

SCHOOL BOARD MINUTES
INDEPENDENT SCHOOL DISTRICT NO. 77
Mankato, Minnesota

April 20, 2015

The School Board of Independent School District No. 77 met in regular session on Monday, April 20, in the Mankato Room at the Intergovernmental Center. Chair Hendricks called the meeting to order at 5:30 p.m. Members present at roll call: Judi Brandon, Kinney Eberhart, Sara Hansen, Ann Hendricks, Tom Rekstein, Jodi Sapp and Kristi Schuck. Absent: none.

Ms. Schuck moved, and Mrs. Brandon seconded, approval of the agenda together with a Personnel Addendum and the addition of item IV.C. - First Reading of Policies. The motion carried on a 7-0 voice vote.

Open Forum: No one wished to speak.

Approval of the Educare Grants was moved from the last business item to the first item on the agenda. Shannon Beal, Chair of the Educare Grants Committee, reviewed the grants and requested Board approval. A motion was made by Ms. Schuck and seconded by Ms. Hansen to approve the following grants as presented. The motion carried on a 7-0 voice vote.

1. Chromebooks for Social Studies - West High School
Amount Requested: \$11,558; Amount Funded: \$11,558
2. 22nd Century Learning and Readiness - East High School
Amount Requested: \$13,216; Amount Funded: \$13,216
3. Pulse Welders for East and West - East and West High School
Amount Requested: \$30,695; Amount Funded: \$15,300
4. WeatherBug, Dakota Meadows Middle School and East Junior High School
Amount Requested: \$17,980; Amount Funded: \$15,735
5. Middle School Gateway to Technology VEX Equipment -
Dakota Meadows and East Junior High
Amount Requested: \$16,800; Amount Funded: \$8,400

Information Reports: Instructional Technology and Professional Development Report presented by Tracy Brovold, Marti Sievek and Monde Schwartz; Board member workshop/committee reports.

First Reading of Policies 607 (Organization of Grade Levels) and 707 (Transportation

of Public School Students). These will be brought for second reading and approval at the May 4, 2015, School Board meeting.

The consent agenda items outlined below were approved on a motion by Ms. Hansen, seconded by Mrs. Eberhart, and carried on a 7-0 roll call vote.

Approval of Minutes of the April 7, 2015, regular Board meeting.

Approval of April bills totaling \$5,994,182.19.

Personnel:

APPOINTMENTS (ADMINISTRATIVE)

David Lutz - Principal at West High School, effective as of July 1, 2015. He will be compensated according to the agreement between the District and the Principals Association - base senior high principal salary, step 2.

APPOINTMENTS (NONAFFILIATED)

Jennifer Mueller - Full-time Birth-5 Intake Specialist with Student Support Services-beginning July 1, 2015. This assignment has a work-year of 224 days with an annual salary of \$38,700. She will be eligible for Category I benefits.

APPOINTMENTS (INSTRUCTIONAL)

Hannah Buecksler - Full-time (1.00 FTEs) Special Education Teacher, site to be determined, beginning August 31, 2015 for the 2015-16 school year. She will be placed on step 2 of the B lane on the Teachers Association salary schedule.

Kyle Griffin - Full-time (1.00 FTEs) Elementary Teacher at Jefferson Elementary School beginning August 31, 2015 for the 2015-16 school year. He will be placed on step 1 of the B lane on the Teachers Association salary schedule, contingent upon obtaining licensure.

Haley Nourie - Full-time (1.00 FTEs) Elementary Teacher at Jefferson Elementary School beginning August 31, 2015 for the 2015-16 school year. She will be placed on step 1 of the B lane on the Teachers Association salary schedule.

Karen Powers - Full-time (1.00 FTEs) Special Education DCD Teacher at Washington Elementary School beginning August 31, 2015 for the 2015-16 school year. She will be placed on step 1 of the B lane on the Teachers Association salary schedule.

Nathan Slama - ABE Adult Diploma Teacher for summer session - beginning June 8 and ending July 30, 2015. This assignment is for 2.5 hours per day/2 days per week. He will be compensated at the rate of \$22.03 per hour.

Jennifer Stenzel - Full-time (1.00 FTEs) Special Education DCD Teacher at Franklin Elementary School beginning August 31, 2015 for the 2015-16 school year. She will be placed on step 6 of the M lane on the Teachers Association salary schedule.

Tonya Wannarka - Full-time (1.00 FTEs) Elementary Teacher at Jefferson Elementary School beginning August 31, 2015 for the 2015-16 school year. She will be placed on step 10 of the M lane on the Teachers Association salary schedule.

Miranda Wenisch - Full-time (1.00 FTEs) 4th Grade Teacher at Kennedy Elementary School beginning August 31, 2015 for the 2015-16 school year. She will be placed on step 2 of the B lane on the Teachers Association salary schedule.

Nicole Youell - Full-time (1.00 FTEs) Art Teacher at West High School beginning August 31, 2015 for the 2015-16 school year. She will be placed on step 3 of the M lane on the Teachers Association salary schedule.

APPOINTMENTS (NONINSTRUCTIONAL)

Linnae Johnson - NonClassroom (Playground) Paraprofessional for 1.5 hours per day/3 days per week at Hoover Elementary School beginning April 8, 2015. She will be compensated at the rate of \$10.66 per hour.

Steve Sveom - District Carpenter for 8 hours per day/5 days per week beginning May 4, 2015. He will be placed at classification B23, Level 1, Step 3 of the Maintenance and Custodial Workers Association salary schedule with an hourly rate of \$18.14.

Sherry Trullinger - NonClassroom (Lunchroom) Paraprofessional for 2.25 hours per day/5 days per week at Dakota Meadows Middle School beginning September 4, 2014, through the end of the 2014-15 school year. This appointment had originally had an end date of January 16, 2015.

The following will be ECFE/SR Teaching Assistants for an 8 week Spring Semester beginning April 13 and ending June 4, 2015. They will be compensated at their regular rate of pay.

Anna Anderson, Mary Nere, Hayley Teipel, Khatera Yaqubi

The following will be ECFE/SR Teaching Assistants for Camp "Ready, Set, Go!" from June 3 through June 30, 2015. They will be compensated at their regular rate of pay.

Leila Boulester, Shari Buckmister, Shipra Chowdhury, Jamie Galinat, Rachel Greve, Jody Hillbeck, Deanna Hofmeister, Ronette Hornick, Carol Oberle,

Renee Reed

CONTRACT ADJUSTMENTS (NON-AFFILIATED)

Alison Troidahl - Change in position from Volunteer Coordinator to Family and Community Engagement Coordinator with Community Education and Recreation for 8 hours per day/5 days per week beginning May 1, 2015 with an hourly rate of \$21.55 with Category II benefits. Beginning July 1, 2015 her assignment as Community Engagement Coordinator will increase from 210 work days to 220 work days.

CONTRACT ADJUSTMENTS (NONINSTRUCTIONAL)

Jessica Provancha, Sign Language Interpreter - decrease in assignment from 7 hours per day to 6.5 hours per day/5 days per week until October 1 and changing to 6.25 hours per day/5 days per week beginning January 1, 2015.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Meredith Gunderson, Math Teacher at West High School, has requested an unpaid leave for the 2015-16 and 2016-17 school years.

Catherine Neve, Math/Science Teacher at East High School, has requested an unpaid leave for the 2015-16 school year.

Joan Scharmer, Social Studies Teacher at East High School has requested a leave under the provisions of the Family Medical Leave Act beginning August 30 and continuing for a period of 12 weeks. She will then be on unpaid leave for the remainder of the 2015-16 school year and the 2016-17 school year.

Jessica Waterstreet, Special Education Teacher at Dakota Meadows Middle School, has requested a leave under the provisions of the Family Medical Leave Act commencing on September 14 and ending October 30, 2015.

REQUESTS FOR LEAVE (NONINSTRUCTIONAL)

Diane Martens, Second Cook at Franklin Elementary School, has requested a leave under the provisions of the Family Medical Leave Act commencing on February 23 and ending May 22, 2015.

Wanda Schwartz, Second Cook at Monroe Elementary School, has requested a leave under the provisions of the Family Medical Leave Act commencing on April 13 and ending May 29, 2015.

RESIGNATIONS (NONINSTRUCTIONAL)

Bethany Demarais - ECFE/SR Teaching Assistant, effective as of March 26, 2015.

Malinmustaf Ibrahim - NonClassroom (Playground) Paraprofessional at Franklin

Elementary School, verbal resignation effective as of February 13, 2015.

Faiso Jeylani - NonClassroom (Playground) Paraprofessional at Franklin Elementary School, effective as of February 18, 2015.

Erik Nelson - Special Education Paraprofessional at West High School, effective as of April 30, 2015.

Kyra Olson - Central Registration Receptionist, effective April 24, 2015.

Margaret Wheeler, Intervention Paraprofessional at Bridges Community School has submitted her resignation for purposes of retirement, effective as of May 20, 2015.

Jena Williams - Special Education Paraprofessional at 4 Kids, effective as of May 8, 2015.

Ms. Hansen made a motion, seconded by Ms. Schuck, to accept the following gifts:

The East High Vex Robotics Program received a donation of \$500 from MTU Onsite Energy.

Kelli Woelfel donated \$100 to the West High softball program.

The L & N Andreas Foundation donated \$10,000 to the Central High School TAPP Daycare Program.

The motion carried on a 7-0 voice vote.

District 77 and the Minnesota School Employees Association reached a tentative agreement on the 2015-16 Master Agreement on March 31 and the members of the Association voted to ratify the new agreement on April 14. Eric Hudspith reviewed the details of the new agreement. Mr. Rekstein made a motion to approve the 2015-16 Master Agreement between ISD 77 and the Minnesota School Employees Association for 2015-16. The motion was seconded by Mrs. Brandon and carried on a 7-0 roll call vote.

In accordance with District Policy 703, the School Board must name a fiscal auditor to audit the financial records of the School District. A proposal has been submitted by our current auditing firm, Clifton Larson Allen LLP to provide this service for the 2014-2015 fiscal year with the base fee not to exceed \$26,600. A motion was made by Ms. Sapp and seconded by Mrs. Eberhart to name the firm of Clifton Larson Allen LLP to serve as the fiscal auditor for District 77 for the fiscal year 2014-2015. The motion carried on a 7-0 voice vote.

Mrs. Eberhart made a motion to approve the schedules for student fees and admission charges for school year 2015-16 (see pages _____). There are no student fee and admission charge increases for the 2015-16 school year. The motion was seconded by Mrs. Brandon and carried on a 7-0 voice vote.

Board members reviewed the recommended revised 2014-2015 budget for Mankato Area Public Schools programs. This revised budget was recommended by the administration as a result of salary adjustments with staff, revised revenue projections, and as a result of a number of program modifications which have occurred since the original budget was adopted in June of 2014. Following discussion, Ms. Hansen made a motion to approve the revised budgets as presented. The motion was seconded by Ms. Schuck and carried on a 7-0 roll call vote. Approval of the revised 2014-2015 budgets changed the individual fund totals as follows:

1. General Fund Unappropriated Revenues from \$77,160,746 to \$77,663,203.
2. General Fund Unappropriated Expenditures from \$77,666,265 to \$78,759,282.
3. Food Service Fund Revenues from \$3,620,700 to \$3,763,200.
4. Food Service Fund Expenditures from \$3,765,341 to \$3,974,841.
5. Community Service Fund Revenues from \$4,999,432 to \$5,290,743.
6. Community Service Fund Expenditures from \$5,281,123 to \$5,494,729.
7. Capital Fund Revenue from \$3,186,578 to \$3,259,894.
8. Capital Fund Expenditures from \$3,916,075 to \$4,094,275.
9. Deferred Maintenance Expenditures from \$562,100 to \$470,000.
10. Health & Safety Fund Expenditures from \$400,000 to \$650,000.
11. Debt Redemption Fund Revenues from \$6,977,584 to \$17,003,225.
12. Debt Redemption Fund Expenditures from \$10,167,984 to \$10,180,384.
13. Building Construction Fund Revenues from \$80,000 to \$600,000.
14. Building Construction Fund Expenditures from \$19,030,000 to \$12,390,000.
15. OPEB Debt Service Fund Revenues from \$1,797,129 to \$1,790,552.

There being no further business to consider, Ms. Sapp moved and Mrs. Brandon seconded, that the meeting be adjourned. The meeting was declared adjourned at 6:24 p.m., on a 7-0 voice vote.

Clerk _____

Attest:

Chairperson _____

SCHOOL BOARD PROCEEDINGS
INDEPENDENT SCHOOL DISTRICT NO. 77
Mankato, Minnesota

April 20, 2015

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1. Schuck/Brandon approval of agenda with addenda. 7-0
2. Open Forum - none.
3. Schuck/Hansen approval of Educare grants. 7-0
4. Information: Instructional Technology and Professional Development Report; Board Member Workshop/Committee Reports; First Reading of Revised Policies.
5. Hansen/Eberhart approval of Consent Agenda Items: Approval of Minutes of the April 7, 2015, regular meeting; Personnel; Approval of April bills. 7-0
6. Hansen/Schuck acceptance of gifts and grants. 7-0
7. Rekstein/Brandon approval of agreement with MSEA for 2015-16. 7-0
8. Sapp/Eberhart name Clifton Larson Allen LLP as auditor for fiscal 2014-15. 7-0
9. Eberhart/Brandon approval of 2015-16 student fees and admission charges. 7-0
10. Hansen/Schuck approval of 2014-15 revised budgets. 7-0
11. Sapp/Brandon adjournment at 6:24 p.m. 7-0

Independent School District No. 77
Mankato, Minnesota
By: Judi Brandon

The complete minutes and all documents relating to this meeting are on file and available for review in the Superintendent's Office, 10 Civic Center Plaza, Suite 2 and on-line at www.isd77.org.

**MANKATO AREA PUBLIC SCHOOLS
ADMISSION CHARGES FOR ATHLETIC CONTESTS
2015-2016**

I. Single Admission Charge

- A. Students (K-12) \$5.00
- B. Adults - \$7.00
- C. Receipts deposited into the General Fund of the District
- D. No charge for pre-school age children if accompanied by an adult
- E. Valid for all athletic contests at which admission is charged:
 - 1. Basketball- Girls and Boys including B Squad
 - 2. Football- Boys including Junior Varsity/B Squad
 - 3. Gymnastics- Girls
 - 4. Hockey- Girls and Boys including JV
 - 5. Soccer- Girls and Boys including JV and C
 - 6. Swimming- Girls and Boys
 - 7. Track and Field- Girls and Boys
 - 8. Volleyball- Girls including JV
 - 9. Wrestling- Boys including JV

II. Student Athletic Passes

- A. Junior and Senior High School Students - \$50.00
 - 1. Valid for all athletic contests at each student's respective senior high school excluding tournaments and Section or State play.
 - 2. Students receive the respective senior high school newspaper
 - 3. Non-transferable
 - 4. \$50.00 is deposited into the receipts of the General Fund of the district.
 - 5. East Jr. High student's individual pictures are taken during orientation night by a professional photography firm, this firm creates the student athletic passes which are available for purchase in the East H.S. Activities office.
Dakota Meadows Middle School student's individual pictures are taken at DMMS by a professional photography firm, this firm creates the student athletic passes which are available for purchase in the DMMS Main Office.
 - 6. East Senior High student's athletic passes can be purchased in the East

H.S. Activities Office.

West Senior High student's athletic passes can be purchased in the West H.S. 2nd Floor Main Office.

7. Student athletic passes from both East and West Schools will be honored at all East vs. West athletic events excluding tournaments and Section or State play.
8. A student who qualifies for free lunch may request an athletic pass at no cost, and for a student who qualifies for a reduced price lunch, the athletic pass will be \$15.00.

B. Elementary School Students - \$35.00

1. Valid for all athletic contests at the respective senior high school excluding tournaments and Section or State play.
2. Students do not receive the senior high school newspaper
3. \$35.00 is deposited in the receipts of the General Fund of the district
4. Non-transferable
5. West Elementary students must provide a picture and order the pass at the West High School 2nd Floor Main Office.
6. East Elementary students must have a picture taken and the pass made at the East H.S. Activities Office.

III. **10 Punch Passes**

- A. Available to the public at the East or West Activities Office. 10 punch passes may be used for East or West athletic events.
- B. Valid for all regular season athletic contests excluding tournaments and Section or State play.
- C. The cost of each pass is \$60.00 for 10 events

IV. **Adult Sports Pass**

- A. Available to the public at the East or West Activities Office. Adult sports passes may be used for any athletic event at the respective high school.
- B. Valid for all regular season athletic contests excluding tournaments and Section or State play.
- C. The cost of each pass is \$100.00.

V. **ISD 77 Staff Athletic Passes**

- A. Free admission available to all District 77 employees.

- B. Valid for all regular season athletic contests excluding tournaments and Section or State play.
- C. Valid for both East and West senior high schools.
- D. Non-transferable.
- E. Pre-school age children may attend free with the adult.
- F. Retired staff and retired Board members will receive a complimentary staff athletic pass for themselves and spouse or guest.
- G. Staff may receive one adult athletic pass for volunteering to work at two senior or junior high athletic events as determined by the Activities Director. Working at four events will entitle a staff member to receive two adult athletic passes.

VI. **Senior Citizens**

Senior citizens (age 62+) residing within the Mankato Area Public School District are admitted to all East or West athletic contests excluding tournaments and Section or State play free of charge by presentation of senior citizen identification/pass. Passes are available in the West or East Activities Office. Visiting senior citizens (age 62+) are admitted to the events at the student single admission charge rate of \$5.00.

VII. **Exceptions to the above categories and charges**

- A. Scouts from other school districts
- B. Media personnel working games
- C. Retired District 77 employees

VIII. All of the passes listed in the above categories apply to District No. 77 athletic contests only, and will **NOT** be honored at section and state tournaments or any games away from home. Also, the athletic passes listed in the above categories **do not** provide admission to other non-athletic co-curricular activities, unless otherwise stated.

**MANKATO AREA PUBLIC SCHOOLS
2015-2016 STUDENT FEES LISTING**

I. JUNIOR HIGH ATHLETIC AND CO-CURRICULAR FEES

- A. All athletic activities - \$100.00 per activity.
- B. Yearbook, Math League, Drama Club, Knowledge Bowl and Science Club - \$75.00 per activity.
- C. No maximum fee per student. A family maximum of \$300.00 per year. (Refer to V.E.)
- D. Students unable to pay an activity fee will not be denied the right to participate. Activities Director will make the decision in such cases using the free/reduced lunch program as a guideline. Students who qualify for a reduced price lunch will pay 25% of the total fee designated for each activity that they participate in. Fees are waived for students who qualify for free lunch.
- E. Junior high students participating at the senior high level must pay the senior high fee.

II. SENIOR HIGH ATHLETIC AND CO-CURRICULAR FEES

- A. All athletic activities, Debate, Speech, Knowledge Bowl, Dance Company, Fall and Spring Plays and Orchesis - \$160.00 per activity.
- B. Jazz Band, Swing Choir and West Connection- \$100.00 per activity.
- C. Math League and Science Club - \$75.00 per activity.
- D. No maximum fee per student. A family maximum of \$550.00. Refer to V.E.)
- E. Students unable to pay an activity fee will not be denied the right to participate. Activities Director will make the decision in such cases using the free/reduced lunch program as a guideline. Students who qualify for a reduced price lunch will pay 25% of the total fee designated for each activity

that they participate in. Fees are waived for students who qualify for free lunch.

III. MUSIC INSTRUMENT RENTAL FEE

- A. Orchestra Instrument Rental Fee - \$90.00
- B. Band Instrument Rental Fee - \$50.00
- C. Students unable to pay the rental fee will not be denied the right to rent an instrument. Principals will make the decision in this area using the free/reduced lunch eligibility as a guideline.

IV. SENIOR HIGH PARKING FEE

- A. Parking Lot Fee - \$80.00 per year
- B. No Fee Waivers

V. OTHER COMMENTS

- A. Refunds will be made according to the following schedule:
 - 1. A pro-rata amount will be refunded up to the mid-point of the regular activity season.
 - 2. No refund if more than one-half of the activity season is completed.
- B. Fees should be collected at the beginning of the activity in the office of the activities director.
- C. A list of students paying the fees must be maintained in the activities or principal's office for annual review by the auditor.
- D. Money must be sent to the Business Office with each school's daily deposit.
- E. In no case, regardless of the combination of students and activities, will a family be required to pay over the amount of the senior high family maximum.