departure date.

This Cancel For Any Reason Waiver Benefit does not cover: 1) penalties associated with any air or other travel arrangements not provided by Explorica; or 2) the failure of Explorica to provide the bargained-for travel arrangements due to cessation of operations for any reason.

The Cancel For Any Reason Waiver Benefit is provided by Explorica and is not an insurance benefit underwritten by United States Fire Insurance Company and must be purchased within 14 days of your initial payment for your trip.



## Insurance Policy Cont.

### TRAVEL PROTECTION PLAN BENEFITS

The following benefits apply to both of Explorica's high-quality Travel Protection Plans:

#### TRIP INTERRUPTION


If you have to interrupt your Explorica trip after departure due to a covered injury, sickness, or death (your own or that of a traveling companion or a family member) or for other covered reasons such as: cancellation of arrangements by an airline due to strike or bad weather; a documented theft of passports or visas; or a terrorist incident which occurs in a city which is listed on the itinerary of your trip and within 30 days prior to your scheduled departure date for your trip, as defined, you will be reimbursed up to the trip cost for the unused, non-refundable land or water arrangements and the additional transport charges paid to return home or to rejoin your trip (limited to economy one-way airfare, or first class if your original tickets were first class).

#### TRAVEL DELAY

Reimburses up to \$100 per day (maximum of \$500) for reasonable accommodation and traveling expenses until travel becomes possible if you are delayed for 12 hours or more due to a covered reason such as a common carrier delay; injury, sickness, or death of you or your traveling companion; quarantine; loss of passport, travel documents, or money; or natural disaster.

#### MEDICAL EXPENSE/EMERGENCY ASSISTANCE

Provides reimbursement up to \$25,000 for reasonable and customary medical expenses incurred while on your trip; emergency dental treatment received during your trip, up to \$750; the costs for emergency transport to home or an appropriate hospital, including escort expense (both, if deemed necessary by the attending physician), for a covered injury or sickness which occurs while on your trip; or the cost of homeward carriage if deceased, up to \$50,000.



## Insurance Policy Cont.

### **BAGGAGE & PERSONAL EFFECTS**

Coverage up to \$2,000 for direct physical loss or damage to your baggage, passports, or visas while on your trip. A \$600 maximum limit applies to jewelry, gems, watches, cameras and camera equipment, and furs; a \$300 per article limit applies to all other items. If, while on your trip, your baggage is delayed for more than 24 hours, we will reimburse you up to \$100 for the purchase of necessary additional clothing and personal articles.

### **PRE-EXISTING CONDITIONS WAIVER**

The plan exclusion for pre-existing conditions is waived if you purchase the plan within 14 days of your initial deposit/payment for your trip.

A "Certificate of Coverage" which provides complete details of the plan, including conditions, exclusions, and limitations, is available to you on our website under the Travel Protection Plan or is available to you at any time by request.

The Explorica Travel Protection Plan benefits are administered by: Trip Mate, Inc. (In CA, dba Trip Mate Insurance Agency), 9225 Ward Parkway, Suite 200, Kansas City, Missouri 64114; tel. 1.800.888.7292.

The Explorica Travel Protection Plan is underwritten by United States Fire Insurance Company, Morristown, NJ.

The cost for Explorica's Travel Protection Plan is \$12 per day of your tour, maximum \$180. This plan must be purchased at the time of enrollment, and cannot be refunded once selected.

The cost for Explorica's Travel Protection Plan Plus is \$18 per day of your tour, maximum \$270. This plan must be purchased at the time of enrollment, and cannot be refunded once selected.



## Positive Feedback

After every tour Explorica asks our Group Leaders to create an evaluation to judge our overall pre tour, during tour, and post tour performance as a company. Everything is judged and it is a great way to provide feedback for us to improve as a company. Often times we are given such positive feedback that we want to share it with potential Explorica group leaders.

### **Linda L., English & German Teacher, Bowdoin, ME**

My students had the time of their lives on this trip. Our Tour Director was so knowledgeable and incredible that Berlin, Prague and Munich just came alive during these ten days. What an experience!!

### **Michelle D., Coburg, ON**

Well-organized, educational and safe travel—I couldn't ask for more! I have students knocking on my door the first day back asking "where is the trip next year?".

### **Joe H., Spanish Teacher, Chandler, AZ**

I LOVE teaching, but I LOVE traveling more! What better experience can we bring to the lives of our students than actually living in the countries we study about?!

### **Kathleen W., French Teacher, Higganum, CT**

A wonderful experience for the students, especially hitting Carnevale in Venice. Our Tour Director enlivened the whole trip with his wit, charm and depth of knowledge.



## Costa Rica

June 04, 2018 - June 12, 2018

### Tour Specifics

#### TOUR ITINERARY:

##### Day 1 Hola San José

(groups flying from the west coast may be required to depart day 0)

Meet your tour director and check into hotel

##### Day 2 San José--Arenal

Travel to Arenal via Poás Volcano  
Poás Volcano

##### Day 3 Arenal landmarks

Lake Arenal kayaking tour  
Hanging Bridges Excursion  
Hot springs visit

##### Day 4 Arenal--Monteverde

Travel to Monteverde  
Local school visit  
Canopy zip line tour

##### Day 5 Monteverde landmarks

Santa Elena Biological Reserve visit  
Plant your own tree  
Horseback ride

##### Day 6 Monteverde--Coastal Puntarenas

Travel to Coastal Puntarenas  
Free time at the beach  
Optional Surfing lesson \$35

##### Day 7 Manuel Antonio excursion

Manuel Antonio National Park guided visit

##### Day 8 Coastal Puntarenas--San José

Travel to San José via Sarchí  
Sarchí craft village visit  
Optional Folklore evening \$35

##### Day 9 End tour

#### TOUR INVESTMENT:

Travelers under 23 years \$2,226.00\*

Travelers 23 and above \$2,711.00\*

#### INCLUDED:

Round-trip airfare, all transportation, sightseeing tours and site visits, all hotels with private bathroom, breakfast, lunch and dinner daily, full-time multi-lingual tour director.



## Supporting Documents

This School Board Packet should be submitted with the following supporting documents:

- › Official Price Quote
- › Student Application
- › Student/Parent Agreement & Release Form
- › Explorica's Terms & Conditions



## FINANCIAL ASSISTANCE PROGRAM

Explorica is dedicated to providing students with the opportunity to participate in an educational travel experience. To support this vision, participants ages 6-18 from families with an annual adjusted gross income (AGI) up to \$55,000 are eligible to receive \$150 in financial assistance through the Future Leaders of American Government (FLAG) Foundation, a 501(c) (3) nonprofit organization.

The financial assistance application process is completely confidential.

### APPLICANT REQUIREMENTS

- Current elementary, middle, junior high, or high school student
- In good academic standing
- Demonstrates independence and responsibility
- Explorica account is in good standing
- Has financial need

### ITEMS TO REMIT

- Application Checklist (enclosed)
- Completed Application (enclosed)
- Parent Statement (enclosed)
- Support for Household Income (see application for details)

**Please note:** All information must be provided in one envelope. We cannot process incomplete applications.

### TERMS AND CONDITIONS

The financial assistance program is subject to verification of household income, the student remaining in good academic standing, and the student attending the program for which he or she is registered. Only a limited number of grants are available each year, and funds are awarded based on eligibility and on a first-come, first-served basis until all available funds have been awarded. Order of award will be defined by the order in which the application, including income verification, is received. Award amounts identified over the phone are thus provisional until the award is made following receipt of your completed application. Explorica reserves the right to suspend the program at any time.

Students and parents are not entitled to any cash amount under any circumstances, including if the assistance is not used.

### FOR MORE INFORMATION

Contact Explorica Customer Care at 1.888.310.7121.





## APPLICATION CHECKLIST

I have completed and am submitting the following materials in application for financial assistance:

- Signed Application Checklist
- Completed Application
- Completed Parent Statement
- Support for Household Income

**Please note:** All information must be provided in one envelope. Incomplete applications will not be considered.

### TERMS AND CONDITIONS

The Financial Assistance program is subject to verification of household income, the student remaining in good academic standing, and the student attending the program for which he or she is registered. Only a limited number of grants are available each year, and funds are awarded based on eligibility and on a first-come, first-served basis until all available funds have been awarded. Order of award will be defined by the order in which the application, including income verification, is received. Award amounts identified over the phone are thus provisional until the award is made following receipt of your completed application. Explorica reserves the right to suspend the program at any time. Students and parents are not entitled to any cash amount under any circumstances, including if the assistance is not used.

I, the undersigned, believe the financial information and documentation I have provided to be true and correct and agree to provide upon request any additional information that becomes available.

X \_\_\_\_\_ Date: \_\_\_\_\_  
(Parent or guardian)





## FINANCIAL ASSISTANCE APPLICATION

Please print clearly.

Full Name of Traveler: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Telephone Number: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender (circle one): Male Female  
(DD) (MM) (YYYY)

Name of School: \_\_\_\_\_ Grade: \_\_\_\_\_

Name of Teacher: \_\_\_\_\_ Tour Center ID: \_\_\_\_\_

Family Household Income: \$ \_\_\_\_\_ \*  
(Federal Adjusted Support  
Gross Income) required

Father/Legal Guardian:

\_\_\_\_\_  
(Name) (Complete Address) (Telephone #)

Mother/Legal Guardian:

\_\_\_\_\_  
(Name) (Complete Address) (Telephone #)

\*Support is usually a copy of the first page of your most recent Federal Tax Return, Form 1040, showing name, address, filing status, names of dependents, and **adjusted gross income. Feel free to remove all Social Security numbers. Please correct for any losses that might be included (particularly in lines 12 and 36), and please also include any income from family members who you expect to contribute to the trip.** Other financial information may be removed. Families that file more than one return should provide copies of all returns and include those amounts in the Family Household Income reported above. Enter the amount of the scholarship and the trip price provided to you by Explorica Customer Care.





## PARENT STATEMENT

Please indicate here the nature of financial need and any other information relating to your financial situation that you believe will help us understand the circumstance, as well as the value you place on your child attending an Explorica program.

Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Applicant's full name:** \_\_\_\_\_

\_\_\_\_\_  
*(Signature of applicant)*

Date: \_\_\_\_\_

I, the undersigned, believe the above information to be true and the attached financial information is complete and correct for the most recent year.

\_\_\_\_\_  
*(Signature of parent/guardian)*

Date: \_\_\_\_\_

**Return application and all required documents to:**

Explorica Educational Travel  
Attn: Financial assistance program  
145 Tremont Street, 6th floor  
Boston, MA 02111  
(f) 888.310.7088  
(e) info@explorica.com





## Costa Rica

June 04 - June 12, 2018

Dear Parents,

I'm excited to announce that I will be leading a group of students on a once-in-a-lifetime educational tour, "Costa Rica." We'll explore famous historic sites, discover the rich heritage and diversity of different cultures and experience the places we've studied in class. Students will grow and mature as individuals and return home with a whole new worldview.

I've chosen to travel with Explorica because of their exceptional safety record, their supportive service and their glowing reviews from other teachers in our community who travel with them. Explorica programs offer the perfect mixture of fun and learning, and they provide everything we need.

Please read the enclosed materials and join me at the meeting to learn more. If you have any questions, don't hesitate to contact me directly at [mbjorklund@bagley.k12.mn.us](mailto:mbjorklund@bagley.k12.mn.us).

**Day: Thursday, November 09, 2017**

**Time: 5:30 PM**

**Place: Bagley High School, Room # 315**

I hope to see you there!

Sincerely,

Maria Bjorklund  
Group Leader

P.S. Don't delay: The deadline for enrolling is Tuesday, November 14, 2017!



# About Explorica

Explorica is a dedicated leader in educational travel, working one-on-one with teachers to create incredible tours full of authentic, interactive learning experiences. We help more than 400,000 students and teachers experience exceptional educational travel each year, and we invite you to join us.

## **Authentic learning**

We believe that educational travel is more than just sightseeing. Explorica tours are expertly designed to connect students to the people, languages and cultures of the places they visit through authentic and engaging experiences. Our expert tour directors and professional local guides lead the way, helping students see more—and learn more—than they ever thought possible. These guides provide insight and share hidden local gems you could never experience any other way.

## **Total peace of mind**

Explorica travelers benefit from our 50+ years of risk management experience and a worldwide network of support. From our dedicated team of risk management professionals working around the clock to preempt any problems before they arise, to our 24/7 emergency hotline and our 45 operation centers around the globe, we're always by your side. Safety is our first priority—and our record proves it.

## **Committed to affordability**

We're committed to enriching students through educational travel, and that means making it attainable for all families. In addition to guaranteeing the best prices in educational travel, we also provide scholarships, need-based financial assistance and a variety of additional resources to ensure that every student is able to join their classmates on the trip of a lifetime. Let us help you make travel a reality for your student.

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"When my daughter asked about the trip to Costa Rica I dreaded telling her we couldn't afford it—she already had her heart set on going. But Explorica made it possible! The price was reasonable and the payment plan allowed us to spread out the expense. She came back with new friends, new confidence and a passion for travel that is worth every penny."

—Karen L., parent, *Costa Rica Highlights 2015*

## Costa Rica

[explorica.com/Bjorklund-2018](http://explorica.com/Bjorklund-2018)

June 04 - June 12, 2018

**Day 1** **Hola San José** (groups flying from the west coast may be required to depart day 0)

Meet your tour director and check into hotel

**Day 2** **San José--Arenal**

Travel to Arenal via Poás Volcano  
Poás Volcano

**Day 3** **Arenal landmarks**

Lake Arenal kayaking tour  
Hanging Bridges Excursion  
Hot springs visit

**Day 4** **Arenal--Monteverde**

Travel to Monteverde  
Local school visit  
Canopy zip line tour

**Day 5** **Monteverde landmarks**

Santa Elena Biological Reserve visit  
Plant your own tree  
Horseback ride

**Day 6** **Monteverde--Coastal Puntarenas**

Travel to Coastal Puntarenas  
Free time at the beach  
*Optional Surfing lesson*

**Day 7** **Manuel Antonio excursion**

Manuel Antonio National Park guided visit

**Day 8** **Coastal Puntarenas--San José**

Travel to San José via Sarchí  
Sarchí craft village visit  
*Optional Folklore evening*

**Day 9** **End tour**



# Reserve your spot!



Tour Center ID: Bjorklund-2018  
Registration deadline: 11/14/2017

## What's included

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We provide everything you need for a remarkable trip:

- Round-trip airfare
- 8 overnight stays (9 with extension) in hotels with private bathrooms
- Breakfast daily
- Lunch daily
- Dinner daily
- Full-time services of a professional Tour Director
- Guided sightseeing tours and city walks as per itinerary
- Visits to select attractions as per itinerary
- Tour Diary™
- Note: On arrival day only dinner is provided; on departure day, only breakfast is provided
- Note: Tour cost does not include airline-imposed baggage fees, or fees for any required passport or visa. Please visit our Fees FAQ page for a full list of items that may not be included in the cost of your tour.

## Tour investment

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Students (travelers under the age of 23): \$2,226  
Adults (age 23 and over): \$2,711

## Automatic monthly payment plan

Pay just \$50 upon enrollment and the balance will be divided into equal monthly payments, charged automatically to your credit card or checking account. As of 11/09/17, your monthly payment would be just \$435.20.

Manual plan also available; learn more on [explorica.com/paymentplans](http://explorica.com/paymentplans).

## Travel protection

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Most Explorica travelers protect their investment with one of our trusted plans, starting from just \$12 per day. To learn more, visit [explorica.com/cfar](http://explorica.com/cfar).

Enroll online,  
by phone, or by mail



[explorica.com/signup](http://explorica.com/signup)



1.888.310.7121



Download and complete  
a paper application on  
[explorica.com/resources](http://explorica.com/resources)



145 Tremont Street, 6th Floor  
Boston, MA 02111

December 21, 2017

Bagley School District

Bagley School Board:

Our Spanish class is taking a nine day Cultural trip to Costa Rica on June 4-12, 2018, between or with Explorica. We still are looking at the lowest price. We took our Cultural Trip to Puerto Rico on June 2016 and it was awesome!

We would like to be included in your next School Board Meeting on January 2 2018 to get your approval to begin our Fundraiser as soon as possible.

This travel company is giving us a great list of ideas to do this Fundraiser. The list is long but these are the ones we want to do:

1. Concessions: without conflicting with Flyers. I already talk with Mrs. Hood and we can do concessions for the play.
  2. Requesting collaboration to different companies/entities in Bagley and the surroundings.
  3. Students are giving the opportunity to apply for scholarship to help with the cost.
- At this moment these is what we have in our minds for fundraiser.

I would like to get your approval in order to have a meeting with parents and students participating in this Cultural trip to Costa Rica.

Note: hopefully you have my information with the list of fundraising activities we got from Explorica. See attachments.

Sincerely,

A handwritten signature in cursive script that reads "Maria Bjorklund". The signature is written in black ink and is positioned above the typed name and contact information.

Maria Bjorklund/Sra. B  
World Language Teacher/Spanish  
Bagley High School  
mbjorklund@bagley.k12.mn.us  
Ext. 315

**January 15, 2018  
Bagley Elementary  
K-6 Elementary Teachers**

**8:00-3:30**

<b>Time</b>	<b>Type of Meeting or Activity</b>	<b>Location</b>	<b>Staff</b>
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8:00	Juice, Coffee, Rolls, Muffins Orientation for the day.	Staff Lounge	Teachers
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8:30	Math Pearsons EnVisions. *	Library	K, 1st, 2nd Teachers
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8:30	PLCs. Literacy 1 Hour. Math 2 Hours. <i>Explore Literacy. Most important components of effective/best practice Guided Reading. Explore components of Pearson/Envisions Math. Best practice components. Plan units and align second half of the year.</i>	PLC Locations	3rd, 4th, 5th, 6th Teachers
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**11:30-12:30 Lunch on your own      On your own All Teachers**

12:30	Math Pearsons EnVisions. *	Library	3rd, 4th, 5th, 6th Teachers
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12:30	PLCs. Literacy 1 Hour. Math 2 Hours. <i>Explore Literacy. Most important components of effective/best practice Guided Reading. Explore components of Pearson/Envisions Math. Best practice components. Plan units and align second half of the year.</i>	PLC Locations	K, 1st, 2nd Teachers
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3:30 End of Day

\* Bring to math workshop training:

1. Computer.
2. One Student Manipulation Kits.
3. Teachers' Edition. Most likely volume two (Volume one if you have one or two units left to finish).
4. Math Leaders need to bring: MDIS (Intervention Kit), which is one per grade level.



**CONFERENCE WEBSITE:**

<https://goo.gl/JUHuck>



**REGISTRATION:**

<https://goo.gl/MXyhpo>



AUTO | HOME | LIFE | RETIREMENT





Prairie Public Education Services is pleased to support ET 2018

We encourage all of you as teachers to pursue professional growth and feed the spark that keeps you passionate about teaching!

To support this, we are offering an additional PD opportunity:

### **2018 Prairie Public MASTER TEACHER**

Create a Lesson Plan based on what you learn from us at this event (attendance is required). A select number of teachers with excellent lesson plans will earn a \$50 stipend; one additional teacher will be awarded \$150 and be acknowledged as a 2018 Master Teacher.

This award also includes ongoing professional recognition, and additional PBS partnership opportunities. For more information, attend our Master Teacher session #1.16, or go directly to the lesson information and submission form:

<https://goo.gl/forms/yYTLDeLAbyToxcCv1>

We are excited to see your work!



AUTO | HOME | LIFE | RETIREMENT

**Be sure to stop by the Horace Mann booth to enter into the drawing for the donorschoose.org \$500 contribution, drawing will be held at the end of the day during 20 Fast, Fabulous & Free.**

# Conference Information

## Registration Directions

To register, visit: <https://goo.gl/MXyhpo>

We ask that you register for your first and second choice in each session. Your confirmed sessions will be on the individual schedule provided to you the week prior to the conference.

The deadline to register is December 8, 2017. Sessions fill up on a first-registered basis. The most popular sessions will fill up in the first week. **Due to limited seating in our classrooms, these full sessions will be removed from the registration form as they fill.**

Schools will be billed for each registered attendee following the conference. Individual attendees will need to pay the \$35 registration fee the day of the conference.

## Confirmation of Registration

Individual schedules will be delivered the week prior to the conference to your school office. Bring this schedule to the conference as it will have your schedule, session locations, and other important information. If you have received your individual conference schedule from your school, there is no need to stop at the Help Desk.

## Schedule

8:30 - 9:00 - Vendor Area open

9:00 - 10:00 - Session 1

10:10 - 11:10 - Session 2

11:20 - 1:30 - Session 3 and Lunch

1:30 - 2:30 - 20 Fast, Free & Fabulous tools to use in your classroom

## Lunch or Accommodation Needs

If you have any dietary needs or accommodation requests, please include that information on the online registration form. For needs after you have registered, please contact Sara Olson at [stolson@trf.k12.mn.us](mailto:stolson@trf.k12.mn.us)

## CEUs

Your certificate for Continuing Education Units can be printed from the link provided after completing your evaluation. It is up to your district's committee to allow content from this event to cover categories that you need for relicensure. Administrative CEUs can be picked up at the Help Desk.



Do you have a fun tool, app, shortcut, trick or hint to share? We're looking for presenters to share a free & fabulous tool in two minutes or less during the final event of the conference. Bring your computer or device and explain your tool in this fast-paced event. Sign up on the registration form if you are interested. Participants will receive a special token of

appreciation.

# Session #1

## 1.01 Formative Assessment: Simple and Effective Classroom Hacks (Plus Some New Ideas!)

*Gina Drellack*

*All Levels*

Formative assessment is an incredibly effective approach for transforming student learning in the classroom. This process is readily available to each one of us, but how do we actually do it? Come and discover simple tweaks to your existing teaching practices that will get you started, as well as resources to help you branch out and embrace this teaching practice even further. (All grades, across all devices.)

## 1.02 Breaking up Instruction with Fabulous Formative Assessment Ideas

*Erika Kahlhamer*

*All Levels*

Want to learn some fun/applicable ways to break up your instruction? I teach in the block schedule, and have been using/playing with different types of formative assessment over the past six years. In this session, I'll show you some of my favorites and give you time to brainstorm how you can use them in your classes. Bring your devices, because we will be using them.

## 1.03 The Basics and Beyond in Literacy Strategies

*Elizabeth Quick*

*Elementary*

This session will introduce the CAFE format for teaching literacy strategies in the areas of Comprehension, Accuracy, Fluency, and Expanding Vocabulary. Resources used include the *CAFE* book (Boushey, Moser), *The Reading Strategies Book* (Serravallo), and *DIY Literacy* (Roberts, Roberts). Learn how to build a repertoire of strategies for your whole-group lessons, how to set individual student goals based on strengths and needs in strategic reading, and how to teach in small groups based on those goals.

## 1.04 Article of the Week - Nonfiction, Writing, & Technology

*Kelsey Didrikson & Ann Olson*

*Elementary - Intermediate, Middle School, High School*

Based on Kelly Gallagher's Article of the Week assignment, we will show you how to use the NEWSOLA website to level articles for each reader, write the assignment in Google Docs, model the assignment using Mirroring, and then submit via Google Classroom - all while teaching valuable reading and writing skills.

## 1.05 How to Use the Google Suite in the Math Classroom to Enhance Learning

*Jessica Strom*

*Middle School, High School*

Over the summer I read a great book called "50 Google Activities for the High School Math Classroom." During this session, I will share the activities I have used since then. I will share the pros and cons I have found using the Google apps. I am not an expert, but I have been inspired to try digital activities and convinced I can improve learning in my classroom by doing these activities. Bringing your own device and an open mind is optional, but recommended.

## 1.06 Desmos in the Elementary Classroom

*Dianna Hazelton*

*Elementary*

Desmos is a FREE digital instructional tool. It is a calculator, a graphing calculator, a collection of digital student activities, a formative assessment tool and so much more. Desmos wants to help every student learn math and love learning math. In this session I will show you some of the activities and features Desmos has to offer teachers in the elementary classroom.

## 1.07 Studio Habits of Mind - Art Education in Your Classroom

*Rachael Evenson*

*Elementary*

What is best practice in art education? If you are a general ed teacher, it can be difficult to keep current with all of the trends in the different areas you teach. Learn the basics of the Studio Thinking 8 Habits of Mind, and how you can implement them in your classrooms to enrich your students learning.

## 1.08 Google Forms Keep Getting Better!

*Troy Cherry, TIES*

*All Levels*

Google Forms are a great way to gather information but they've expanded the capabilities to make them even more useful in the classroom. We will demo and discuss how to turn a Form into a quiz for quick online assessments. We will look at expanded question options using image responses and file upload for submissions. The last part will explore Add-ons like formMule so that you can add custom email responses based upon Form submissions.

## 1.09 Applications of UAS and GIS in the Classroom

*Zackary Nicklin & Stephen Sorenson, NCTC*

*Middle School, High School, Administrators*

Overview of Unmanned Aircraft Systems (Drones) and Geographical Information Systems and their ability to be used in the classroom. Imagery and Geospatial integration into geography, history, and social studies classes through the use of Story Maps and other geospatial products. Also, Unmanned Aircraft use cases from industry to the classroom. NCTC's DRONETECH Educator's Workshop will also be discussed.

## 1.10 Storify - Create Your School's Brand

*Kyle Erickson*

*Administrators*

George Couros challenged administrators in northwest Minnesota to "brand" our Learning Organizations – Use Storify to show yourself as a learning organization. Create your own stories. Storify lets you curate social networks to build stories, bringing together content scattered across the web into a coherent narrative. You can amplify the voices that matter and tell your story in a format that is interactive, dynamic and social through Storify. The session will provide an overview of Storify and demonstrate how to use it to engage stakeholders.

## 1.11 Remind

*Mara Gust*

*All Levels*

Have you heard of the communication app called Remind? It makes communicating with parents and/or students a snap! In this session we will learn about uses of Remind, best practices, and set up our accounts.

## 1.12 Getting SMARTer

*Troy Reynolds*

*All Levels*

About 10 years ago, SMART was the biggest trend in education. Many classrooms have them hanging in their rooms and many more classrooms are experiencing them for the first time. While the philosophy behind the SMART Board and Notebook hasn't changed, our familiarity and end use of SMART has been put on the back burner. In this session, we will revisit the things that made SMART a powerful classroom tool and look at some of the new tools that SMART has implemented to keep them current in education.

## 1.13 Coding to Learn: Hosting a PBS Kids Family Creative Learning

### Workshop

*Molly Flaspohler, PBS*

*All Levels*

The PBS Kids Family Creative Learning (FCL) program is a 4-week workshop series that engages children (5-8 yrs.) and their parents as they program their own interactive stories and games using a simple coding application called SCRATCHJr. The program helps participants learn to solve problems, design projects, and creatively express themselves on computers. Discover how Prairie Public Broadcasting's Education Services Department can facilitate training and support so that you can bring one of these innovative, engaging, and fun events to your community.

## 1.14 Minnesota Department of Education Reports and Resources

*Holly Brunson, MDE*

*All Levels*

Participants will learn about the data provided by the Minnesota Department of Education, the reports generated with the MCA data (such as the Benchmark Reports), and review resources to supplement instruction. Participants are encouraged to contact their District Assessment Coordinator to request a copy of their school Benchmark Reports to bring to this session. If a participant is unable to bring their school or district Benchmark Report, examples will be provided.

## 1.15 Street Drugs (Repeated Session)

*Officer Andy Hart & Officer Scott Mekash*

*All Levels*

General overview and current trends about illegal street drugs found in our region and in our schools.

## 1.16 Grow Your Professional Identity With PBS

*Lynda Ferguson, PBS*

*All Levels*

Find out about local, regional and national opportunities to earn money for lesson plans with PBS Education content, digital recognition, and free professional development. Connect with others who share a passion for teaching and learning! Details will be shared about the Prairie Public Education Services Master Teacher Award, the national PBS Digital Innovators Program, a virtual Professional Learning Community (PLC) class, and other exciting opportunities!

## 1.17 Virtual Connections: Connect your Class

*Darcy Bakkegard, Nikki Vradenburg, & Tim Wollenzien, PBS*

*All Levels*

Connect your classroom to spark inquiry, access information, and add a layer of fun. Using simple -FREE- tools, we'll demonstrate how, when, and why to connect your class to virtual resources. Join a Mystery Skype and explore teacher-tested ideas for connecting your students to the world outside your classroom walls.

## **1.18 Code Like a Girl: Engaging Girls in STEM (Repeated Session)**

*Kristin McKenzie & Autumn Richardson, Digikey*

*All Levels*

We have plenty of girls who are talented in math or a computer whiz, yet boys outnumber them 4:1 in STEM professions. How do we engage and inspire girls to learn more about science, technology, engineering and math? This session will cover the severe shortage of STEM professionals in the U.S., why girls don't feel the same pull as boys toward these subjects (spoiler: it starts as early as preschool), and what educators and administrators can do to draw more girls towards STEM.

## **1.19 Rise of the Machines (Repeated Session)**

*Rich Myers, Digikey*

*All Levels*

Kurzweil. The Law of Accelerating Returns. Moore's (and Murphy's) law. They all have one thing in common: The Rise of the Machines. We are in the midst of a revolution in machine intelligence: the art and engineering of getting computers to perform tasks that, until recently, required natural intelligence -- in other words, people. In the future natural intelligence will be augmented...or replaced. What are the ramifications, and what opportunities does it present to education?

## **1.20 Exploring Google Expeditions**

*Kelly Kennefick, Tierney Brothers*

*Elementary, Middle School, High School*

Join me on a trip to Egypt where we will discover the past, present, and future of the Pyramids of Giza. Using Google Expeditions on mobile devices, we will explore prepared lessons that you could implement in your K-12 classroom.

## **1.21 Raspberry Pi, Deliciously Innovative**

*Jake Seuntjens*

*Elementary - Intermediate, Middle School, High School, Administrators*

Curious about Raspberry Pi? Find out ways you can have your students build and program their own small single board computers in a cost effective way. With so many applications and add-on options, students can build their programming skills better preparing them for future careers.

## **1.22 Google Arts and Culture and More Learning Resources**

*Mary Mehsikomer, TIES*

*All Levels*

Google has created Google Arts and Culture, a website full of digitized resources that are amazing for classroom use. The Smithsonian Institution and other organizations also have digitized collections that can be used with students to expand learning, generate curiosity, and show them the world outside of their own community. Come to this session to learn about these resources, get ideas for classroom projects and curriculum application, and increase engagement with your content

## **1.23 Read it! Sing it! Rock it!**

*Amanda Wiener, MS, CCC-SLP*

*Early Childhood*

Who deserves classroom adaptations? Everyone! In this session, you will learn how to adapt a variety of familiar songs and books to benefit all of the students in your classroom. These fun, engaging and practical instructional adaptations and visual supports will increase student participation, improve access to learning and enhance communication skills. This session is geared toward anyone working with early childhood and kindergarten students.

## 1.24 Early Elementary iPad apps (Repeated Session)

*Stephanie Frisk*

*Early Childhood, Elementary - Primary*

iPad use during centers might seem daunting to some, but this session will include what iPad technology we use during our centers and throughout the day. You'll be learning about using QR Codes, and how to create them, using kid friendly apps for all subject areas, and a classroom management website/app called Class Dojo. An introduction to a webpage called ESGI, which is an assessment tool mainly for early elementary classrooms, will also be included.

## 1.25 Early Childhood Lesson Ideas

*Jess Moen*

*Early Childhood*

Let's learn from each other! Who better to get ideas from than other teachers doing what you do! This is a great time to network with one another. Plan to bring a book or theme idea and share a lesson plan with the group. Bring a copy of printables. I will collect the copies and share later with the participants via an email scan.

## 1.26 BreakoutEDU Session

*Trista Lund*

*All Levels*

Breakout EDU allows for the facilitation of games where players use teamwork and critical thinking to solve a series of challenging puzzles in order to open the locked box. Games are available for all ages and content areas. Participants will be immersed in a Breakout EDU game and then explore ways to use it in their own classrooms.

## 1.27 zSpace - Mixed Reality Technology and Curriculum (Repeated Session)

*Pat Salstrand, zSpace*

*Elementary - Intermediate, Middle School, High School, Administrators*

Engage Students and drive achievement in K-12 STEAM and MS/HS CTE with Mixed Reality Technology and Curriculum. Experience zSpace's Mixed Reality technology and curriculum that will have all of your students actively engaged in "Hands on Learning" Whether it is wiring a circuit or dissecting a frog. zSpace engages students across a broad span of cognitive abilities. For more information check here: [edu.zspace.com](http://edu.zspace.com)

## 1.28 HyperDocs for Student Engagement

*Kelly Weets*

*Elementary - Intermediate, Middle School, High School, Administrators*

If you or your students are tired of teacher-centered instruction, give HyperDocs a whirl! What makes a HyperDoc unique? From a single URL, students can access carefully-curated text sets & multimedia resources, reflect on their learning, & choose creative ways to communicate what they know. These student-centered lessons give students voice & choice while giving teachers more time to interact with individuals.

## **1.29 Basic MAC skills**

*Rachel Anderson*

*All Levels*

Teaching educators basic computer skills they could use on their MAC laptops on a daily basis

## **1.30 Ten Tech Tools For the 21st Century Educator**

*Kelsey Johnson*

*All Levels*

Are you looking for new ways to present information, engage students and parents, collaborate with your peers or even just make your life plain old easier? This session takes you through 10 Tech Tools that can help you in all of these areas. Come join us as we learn, play, and take home some fun new ideas to integrate in our classrooms and schools.

## **1.31 The Five Digital Tools I Cannot Teach Without**

*Kurt Reynolds*

*All Levels*

Have a favorite lesson that just isn't resonating with students as well as it did in the past? This session will help you make that lesson more engaging for today's students. This session is designed to introduce you to five digital tools (Padlet, Storify, TED Ed, Blogger, and Piktochart) that are best practices for engaging students, deepening content knowledge, and improving collaboration. The first half of this session will be an overview of these tools; the second half will be a guided work session intended to "digitize" your lesson with at least one of these tools.

## **1.32 Amazing Adobe Spark Tools**

*Lora Rantanen*

*Elementary - Intermediate, Middle School, High School*

Adobe Spark has three amazing Web-based tools that also have free Apps available. They create Videos, Pages (easy Webpage development), or Posts (Instagram/Canva-look with Images & Text). Think of the possibilities available for your students where these fun end-products can be created easily by your students! They love having such polished looking projects. The only requirement is a sign-in for students, Google integration is available.

## **1.33 Phishing on the Red Lake River! (Repeated Session)**

*Jeff Johnson, Digikey*

*All Levels*

Phishing is one of the top security concerns today. You will see real emails and a live demo to help you get better at spotting a phish!

## **1.34 Administrative Forum**

*Tony Greene*

*Administrators*

During this roundtable discussion we are going to discuss a variety of topics including master schedules, safety nets, and community involvement. Please bring a voice to the table and add to our conversation.

## **1.35 Tips and Tricks - Getting the Most out of your Mac and iPad (Repeated Session)**

*Pete Markham, Apple*

*All Levels*

Learn some tips and tricks to get the most out of your iPad or Mac for both personal productivity and for teaching and learning.

### **1.36 Collaboration of General and Special Education Teachers: Perspectives and Strategies**

*Sandy Fladeland, Kali Wagner, Sara Johnson & Jim Foss* Middle School, High School, Administrators  
Schools today focus on inclusive models of education for students with disabilities that include higher expectations and increased teacher accountability. Within this inclusion framework, both general and special education teachers have responsibilities for the education of diverse learners. Collaboration skills take time to develop, with many potential barriers that can limit successful teamwork. This session will discuss the collaboration of General and Special Education Teachers at Lincoln High School in Thief River Falls, and the different perspectives and strategies we have implemented over the past four years.

### **1.37 Teacher Development and Evaluation in the Arts: Opportunities for Advancing Arts Literacy**

*Jeremy Holien, MDE* All Levels  
All too often the arts are peripheralized due to the lack of understanding regarding how comprehensive arts literacy can fit into the teacher evaluation process. Guided by new teacher development and evaluation legislation, we sought to provide pathways for teacher evaluation that includes a multifaceted approach toward evaluating instructional practices of arts educators across our state. These include a close look at instructional competencies that promote an increasingly valid and reliable measure of student growth, how best practices in arts instruction informs student growth in arts literacy, and how to use a variety of emerging technologies to capture and document the growth in student learning. Participants will advance and inform systems-based education assessment efforts by engaging key strategies learned from the Minnesota Teacher Development and Evaluation in the Arts initiative.

### **1.38 Introductory Level Electronics / Maker Space (Repeated Session)**

*Kevin Walseth & Trestiese Davis, Digikey* Elementary - Intermediate, Middle School, High School  
Electronics is a fast-paced industry with technology changing daily. If we can get some of this technology into the hands of young kids, they are the ones that will change the world. Many of you have seen how quick a 4 year old can pick up on an iPhone. Imagine what a teen can do when you give them a robot they can easily program themselves. To spark that interest at a young age can lead them into coding and computer science skills. At Digi-Key, we are heavily investing into the education space as well as the "Maker" space. The new technology is mind blowing. I would like to share some of it with you. I would also like to share what it takes to create a Maker Space inside a school and what it can do for the students and the community.

# Session #2

## 2.01 Digital Assessments

*Troy Reynolds*

*All Levels*

There are many resources for teachers to utilize in a digital space for classroom assessments. In this session, teachers will learn about two resources for creating digital assessments. Quizizz is an online assessment website with key features that make it more fun and flexible for a classroom familiar with Kahoot!. Formative is a more traditional digital assessment platform that provides students and teachers with immediate feedback, allows for live responses, and shows student growth over time.

## 2.02 Tools, Apps & Resources - For Students with Special Needs

*Kyle Erickson*

*All Levels*

This session will provide an overview of tools, Apps and other online resources that can be used to help students with special needs succeed. Join me in this fast-paced session as I share resources like GeoGebra, Read&Write for Google Chrome, Grammarly, and many more.

## 2.03 Apps for Formative Assessment

*Lora Rantanen*

*Elementary - Intermediate, Middle School, High School*

Participants in this session will learn about some awesome digital tools to use for formative assessment! Types of assessment will include: Self-Assessment, Exit Slips, Questions on Targeted Skills/Concepts, along with specific Student Work with Feedback. The focus will be on websites/apps that are free, have limited sign-on, & are quick to set up. In addition, tools that provide instant feedback along with reporting options will be highlighted.

## 2.04 The Basics and Beyond in Literacy Small Groups (Repeated Session)

*Elizabeth Quick*

*Elementary - Primary*

This session will introduce the Daily 5 format for structuring a Reading Workshop that includes meaningful and purposeful independent work as well as small group formats addressing reading, word work, and writing. Resources used include *The Daily 5* book (Boushey, Moser), *The Next Step in Guided Reading* (Richardson), and *Preventing Misguided Reading* (Burkins, Croft). Learn about how to give your students choice and variety in their independent reading work (including Read with Technology) while delivering effective small group lessons to students most in need.

## 2.05 "TEACHER SAVES STUDENTS FROM FAKE NEWS PLAGUE!" [Click Here to Join the Fight](#)

*Tim Wollenzien, PBS*

*Elementary - Intermediate, Middle School, High School, Administrators*

More people than ever are getting their news from online sources, including students of all ages. Cell phones and digital devices are everywhere in our world, and users have access to information much more quickly and easily than we could ever have imagined. Teachers have a responsibility to help children learn skills and techniques to examine news sources, and to spot those which may not be reliable. Join staff from Prairie Public Education Services to explore resources for teachers to help students discern and question, analyze and verify news and information from sources, both credible and fake.

## **2.06 Intro and Usage of Khan Academy. What could it do for me and my classroom?**

*Amanda Sorgaard*

*Elementary, Middle School, High School*

Do you want to know more about Khan Academy? This session will introduce Khan Academy to you and give you information on what it offers. I will show you how to register yourself and your students. This session is not only for math! It covers how you can use it for other subject areas as well, especially at the high school level.

## **2.07 Technology for the Elementary Math Classroom**

*Jessica Strom*

*Elementary, Middle School*

Google Apps and Desmos are developing to be two very powerful tools for any math classroom, including the elementary. The presentation will share examples of activities you can do with Google Apps. It will also explore activities in Desmos and how to create your own activities. You are encouraged to bring a device to participate in the activities.

## **2.08 Desmos in the Secondary Classroom**

*Dianna Hazelton*

*Middle School, High School*

Desmos is a FREE digital instructional tool. It is a calculator, a graphing calculator, a collection of digital student activities, a formative assessment tool and so much more. Desmos wants to help every student learn math and love learning math. In this session, I will show you some of the activities and features Desmos has to offer teachers in the secondary classroom.

## **2.09 My Classroom Economy**

*Trista Lund*

*Elementary, Middle School, High School*

My Classroom Economy is a program that enables any educator to teach children financial responsibility through fun, experiential learning. It's a simple classroom economic system based on the idea that students need to earn school "dollars" so that they can rent their own desks. By bringing real-world scenarios into the classroom, students see the impact of their decisions to save, spend, and budget. Everything you need to build a classroom economy is available online for FREE! Come and learn about how to apply My Classroom Economy to your class!

## **2.10 Using Hands-on Vernier Equipment to Teach Science Labs**

*Erika Kahlhamer*

*Elementary - Intermediate, Middle School, High School*

This will be a hands-on session in which you will get to play with Vernier equipment and see how it works. We will be using the following equipment: pH sensors, temperature probes, gas/pressure sensors, and hand dynamometers. I will demonstrate how to use the equipment, and how I teach using it in my classroom. Come if you want to see some practical ways in which you can incorporate technology in your classrooms and make learning the science standards a bit more memorable and visual.

## 2.11 Google Classroom

*Katie Melgaard*

*Elementary - Intermediate, Middle School, High School*

Google Classroom is an easy to use platform. Teachers can create assignments for everyone or for specific students. It's a great way to give students links to websites, ask questions for the students to answer, provide online quizzes, and much more.

## 2.12 The World of Ojibwe Dream Catchers

*Jaimie Snowdon*

*All Levels*

Attendees will be able to make an Ojibwe Dream Catcher, learn about the history, ideology and the benefits of it.

## 2.13 Using Your Strategic Plan to Build Site Plans

*Bradley D. Bergstrom*

*Administrators*

This session will show how Thief River Falls Public Schools used their Strategic Plan to develop a process for sites and departments to build yearly site plans. These plans link to the strategic directions found in the district plan and incorporate how professional development fits into them as well. These plans are then presented to the Board each year.

## 2.14 Seesaw: Interactive Teacher Training

*Jane Thibert*

*All Levels*

Join me for an interactive Seesaw session. Learn how easy it is to use Seesaw as a digital portfolio, paperless classroom & tech creation tool! Your students will be able to "show what they know" using photos, videos, drawings, text, PDFs, and links. You can also import projects directly from most popular apps. Include families in the learning process by inviting them to view updates to their child's Seesaw journal. Seesaw supports all platforms.

## 2.15 Get Your Students Thinking with Coding

*Mara Gust*

*All Levels*

Coding (also known as programming) is a hot topic today. It promotes problem solving, critical thinking and is a skill that is lacking in today's workforce. Students from K12 can do activities that mimic the thought process of coding, and these can be integrated in any classroom. Come and learn about apps and websites that will get your students thinking! We will investigate websites and iPad apps, so bring your devices if you want to try them out!

## 2.16 Teacher Website Focus Group

*Holly Brunson, MDE*

*All Levels*

Participants will provide feedback on the navigation and content of the new Minnesota teacher website. The website was designed to help teachers around the state of Minnesota locate, interpret, and use data. We will take a look at current resources, newly created interpretation documents, and discuss resources that are missing that would aid teachers in interpreting data.

## 2.17 Street Drugs (Repeated Session)

*Officer Andy Hart & Officer Scott Mekash*

*All Levels*

General overview and current trends about illegal street drugs found in our region and in our schools.

## 2.18 Traumatic Brain Injury and the Classroom

*Kathleen Kallis*

*All Levels*

Traumatic Brain Injury: Definition, Description, Differences and Interventions for the Classroom. A basic review of the common causes and results of a traumatic brain injury and the impact this can have on classroom performance.

## 2.19 Curriculum Mapping with Technology

*Jake Seuntjens*

*All Levels*

Make your curriculum map more effective and organized using the latest technology. Using Google Apps allows for more efficient access to the resources that you use to teach the MN Standards and your curriculum. Make your map a real living document that evolves with your teaching with content right at your fingertips.

## 2.20 Code Like a Girl: Engaging Girls in STEM (Repeated Session)

*Kristin McKenzie & Autumn Richardson, Digiquey*

*All Levels*

We have plenty of girls who are talented in math or a computer whiz, yet boys outnumber them 4:1 in STEM professions. How do we engage and inspire girls to learn more about science, technology, engineering and math? This session will cover the severe shortage of STEM professionals in the U.S., why girls don't feel the same pull as boys toward these subjects (spoiler: it starts as early as preschool), and what educators and administrators can do to draw more girls towards STEM.

## 2.21 Getting Hyped about Hyperdocs

*Kelly Kennefick, Tierney Brothers*

*Elementary, Middle School, High School*

While utilizing Google Docs, Google Slides, and Google Forms, explore a new way to flip your classroom, differentiate your instruction, or gamify your lesson by designing interactive hyperdocs for all subjects and grade levels.

## 2.22 The Maker Movement

*Kelsey Johnson*

*All Levels*

The Maker Movement is a innovative shift in educational settings, industries and communities across the globe. If you are looking for strategies and tools to initiate creativity and foster original thinking in your classroom, then this session is for you. Learn all about Makerspaces, Project Based Learning, Genius Hour and so much more!

## 2.23 Digital Security for Educators

*Mary Mehsikomer, TIES*

*All Levels*

It is important for educators to understand their responsibilities when it comes to access and use of student data and how to protect personal information online. Today's students also come armed with "native" technology knowledge because they have grown up with access to devices and the Internet; however, students often do not understand all the implications of being online or grasp the value of technology for learning. This workshop is intended to help educators understand what they need to know about privacy and security and also how to help students and parents use technology safely and ethically.

## 2.24 Easy and Fun Ways to Use Technology in Your Kindergarten Classroom

Laura Fay

Early Childhood, Elementary - Primary

Ready or not - technology is here and our Kindergarteners are ready to use it! Come check out some of the great apps I use in my classroom that my kids love, and I will share some ideas for making learning in Kindergarten fun and more effective with technology!

## 2.25 Revamping Your Center Time

Stephanie Frisk

Early Childhood, Elementary

Have your centers become dull, and have students lost interest in them? Revamp your center time with more choices, infused technology, and differentiated learning all at the same time! I will be sharing about how to re-create your centers to be student based, with their interests in mind, all while covering the standards, keeping it leveled and differentiated for all kids.

## 2.26 Early Childhood Indicators of Progress (ECIPs)

Jess Moen

Early Childhood

In this session we will dig into the Early Childhood Indicators of Progress (ECIPs). We will look at how to access the ECIPs and also practice using them to create developmentally appropriate classroom activities.

## 2.27 English Learner Roundtable

Kate Anderson

All Levels

We invite all area EL teachers to join with classroom teachers in a discussion of current topics in the world of English Learners. What are we seeing in the mainstream classroom? What "tricks of the trade" have you used that you can share? What ideas do you have that you'd like to try? What technology (sites/apps, etc.) are you using with EL students? And what are the cultural aspects that are impacting your classroom environment? Come and join in learning from one another! This session is for all educators.

## 2.28 Gamifying with Digital Scavenger Hunts (Repeated Session)

Troy Cherry, TIES

All Levels

Gamification is not just playing games in the classroom. It uses principles of game design and playing to enhance the learning in the classroom, to differentiate learning and to personalize the experience of the learner. We will explore gamification principles and explore features to create a successful hunt.

## 2.29 zSpace - Mixed Reality Technology and Curriculum (Repeated Session)

Pat Salstrand, zSpace

Elementary - Intermediate, Middle School, High School, Administrators

Engage Students and drive achievement in K-12 STEAM and MS/HS CTE with Mixed Reality Technology and Curriculum. Experience zSpace's Mixed Reality technology and curriculum that will have all of your students actively engaged in "Hands on Learning" Whether it is wiring a circuit or dissecting a frog. zSpace engages students across a broad span of cognitive abilities. For more information check here: [edu.zspace.com](http://edu.zspace.com)

## **2.30 Passion Projects**

*Kurt Reynolds & Lisa Semanko*

*All Levels*

This session focuses on how we decided to try an alternative approach to the classic research paper in our English 12 and College Composition II courses. Instead of simply researching a topic and writing a traditional paper on it, we wanted to offer our students the chance to explore their personal passions and present them to their peers in our class. We intentionally kept the format and guidelines less strict, forcing the students to decide upon their research focus and format. In doing this, we hoped students would tap into their personal passions and interests, thereby, having a vested interest in their own research. The results did not disappoint. By and large we were surprised by their candor, effort, and creativity. The passion project is now here to stay as part of our curriculum.

## **2.31 Pear Deck Brings Presentations to Life**

*Kelly Weets*

*All Levels*

Make your presentations participatory with Pear Deck! Pear Deck blends teacher lecture and student interaction in one tool by allowing teachers to pose free response, multiple choice, or drawing questions within the presentation, giving them instant insight into student understanding of the content, and giving their students a voice. With the new Google Slides add-on, you can easily take your existing presentations and add interactive elements TODAY. End of lesson Takeaways (sent to students via email) allow students to reflect on and further review the content.

## **2.32 Ozobots: Take Coding To The Next Level**

*Jamie Bakken*

*All Levels*

If you want to take coding to the next level, stop by and learn about Ozobots! Bring your tablet and be prepared for fun!

## **2.33 Agricultural Innovations - Hands on labs and activities**

*Katie Shaw*

*Middle School, High School*

Are you looking to spice up your agricultural classroom? Maybe you would like to add some agricultural labs to other classes. We will discuss labs in this session. We will have items that range from animal science to natural resources. You will also be sent home with some activities to use in your classroom.

## **2.34 Tell Your Story with Adobe Spark Tools**

*Gina Drellack*

*All Levels*

We are made for story. In the classroom, educators present lessons and students show their learning. If we viewed this as storytelling, how could that amplify creativity? Find and tell your story with Adobe Spark tools. Graphically image with Spark Post. Animate with Spark Video. Compose a web story with Spark Page. We are made for story -- come and unleash yours. (Web-based, all devices.)

## **2.35 Tips and Tricks - Getting the Most out of your Mac and iPad (Repeated Session)**

*Pete Markham, Apple*

*All Levels*

Learn some tips and tricks to get the most out of your iPad or Mac for both personal productivity and for teaching and learning.

## **2.36 Branding - The Prowler Way**

*Tony Greene*

*All Levels*

Do you ever wonder how schools get their reputation? Do you ever walk in a school and think *I wish we had that in our school!* I plan on citing some examples we use in our school district to brand our schools. You will find specific ideas on how we tell our story through a variety of communications, and physical attributes that we use to drive our message. This session will encourage the sharing of other ideas from other schools.

## **2.37 Phishing on the Red Lake River! (Repeated Session)**

*Jeff Johnson, Digikey*

*All Levels*

Phishing is one of the top security concerns today. You will see real emails and a live demo to help you get better at spotting a phish!

## **2.38 Rise of the Machines (Repeated Session)**

*Rich Myers, Digikey*

*All Levels*

Kurzweil. The Law of Accelerating Returns. Moore's (and Murphy's) law. They all have one thing in common: The Rise of the Machines. We are in the midst of a revolution in machine intelligence: the art and engineering of getting computers to perform tasks that, until recently, required natural intelligence -- in other words, people. In the future natural intelligence will be augmented...or replaced. What are the ramifications and what opportunities does it present to education?

## **2.39 Artistic Literacies: Art of the Elementary Classroom Teacher**

*Jeremy Holien, MDE*

*All Levels*

Develop an introductory understanding of core arts instruction strategies for reading and unpacking artworks, facilitating inquiry-based arts education teaching practices, and integrating a variety of content/subject areas. Learn how to connect these strategies into creating high quality art projects that offer students a balanced arts learning experience.

## **2.40 Introductory Level Electronics / Maker Space (Repeated Session)**

*Kevin Walseth & Trestiese Davis, Digikey*

*Elementary - Intermediate, Middle School, High School*

Electronics is a fast-paced industry with technology changing daily. If we can get some of this technology into the hands of young kids, they are the ones that will change the world. Many of you have seen how quick a 4 year old can pick up on an iPhone. Imagine what a teen can do when you give them a robot they can easily program themselves. To spark that interest at a young age can lead them into coding and computer science skills. At Digi-Key, we are heavily investing into the education space as well as the "Maker" space. The new technology is mind blowing. I would like to share some of it with you. I would also like to share what it takes to create a Maker Space inside a school and what it can do for the students and the community.

# Session #3

## 3.01 Podcasts as Professional Development

*Brian Loe & Josh Watne*

*All Levels*

This session will focus on using podcasts as professional development. We will explore various podcasts as well as illustrate how we formed a "Podcast Club" to meet and discuss our favorite podcast episodes and, ultimately, develop best practices that impact our teaching every single day.

## 3.02 Teaching from the Heart: Digital Style

*Kurt Reynolds & Jeff Mumm*

*All Levels*

If students had the option to attend any class they wanted not just the class they had to attend would your room be full of students or would it be empty? We will share our lessons and practices on how to build amazing culture in your classroom. We will focus mainly on ways to use social media to not only engage students and their parents but to also show them how much you care and enjoy them in your class. □

## 3.03 Desmos + GoFormative

*Cole Boehmer*

*Middle School, High School*

Desmos and GoFormative have been continuously making strides to keep up with the demands of the 21st century classroom. This session will go in depth with two of the top formative assessment tools in the mathematics classroom today. Setup, tips, tricks, lesson ideas, and practice with these Web 2.0 tools will be the breadth of this session.

## 3.04 Advanced Courses Roundtable Discussion

*Kenny Geiser*

*High School*

This session will give an opportunity for instructors of higher level courses, such as Advanced Placement, Honors, and College in the High School, to collaborate. Discussion will be centered on the following: how to challenge our students, addressing concerns with teaching higher level courses, working across districts together, how to decide which students get accepted, etc.

## 3.05 Minnesota Department of Education: Data Reports and Analytics & Secure Reports

*Holly Brunson, MDE*

*All Levels*

In this session, participants will learn about the data available and the reports generated within Data Reports and Analytics and Secure Reports.

## 3.06 Discover Chrome Apps & Extensions

*Natasha Olsonawski*

*Middle School, High School*

Google Chrome Apps and Extensions are small programs that add new features to your browser and can enhance you & your students productivity. In this session I'll show you my top 20 favorites. If you are using the Google Chrome browser, then you will love these time-saving tips and extensions.

### **3.07 Accommodations/Modifications for English Learners**

*Kate Anderson*

*All Levels*

Do you have ELs in your classroom? Are you struggling to find ways to help them? Come and hear about simple ways you can best accommodate your EL students. This session is best for EL teachers, classroom teachers, and paraprofessionals.

### **3.08 Early Elementary iPad apps (Repeated Session)**

*Stephanie Frisk*

*Early Childhood, Elementary - Primary*

iPad use during centers might seem daunting to some, but this session will include what iPad technology we use during our centers and throughout the day. You'll be learning about using QR Codes, and how to create them, using kid friendly apps for all subject areas, and a classroom management website/app called Class Dojo. An introduction to a webpage called ESGI; which is an assessment tool mainly for early elementary classrooms, will also be included.

### **3.09 Breaking Down The Classroom Walls**

*Kelsey Johnson*

*All Levels*

What if you had an unlimited field trip budget? Where would you bring your students? What kind of important learning would occur? If your dream as an educator is to break down the walls of your classroom and let your students experience the world around them, then this session is for you. Explore the power of virtual field trips, gather tools and resources to make learning come alive, have the opportunity to experience VR simulators and other fun and innovative tech tools that make the impossible a reality.

### **3.10 Seesaw**

*Tevia Strand*

*All Levels*

A digital portfolio that collects students' digital and physical work in one place. Everything is organized, making assessment and conferences easier! A space that each student can own. Built-in tools make it easy for students to capture their learning, reflect, and develop new skills. A parent communication tool that seamlessly shares what's going on in your classroom and builds a strong school-home community.

### **3.11 PRESS Reading Intervention**

*Patrick Marolt & Diane Johnson*

*Elementary*

We will tell you about the amazing transformation that took place at Challenger Elementary school using the PRESS reading interventions.

### **3.12 iMovie Trailers!**

*Jamie Bakken*

*All Levels*

You will learn how to make an iMovie trailer. You will get many ideas of how to use them with your classes. You will have work time. Bring your iPad with iMovie on it.

### **3.13 Weebly- Customizable Webpage for You and Your Students.**

*Andrew Youngblom*

*Middle School, High School*

Are you looking for a new platform to organize your lessons, links, rubrics and share student work? Weebly is resource for all these things and more. Join this session to start creating your own personal and customizable Weebly webpage.

### **3.14 Teaching Beyond Borders: Global Literacy**

*Mary Mehsikomer, TIES*

*All Levels*

Technology gives students the power to build global literacy by expanding access to other students and teachers around the world. In this class we will explore resources and ideas for global activities that expand world understanding for our students. Participants will learn about ways to engage students with interactive experiences and projects, find educational resources from organizations such as the United Nations, UNICEF, and OXFAM, and develop a toolkit of ideas for building global literacy.

### **3.15 Classkick App**

*Courtney Skjerven*

*Elementary, Middle School, High School*

Classkick is a free app where students work on assignments with their Chromebooks, laptops, or iPads, while getting help from teachers and peers instantly. Teachers create assignments, see all their students' work in real-time, and give LOTS of student feedback. Best of all, students can help each other anonymously. One thing that sets this apart from other instant assessment apps is the ability to add audio. Teachers can add audio to their questions and students can respond in audio. You can even add book pages and students can record their reading! Come and learn about this terrific app.

### **3.16 Green Screen Projects for Macbooks & iPads**

*Kelsey Didrikson*

*Elementary - Intermediate, Middle School, High School*

With a green screen, a Macbook, or iPad & the VeeScope App learn how to create projects that put students "on location" with green screen technology. Projects range from weekly student news productions to individual student research projects.

### **3.17 Professional Development on Social Media (Twitter & Google+)**

*Kelly Kennefick, Tierney Brothers*

*All Levels*

Go beyond just posting classroom photos or sending out survey links, and start using social media for your own professional development. We will dive into Twitter and Google+ communities that are truly made for teachers to network with teachers from all over the globe to share ideas, seek/give guidance to fellow teachers, and reflecting on your practice.

### **3.18 Intervention Resources for the Student Assistance Team and Classroom**

*Kathleen Kallis*

*All Levels*

The Response To Intervention model requires research-based interventions be implemented for students prior to referral for special education assessment. I will present resources showing what an intervention is and is not. The Intervention Central website is a good place to start; using a vignette, we will explore tools available on IC to make this process easier for teams to narrow down a couple interventions to begin with.

### **3.19 The Basics and Beyond in Literacy Small Groups (Repeated Session)**

*Elizabeth Quick*

*Elementary - Primary*

This session will introduce the Daily 5 format for structuring a reading workshop that includes meaningful and purposeful independent work as well as small group formats addressing reading, word work, and writing. Resources used include *The Daily 5* book (Boushey, Moser), *The Next Step in Guided Reading* (Richardson), and *Preventing Misguided Reading* (Burkins, Croft). Learn about how to give your students choice and variety in their independent reading work (including Read with Technology) while delivering effective small group lessons to students most in need.

### **3.20 Digital Citizen Survival Kit**

*Jane Thibert*

*All Levels*

Let me introduce you to Mr. Badura's idea of the "Digital Citizenship Survival Kit." Learn how to use items & props from everyday life to introduce & teach digital citizenship to your students. Items in this kit will act as conversation starters to provide "teachable moments" that will help you & your students retain information about digital citizenship. Learn how easy it is to create your own digital citizenship survival kit that can be used in your classroom or school. Teaching Digital Citizenship is important & it can be fun!

### **3.21 Use the Impossible to Fail Quiz to Give Students Instant Remediation**

*Kyle Erickson*

*Elementary - Intermediate, Middle School, High School*

The solution to these challenges is the Impossible to Fail Quiz. The Impossible to Fail Quiz uses two components of Google Forms that had previously been unexplored frontiers for me: "Go to page based on answer" and inserting page breaks. This session takes you step-by-step through the process of designing an Impossible to Fail Quiz. The main tool used are Google Forms and Screencastify.

### **3.22 Fake News: How to Spot It, How to Overcome It**

*Gina Drellack*

*All Levels*

Digital literacy is a lifelong learning skill. Information can now easily travel at the speed of thought by anyone, often before those thoughts are fully considered or completed. How do we effectively distinguish between "fake news" and legitimate? And how the heck do we teach this?!? Come and explore tools and resources to help students (and ourselves) be more media savvy and empowered about what is embraced as "news."

### **3.23 PBS LearningMedia: Revisiting A Librarian's New Favorite Resource**

*Molly Flaspohler, PBS*

*All Levels*

When was the last time you explored this freely available, high-quality, digital content provider? Developed in partnership with the WGBH Educational Foundation and supported by public media stations nationwide, PBS LearningMedia has developed into a multi-faceted database filled with expert content. Media Specialists and K-12 teachers will learn how to tap into thousands of innovative, standards-aligned digital resources, compelling student experiences, and professional development opportunities.

### **3.24 What's New in Music Technology for Educators? - A Sampler Platter**

*Kristin Buckley*

*Middle School, High School*

This will be an overview of many different music technology programs that are relevant to a music educator, and quick ideas for how to use them in the music classroom. Programs discussed will include GarageBand, Finale, SmartMusic, Noteflight, Notion, Soundation, Soundtrap, and MusicFirst, in addition to others.

### **3.25 Sharing Great Tech Ideas in Your District**

*Bradley D. Bergstrom*

*Administrators*

Designed for superintendents and principals only, this session will ask you to bring specific ideas of how your district is using technology to enhance student learning and achievement. This will be a sharing session of ideas and current practices.

### **3.26 Code Like a Girl: Engaging Girls in STEM (Repeated Session)**

*Kristin McKenzie & Autumn Richardson, Digikey*

*All Levels*

We have plenty of girls who are talented in math or a computer whiz, yet boys outnumber them 4:1 in STEM professions. How do we engage and inspire girls to learn more about science, technology, engineering and math? This session will cover the severe shortage of STEM professionals in the U.S., why girls don't feel the same pull as boys toward these subjects (spoiler: it starts as early as preschool), and what educators and administrators can do to draw more girls towards STEM.

### **3.27 Robotics to do Coding and More**

*Rick Johnson*

*Elementary - Intermediate, Middle School*

Looking for a proven way to expose students to an application of STEM concepts. LEGO® robotics is an easy-to-use solution that brings STEM to life for students while building foundations in engineering and programming. Introducing robotics is easier than ever with LEGO® MINDSTORMS® EV3 and a personal device. Your students will get excited as they model real-life mechanisms and solve real-world challenges, all while building critical-thinking and creative problem-solving skills. MINDSTORMS® will keep your students engaged while teaching them to apply STEM concepts in a relevant way.

Session requirements: Personal device (iPad, Chromebook, phone) that allows download of Free Lego®Mindstorms® EV3 Robotics Programming App and Free Lego® Mindstorms® Commander App

### **3.28 My Favorite Technology Activity for Math Class - Math Cohort**

*Jessica Strom & Jake Seuntjens*

*Middle School, High School*

A session for the NWMN math cohort, but all math teachers are welcome. We will have 4 or 5 math teachers share their favorite math activity that involves technology. It will be a specific activity for a specific lesson, not an overall use.

### **3.29 Tips and Tricks - Getting the Most out of your Mac and iPad (Repeated Session)**

*Pete Markham, Apple*

*All Levels*

Learn some tips and tricks to get the most out of your iPad or Mac for both personal productivity and for teaching and learning.

### **3.30 Working with Students who are Deaf/Hard of Hearing**

*Jess Moen*

*All Levels*

Huh? What? They are ignoring me! Chances are at some point in your teaching career you might have a student in your class that has some degree of hearing loss. This session will teach you about what it might be like for that student to be in a class learning everyday with a hearing loss.

### **3.31 Math Swap: Meaningful Math Differentiation**

*Stacey Leake, Darla Hegge & Danielle Schantz*

*Elementary*

Stacey, Darla and Danielle have been teaching 4th grade together for the past 8 years. As a fourth grade team they use data to help guide their instruction and to differentiate so that all students are learning at their level. Math Swap was something that their team started 8 years ago to help all students work towards achieving growth on their MCA math assessment. You will get a glimpse of how they plan, organize and teach Math Swap.

### **3.32 Gamifying with Digital Scavenger Hunts (Repeated Session)**

*Troy Cherry, TIES*

*All Levels*

Gamification is not just playing games in the classroom. It uses principles of game design and playing to enhance the learning in the classroom, to differentiate learning and to personalize the experience of the learner. We will explore gamification principles and explore features to create a successful hunt.

### **3.33 zSpace - Mixed Reality Technology and Curriculum (Repeated Session)**

*Pat Salstrand, zSpace*

*Elementary - Intermediate, Middle School, High School, Administrators*

Engage Students and drive achievement in K-12 STEAM and MS/HS CTE with Mixed Reality Technology and Curriculum. Experience zSpace's Mixed Reality technology and curriculum that will have all of your students actively engaged in "Hands on Learning" Whether it is wiring a circuit or dissecting a frog. zSpace engages students across a broad span of cognitive abilities. For more information check here: [edu.zspace.com](http://edu.zspace.com)

### **3.34 Phishing on the Red Lake River! (Repeated Session)**

*Jeff Johnson, Digikey*

*All Levels*

Phishing is one of the top security concerns today. You will see real emails and a live demo to help you get better at spotting a phish!

### **3.35 Rise of the Machines (Repeated Session)**

*Rich Myers, Digikey*

*All Levels*

Kurzweil. The Law of Accelerating Returns. Moore's (and Murphy's) law. They all have one thing in common: The Rise of the Machines. We are in the midst of a revolution in machine intelligence: the art and engineering of getting computers to perform tasks that, until recently, required natural intelligence -- in other words, people. In the future natural intelligence will be augmented...or replaced. What are the ramifications and what opportunities does it present to education?

### 3.36 Critical Dialogues: Promising Practices within Art Education

Jeremy Holien, MDE

All Levels

Join our informal discussion to collectively build capacity to advance arts education in our schools, organizations, and communities through promising practices in arts program development. We'll also provide some insights on how to continue to support our own personal development. Join us for this conversation about how to stay grounded in a chaotic world of constant change. Share your stories about the personal practices that help you navigate uncertainty to be your professional best.

### 3.37 Introductory Level Electronics / Maker Space (Repeated Session)

Kevin Walseth & Trestiese Davis, Digikey

Elementary - Intermediate, Middle School, High School

Electronics is a fast-paced industry with technology changing daily. If we can get some of this technology into the hands of young kids, they are the ones that will change the world. Many of you have seen how quick a 4 year old can pick up on an iPhone. Imagine what a teen can do when you give them a robot they can easily program themselves. To spark that interest at a young age can lead them into coding and computer science skills. At Digi-Key, we are heavily investing into the education space as well as the "Maker" space. The new technology is mind blowing. I would like to share some of it with you. I would also like to share what it takes to create a Maker Space inside a school and what it can do for the students and the community.

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CONTRIBUTION OF PRIZES FOR:**

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## Presenter Bios

**Kate Anderson** is an EL Teacher in the TRF school district. She is in her 13th year of teaching in TRF. She has a bachelor's degree in Elem. Ed (K-5) with communications (5-8), and a Master's degree in ESL.

**Rachel Anderson** is a first year teacher at Challenger Elementary School currently teaching kindergarten. She student taught at Challenger in a 4th grade classroom her last semester of school. She graduated from UND in May 2016. Find her on Twitter - [@Rachel14756612](#)

**Darcy Bakkegard** is a 10-year teaching veteran who is working to make professional development practical, meaningful, and helpful for teachers as the Teacher Ambassador for Prairie Public. She has a Bachelor's of Arts in Theater and a Master's degree in Secondary English Education. Darcy focuses on using a wide range of interactive teaching strategies -from no tech to high tech- to engage students in learning. Find her on Twitter - [@DBakkegard](#)

**Jamie Bakken** has been teaching Media Literacy, Technology and Theatre skills to 920 students in Thief River Falls for over 15 years. She can't wait to meet you! Find her on Twitter - [@jlbakken25](#)

**Bradley D. Bergstrom** is in his second year as Superintendent of the Thief River Falls Public Schools. During his time in education, he has served as a teacher, principal, and human resource director. Find him on Twitter - [@supt564](#)

**Cole Boehmer** is currently is in his 4th year of teaching 7-12 mathematics in Red Lake Falls. Classes currently being taught include: 7th grade, Algebra 1, Algebra 2, and Consumer Math. He recently completed his Master Degree in Education Technology from Concordia-St.Paul Spring 2017. Cole loves to spend his free time enjoying the outdoors, weight training, attending sporting events and traveling with his amazing wife, Jill. Find him on Twitter - [@boehmerMath](#)

**Holly Brunson** works to support teachers, schools, and districts around the state by facilitating conversations around what data is available and how the data, reports, and resources can be used in a meaningful way. She is also working with educators to create a teacher-friendly interface for teachers to access and interpret data. Prior to coming to MDE in June 2017, she was a teacher for eight years in the Metro.

**Kristin Buckley** is in her 19th year of teaching band at Franklin Middle School. She has also taught K-12 Music in Goodridge and in Lenoir City, Tennessee. She received her Bachelor of Music from Concordia College. She is currently working on a Master's Degree in Music Technology from the University of Valley Forge. Find her on Twitter - [@MsBuckleyFMS](#)

**Troy Cherry** loves Googly things, Moody things, Synergizing, iOS nerdery, blended and competency based learning, making, tinkering and lots of coffee. Find him on Twitter - [@troycherry](#)

**Trestiese Davis** is an Application Engineering Technician at Digi-Key Electronics, and is responsible for providing technical support to other engineers and technicians worldwide. Trestiese holds a B.S. in Electronic Engineering from Florida A&M University and a Master's degree in Engineering Management with a concentration of Systems Engineering at Florida International University. Find her on Twitter - [@Tre\\_Dei](#)

**Kelsey Didrikson** is in her tenth year as a high school English teacher. She wrote her master's thesis on Kelly Gallagher's Article of the Week assignment. Find her on Twitter - [@MrsFDidrikson](#)

**Gina Drelleck** teaches courage and transformation (often disguised as educational technology) through her position as Education Consultant with the Northwest Service Cooperative. Additionally, she writes weekly about ease, joy, and everyday holy wonders at [ginadrelleck.com](#). She also immensely enjoys volunteering both as a Reading Canines team with her dog, Riley, and pouring FINNEGANS samples with her husband, Curt. She can be found [@ginadrelleck](#) and [@ginaNWSC](#), and is finally considering merging the two. Ideas?

**Kyle Erickson** is currently the Director of Special Education for the NWRIC. Previously, she was the Director of Technology Services with the East Grand Forks School District. Kyle is a UND graduate with degrees in elementary and special education. She taught elementary special education for twelve years at Warren/Alvarado/Oslo. In 2005 she earned a master's degree in Special Education with an emphasis in Autism Spectrum Disorders. Her previous positions include Education Services Director with the NW Service Cooperative and Learner Support Services Director for the Thief River Falls School District. Find her on Twitter - [@kyleerickson3](#)

**Rachael (Marshall) Evenson** is an alumni of the Thief River Falls education system who has recently returned to the community. She graduated from Concordia College, Moorhead with a BA in Theatre, English Writing, and Studio Art in 1998, and continued to Augsburg in Minneapolis to gain her K-12 Art Licensure. She has been teaching art at Shakopee High School for the last 16 years, and has a Master's Degree in Education from St. Mary's University in Minneapolis.

**Laura Fay** is a Kindergarten teacher in Thief River Falls. She grew up in Nerstrand, MN and graduated from St. Catherine University in St. Paul, MN. She moved to TRF with her husband 8 years ago and has 2 children. When she is not teaching she loves spending time with my family and friends, taking photos and playing basketball. Find her on Twitter - [@Laurafay03](#)

**Lynda Ferguson** received her master's degree in education from the University of MN - Duluth, and specializes in community-supported learning through the arts and media. Her work at Prairie Public Broadcasting involves presenting on PBS resources and opportunities available at the local, state, regional and national level, and promoting the excellent work of teachers and education programs that are changing the face and nature of education today. You can contact Lynda at: [lferguson@prairiepublic.org](mailto:lferguson@prairiepublic.org) Find her on Twitter - [@PrairiePublicEd](#)

**Sandra Fladeland** has over 23 years of experience in education. She holds a bachelor's degree in Elementary Education from Bemidji State University and a master's degree in Special Education from the University of North Dakota. She spent her first 10 years as an Early Childhood/Special Education teacher at Challenger Elementary & Preschool School in Thief River Falls. In addition, she worked as the district's Autism Consultant providing diagnostic, remedial and consultative service for students with autism and operated as part of a multi-disciplinary team. She is currently working at Lincoln High School as a Special Education teacher working with 9<sup>th</sup> grade students whose primary disabilities are Specific Learning Disabilities, Autism Spectrum Disorders, Other Health Impairments and/or Emotional/Behavioral Disabilities.

**Molly Flaspohler** is a former college librarian with 26 years of experience in higher education. A recent addition to the Prairie Public Education Services team, she manages the PBS KIDS Ready To Learn grant, and is working to develop new approaches for providing educational support and PBS resources to parents and children of all ages. Find her on Twitter - [@mflasph](#)

**Jim Foss** is originally from Roseau and is currently in his 5th year at LHS teaching Physical Science. He began his career in education as a paraprofessional in the Greenbush High School, an experience that he considers to be invaluable. Since then he has taught Physical Science, Geology and Astronomy at LHS. He has been a part of the "Push In" process for 4 years now. He has thoroughly enjoyed working with the Special Education staff in and out of the classroom.

**Stephanie Frisk** has been teaching Kindergarten at Win-E-Mac School for eight years. She received her M.A. from Concordia University, Portland and her B.A. from the University of Minnesota, Morris. While teaching, she strives to reach each student through hands-on, meaningful lessons, with a fun atmosphere of student led learning. It creates a love of school and lifelong learning for her students. She resides in McIntosh with her husband and two daughters. Find her on Twitter - [@sfrisk27](#)

**Kenny Geiser** has taught AP US History for 11 years in the Thief River Falls School district. He also teaches world history, US Government, and Geography and currently coach wrestling. He loves teaching advanced students and feel it is an important aspect of our educational stratagem to make sure we are catering some things to our highest students. Find him on Twitter - [@kegei2](#)

**Tony Greene** is a member of the Thief River Falls administrative team. He is currently in his 9th year as Assistant Principal at Franklin Middle School. He has been an administrator at all levels and taught a variety of grade levels and positions at the elementary level. He has a passion for making the middle school experience for students and parents a positive one. He really enjoys working side-by-side with the wonderful staff at Franklin Middle School, in helping them become the best educator possible. Find him on Twitter - [@myproowler](#)

**Mara Gust** teaches Spanish and Computers at Greenbush-Middle River School. She has a Master's in Education and a post-graduate licensure in Computer Technology. Find her on Twitter - [@maragust](#)

**Dianna Hazelton** is a math teacher at Lake of the Woods School. Find her on Twitter - [@hazeymath](#)

**Darla Hegge** has been teaching for 20 years, 11 years in fourth grade. She and her team enjoy all things fourth grade and working together as a team!

**Jeremy Holien** is the Arts Education Specialist for Minnesota's Perpich Center for Arts Education and the Minnesota Department of Education. The Perpich Center is a state agency within the executive branch of government, whose mission is to improve K-12 arts education for students and educators. He leads professional development, standards-based curriculum implementation, best-practice assessment strategies, and the development of the arts teacher evaluation program. He is responsible for statewide workshops, networks, and innovative initiatives in visual and media arts education, working regularly with school district teacher and administrative teams, and post-secondary teacher preparation programs. Additionally, he presents regularly on the cognitive value of arts education, artistic literacies, 21st century skills, leadership, and public policy centered in the arts. Holien is a co-author of the recent National Core Arts Standards in Media Arts and is a graduate of the 2015 National Art Education Association's School of Art Leaders.

**Diane Johnson** - "Change" has been my mode of philosophy towards my career in education as of late. I had no idea what becoming a "Reading Interventionist" would entail when approached in the spring of 2017 by Mr. Marolt wondering if I would be open to a "change". After a brief description, a more in depth conversation, and much thought, I agreed, "Sure, why not." So, after 20 years of teaching elementary music at Challenger, this fall I jumped into the world of Reading as a Reading Interventionist. Music has always been my passion but so has reading, language, writing and the POWER OF WORDS. I have embraced this new position and am honored to be part of a program that I envision to empower the children of our community in becoming more proficient readers and learners. It is truly a journey of a lifetime in my educational career. I am enjoying the newness, the overall challenge of helping create a program at Challenger that will better empower our students and,.....the change.

**Jeff Johnson** is the IT Security Manager at Digi-Key. He's been in the security industry for 20 years including professional hacking, auditing, architecture, engineering, etc. Jeff lives in Bloomington, MN with his wife and two boys. They have a dog, fish, and 3 chickens (there were more chickens, but the city is a dangerous place for fowl).

**Kelsey Johnson** is an elementary teacher at heart with 7 years as a primary educator. Her passion for technology lead her to a position as a Technology Integration Specialist at Lincoln High School in Thief River Falls, MN. She is enthusiastic about infusing creativity and tech into education in order to make student learning more engaging and teacher instruction more purposeful and productive. Find her on Twitter - [@mrskelsjohn](https://twitter.com/mrskelsjohn)

**Rick Johnson**, 25 years of teaching Science in Middle School; 15 years of LEGO® Robotics; 40 year LEGO® enthusiast

**Sara Johnson** has taught special education for the past 17 years. She has five years experience with the push-in model in English and one year in Algebra. Sara advocates for her students to experience the same content as all other students with the modifications and support from special education to help with their reading and math difficulties.

**Erika Kahlhamer** is in her 6th year teaching science at Lincoln High School in Thief River Falls. She teaches biology and anatomy and physiology courses. She has experience teaching at Northland Technical & Community College, and was a graduate teaching assistant at the University of North Dakota. She is originally from Brookings, SD and acquired her B.S. and M.S. in Biology from the University of North Dakota. Find her on Twitter - [@erikafactor](https://twitter.com/erikafactor)

**Kathleen Kallis** has been a regular education and special education teacher over the past 21 years, working in elementary, high school, and Level 4 EBD programs. Recently she returned to school and am currently in her Internship for School Psychology.

**Kelly Kennefick** is an instructional specialist and coach for Tierney Brothers and a licensed 5-12 social studies teacher. She loves teaching technology and showing participants of all ages all of the possibilities of technology in the classroom. Find her on Twitter - [@kellyk\\_tierney](https://twitter.com/kellyk_tierney)

**Stacey Leake** has been teaching for 22 years, 16 years in fourth grade. She and her team enjoy all things fourth grade and working together as a team! Find her on Twitter - [@devineleake](https://twitter.com/devineleake)

**Brian Loe** has been in education for 12 years. He is in his 3rd year as Dean of Students at Challenger Elementary, and spent 9 years as a social studies teacher in grades 7-12. He is passionate about all things education, and learning how to be a better educator.

**Trista Lund** is a 7-12 Computers and Careers Teacher at Marshall County Central High School in Newfolden, MN. In addition to teaching, she is also the District Technology Coordinator. She enjoys finding new ways to engage learning in her classroom and sharing with other teachers.

**Pete Markham** Apple Education - Regional Support Representative.

**Patrick Marolt** has been the principal at Challenger Elementary School since 2000. He graduated from Minnesota State University- Mankato and spent his teaching career as a multiage teacher at Hillcrest Elementary School in Bloomington and second grade teacher at Cedar Ridge Elementary in Eden Prairie, MN. Find him on Twitter - [@pmarolt](#)

**Kristin McKenzie** graduated from the University of North Dakota with a Bachelors of Science in Computer Science and concentration in Communications. She was a software engineer for 13 years before moving into a leadership role. She is now Director of IT at Digi-Key Electronics. Find her on Twitter - [@kristin0202](#)

**Mary Mehsikomer** is an experienced trainer, program administrator, and education technology consultant. Mary designs and delivers professional development for teachers and administrators at TIES, manages the TIESed Division, and represents TIES on other initiatives. Prior to TIES, Mary managed NW-LINKS, a telecommunications region of 70 school districts in northwestern Minnesota/ Mary also worked in the Minnesota Department of Education where she guided school district technology planning and funding initiatives. Mary is a Certified Education Technology Leader (CETL) through CoSN. Find her on Twitter - [@MaryTMM](#)

**Katie Melgaard** is in her twelfth year of teaching. She teaches grade 9-12 science (physical science, biology, chemistry, physics, and anatomy & physiology) at Marshall County Central High School. She loves integrating technology into her classes and has presented at MnSTA and MREA conferences. Find her on Twitter - [@kamelgaard](#)

**Jess Moen** is an Early Childhood Special Education Professional Development Facilitator. Her goal is to connect early childhood programs and staff to resources that will support their work in providing best practices for young children. Find her on Twitter - [@jessbemidji](#)

**Jeff Mumm** is in his 32nd year of teaching Elective PE (Strength Training / Lifetime Fitness Classes) for grades 10-12 at Lincoln High School. Jeff is also the strength training coordinator at LHS. Without a doubt TRF does it better than anyone else.

**Rich Myer's** experience covers multiple generations of technology and transformation and includes 9 different industry verticals. From the advent of client server computing to the internet revolution he has forecast and applied technology in ways that have transformed the companies that he has worked in. Rich has a special interest in education as he previously served as an adjunct professor in curriculum development and Computer Science for Colorado Christian University.

**Zackary Nicklin** has been instructing in the field of Aviation Maintenance and UAS at NCTC since 2012. He has been in the UAS industry for 12+ years, including 6 years with the U.S. military. He is currently the Lead Instructor for NCTC's UAS programs.

**Ann Olson** has been a high school English teacher for nearly four decades, with the majority of those years at Roseau High School. She is a Roseau legend, well respected, knowledgeable, and skilled at building meaningful relationships with her students.

**Natasha Olsonawski** is a computer science teacher at Lincoln High School. Using technology has been part of her classroom curriculum for the last 17 years. She is an experienced technology integrationist, trainer, and technology planner. She currently teaches video game design, photoshop, digi-tools, tech 101, mobile apps, and video production. Find her on Twitter - [@nolsonawski](#)

**Elizabeth Quick** is currently a 1st grade classroom teacher. She has 21 years of teaching experience including Title 1 reading, ESL, and elementary science. She holds a Reading Specialist license, but learns the most from her students and colleagues every day.

**Lora Rantanen** has taught in the TRF school district for over 20 years. She started as a middle school science teacher, but has moved into tech integration in the past three years. She has provided many technology trainings throughout the years for teachers in her district as well as the region through the NWSC & past MLK sessions." Find her on Twitter - [@lorarantanen](#)

**Kurt Reynolds** is in his 20th year of teaching English at Lincoln High School. He teaches College in the High School Composition I and II and Lit and Lang 9. He also teaches an introduction to education course at UND. He has the greatest job in the world. Find him on Twitter - [@teacherscribe](#)

**Troy Reynolds** has been in education for nine years. In that time he has worked very heavily with technology integration and the use of SMART Boards and iPads. In 2009, he was hired by Waubun as a new teacher but within a few months he was given the opportunity to be a district technology integrationist and head up their professional development with regards to SMART Boards and Moodle. In 2011, he was fortunate enough to be hired at Win-E-Mac for their 1:1 iPad rollout in grades 10-12. Each staff member received an iPad and an AppleTV to use in their teaching, and the district purchased four carts to be used in grades K-9. In 2014, Win-E-Mac expanded their 1:1 initiative to incorporate grades 7-9 with an iPad and put 15 iPads in each elementary classroom, which made the elementary classrooms 1.5:1. Staff is integrating iTunes U and Google Classroom into their curriculum while harnessing the power of YouTube to flip some classrooms or a few lessons. In 2017, he was hired by the Bagley School District as an integrationist to help them further incorporate their 1:1 iPad and Chromebook initiatives into the classroom. He loves technology! He loves working with staff to help them fulfill their ideas, and he loves helping the students achieve their creative potential. Find him on Twitter - [@reynoldstroy](#)

**Autumn Richardson** is a Bemidji State University grad with a broad background in STEM fields. She has a Bachelors of Arts in Physics and Bachelors of Science in Computer Science with minors in Math, Geology, and Planetary Science. She was granted an internship with NASA in 2007. Autumn is currently Manager, IT Development at Digi-Key Electronics.

**Pat Salstrand** is the Regional Director-zSpace [edu.zspace.com](http://edu.zspace.com)

**Danielle Schantz** has been teaching for 11 years, 8 years in fourth grade. She and her team enjoy all things fourth grade and working together as a team!

**Lisa Semanko** has taught many different English classes for the past 25 years at Lincoln HS in TRF including Honors, AP, and English 12. There have been a lot of changes in educational philosophy in that time, but she has consistently found that when students can draw from their interests or see "real world" value, the learning becomes more meaningful.

**Jake Seuntjens** is the Education Services Director at the Northwest Service Cooperative in Thief River Falls, MN. His past experiences include serving as a reading specialist, reading and behavior interventionist, reading and technology teacher, and classroom teacher. Find him on Twitter - [@JakeNWSC](#)

**Katie Shaw** has taught agriculture classes at LHS for nine years. She also advises FFA and envirothon. She enjoys adding hands on labs and activities to my classroom. Find her on Twitter - [@kshaw\\_ag](#)

**Courtney Skjerven** is a first grade teacher at Challenger. He loves to integrate meaningful technology into my classroom. Find him on Twitter - [@CSkjerven40](#)

**Stephen Sorenson** – Geospatial Analysis Instructor at Northland Community and Technical College since 2015. 33 years military experience with 28 of those years working in intelligence. Currently a Co-PI for NCTC's recently awarded NSF ATE Grant.

**Amanda Sorgaard** teaches in the Bagley School District.

**Jaimie Snowdon** has been the K-12 Indian Studies teacher in Warroad for the past 16 years with teachings gigs in Moorhead and Bemidji prior to coming to Warroad. He enjoys sharing his culture and history with his students.

**Tevia Strand** is a 4th grade teacher at Challenger Elementary. This is her 5th year working at Challenger. She is currently going back to school working toward her Masters in Reading. Find her on Twitter - [@learninginc106](#)

**Jessica Strom** is in her 15th year of teaching high school math. She loves to learn and try new things. She feels it is time we embrace technology and go beyond the obvious. She was just elected as the Region 7 Director for MCTM and on a mission to create a community of math teachers in our northwest region. Find her on Twitter - [@strom\\_win](#)

**Jane Thibert** has been married to her best friend for 30 years, mother of three amazing adult children (just ask me), and is proud to say she a lifelong resident of Red Lake Falls, (according to data, the ugliest county in the US). She is the assistant technology coordinator for the Thief River Falls 1:1 School District, where she enjoys working with staff and students in an ever changing world of technology. Find her on Twitter - [@ces\\_tech](#)

**Nikki Vradenburg** is a teacher/trainer who has seen and tried it all. She's a Tech Coach, the Montana PBS Teacher Ambassador, a Certified BrainPOP Educator, Montana Teacher of the Year Finalist, co-moderator of #mtdedchat, as well as being a wife and mother.

**Kali Wagner** is in her 8th year of teaching Language Arts. For the last four years, she has worked closely with Sara Johnson using the push-in model. She enjoys this unique working relationship and its many benefits not only for herself but also for the students.

**Kevin Walseth** is the Technical Marketing Manager at Digi-Key Electronics. He has been with Digi-Key for 5 years and focuses on supporting makers and the technology they desire. He has attended many trade shows and events in the past few years trying to understand what the new generation wants to learn. He has an open source passion. Everything he learns, he would like to give back. Being a Volunteer Firefighter and a father of 4 takes up his free time outside of the office. Find him on Twitter - [@kwalseth](#)

**Josh Watne** is in his third year of teaching U.S. History and World Geography at Franklin Middle School in Thief River Falls. He grew up in TRF and graduated in 2010. He continued with his education at North Dakota State University for Social Science Education. After graduating from NDSU in 2014, he accepted his first teaching job in Detroit Lakes for the 2014/2015 school year. Now, that he has entered my fourth year of teaching, he is reminded of how fortunate he is to work with the very teachers who inspired me to enter this career path.

**Kelly Weets** has been an educator for 19 years and is currently serving as Interim Dean of Students at Lincoln High School in Thief River Falls. She was formerly a media specialist and English teacher, and is also a Google for Education Certified Trainer. Find her on Twitter - [@kellyweets](#)

**Amanda Wiener** is a pediatric Speech/Language Pathologist working for Fosston Public Schools with infants through 12th graders. She received a bachelor's degree in Speech/Language/Hearing Sciences from Minnesota State University-Moorhead, a master's degree in Communicative Disorders from the University of Wisconsin- River Falls, is licensed through the MN Department of Health and is nationally board certified through the American Speech and Hearing Association (ASHA). Over the past 15 years, Amanda has been continually creating visual supports and adapting games, books and songs to make learning fun, accessible and achievable for all students.

**Dr. Tim Wollenzien** has been Manager of Education Services at Prairie Public in Fargo since 2015, following several years as a music educator and administrator. His role at Prairie Public allows him to collaborate and build productive relationships with education professionals, promote relevant professional development, and share outstanding resources for teachers and families. He's passionate about education, arts, public media, lifelong learning and technology. He's a dad, husband, traveller, gardener and news junkie. Find him on Twitter - [@prairiepublicd](#)

**Andrew Youngblom** is the high school art teacher at Lincoln High School. This is his 3rd year teaching.



Clearwater County  
Nursing Service – Public Health – Home Care - Hospice

212 Main Ave North  
Bagley, MN 56621-8313  
Phone: 218-694-6581 Fax: 218-694-6594  
Marissa Hetland, Director

November 30, 2017

Mr. Steve Cairns  
Bagley Public Schools  
202 Bagley Av NW  
Bagley, MN 56621

Dear Steve:

Enclosed are two copies of the proposed 2017-2018 agreement between the Clearwater County Nursing Service and the school. The rates remain the same as last year. But, as discussed and agreed upon at our Mental Health Collaborative Meeting in August the amount that is available from the collaborative has decreased by \$7,500.00. I have adjusted the contract to reflect the difference. Let me know if you have any questions.

Please review the agreement and obtain signatures. Return one copy to me and keep the other for your records.

If you would like to discuss this contract or have any questions regarding our services, please call me at 694-6581.

Sincerely,

A handwritten signature in black ink that reads "Marissa Hetland". The signature is written in a cursive, flowing style.

Marissa Hetland

Director

**SCHOOL CONTRACT**

Clearwater County Nursing Service hereby agrees to contract with Bagley School District No. 162 for nursing service beginning September 1, 2017 and ending May 31, 2018.

The Clearwater County Nursing Service hereby agrees to provide school nursing in the following manner:

- A. A Public Health Nurse or Registered Nurse will be available to assist as appropriate and necessary in the following activities:
  - 1. Health screenings (e.g., vision & hearing, scoliosis, lice).
  - 2. Immunization program.
  - 3. Health education (e.g., human sexuality, menstruation, BSE).
  - 4. Supervision/consultation with staff.
  - 5. Consultation with students.
  - 6. Small group sessions (e.g., prenatal education).
- B. A trained Home Health Aide may be used in appropriate areas under the supervision of the Public Health Nurse or Registered Nurse.
  - 1. Additional 1.5 hours/day of paraprofessional time to augment the Schoolwide Nursing Outreach grant to cover health office hours 8:30AM to 2:30PM.

The Bagley School agrees to:

- A. Provide working space for the Public Health Nurse or Registered Nurse.
- B. Make available someone in the school who will, under the direction of the superintendent, carry out certain non-professional tasks related to the school health program as defined by school policies. This person will work in certain defined areas with the assistance of the Public Health Nurse or Registered Nurse from Clearwater County Nursing Service.
- C. Delegate a person (ie., superintendent or principal) in the school to authorize home follow-up visits, verify nursing time spent in the school.
- D. Assume full liability for the handling of first aid activities performed by Bagley School District staff.
- E. Reimburse the Clearwater County Nursing Service at the rate of \$71.20 per hour for a nurse and \$25.00 per hour for a home health aide. The school will be billed at the end of the month in which service was provided.
- F. The School Health Office paraprofessional will be billed monthly at \$1365/month with a maximum of \$12,285.00/year.

\_\_\_\_\_  
Superintendent Bagley Schools

\_\_\_\_\_  
Chair, Bagley School Board

\_\_\_\_\_  
Date

*Margaret Herford*  
 \_\_\_\_\_  
 Director Clearwater County  
 Nursing Service  
 11/20/17  
 \_\_\_\_\_  
 Date