

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

August 10, 2015

The School Board of Independent School District No. 77 met in regular session on Monday, August 10, in the Mankato Room at the Intergovernmental Center. Chair Hendricks called the meeting to order at 5:00 p.m. Members present at roll call: Kinney Eberhart, Sara Hansen, Ann Hendricks, Tom Rekstein, Jodi Sapp and Kristi Schuck. Absent: Judi Brandon.

Ms. Schuck moved, and Ms. Hansen seconded, approval of the agenda together with a Personnel Addendum. The motion carried on a 6-0 voice vote.

Open Forum: No one wished to speak.

Information Reports: Summer Academics Report presented by Scot Johnson, Ruth Rosenwinkel, Betty Alders and Heather Mueller; Food Service Program Report presented by Ron Schirmers; Board member workshop/committee reports; and Long-Term Facilities Maintenance Plan presented by Jerry Kolander.

The consent agenda items outlined below were approved on a motion by Ms. Hansen, seconded by Mrs. Eberhart, and carried on a 6-0 roll call vote.

Approval of Minutes of the July 13, 2015, regular Board meeting.

Approval of August bills totaling \$8,225,666.38.

Personnel:

APPOINTMENTS (NON-AFFILIATED)

Hani Abdirizak - Full-time Home School Liaison beginning August 3, 2015. This is a non-affiliated position with an annual salary of \$39,500 (prorated to \$36,031.64 for 239 days) and she will be eligible for Category II benefits.

APPOINTMENTS (ADMINISTRATIVE)

Jeff Dahline - Secondary Lead Principal beginning July 1, 2015. He will receive a stipend of \$4,000 for this assignment.

APPOINTMENTS (INSTRUCTIONAL)

Ellen Bashore - Full-time (1.000 FTEs) Grade 2 Teacher at Kennedy 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.

Andrea Brown - Full-time (1.000 FTEs) Grade 3 Intervention Teacher at Franklin 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.

Dane Ecker - Full-time (1.000 FTEs) DAPE Teacher at Futures beginning August 31, 2015 for the 2015-16 school year. He will be placed on step 1 of the B+30 lane on the Teachers Association salary schedule contingent upon obtaining licensure.

Karrie Duncan - K-12 Talent Development Reading Coach beginning with the 2015-16 school year. She will be compensated according to her placement on the Teachers Association salary schedule.

Elizabeth Fischer - Full-time (1.000 FTEs) Grade 2 Teacher at Roosevelt Elementary School beginning August 31, 2015 for the 2015-16 school year. She will be placed on step 1 of the B lane of the Teachers Association salary schedule contingent upon obtaining licensure.

Wade French - Part-Time (0.533 FTEs) Physical Education/Health Teacher at Central High (0.33 FTEs)/Rosa Parks (0.20 FTEs) Elementary Schools beginning August 31, 2015 for the 2015-16 school year. He will be placed on step 1 of the B lane of the Teachers Association salary schedule.

Jessica Kadrie - Long Term Substitute School Counselor for Shanna Hood at Eagle Lake/Washington Elementary Schools beginning on or about September 21 and ending on or about December 16, 2015. She will be placed at step 1 of the M lane of the Teachers Association salary schedule.

Jessica Blaisdell Kelly - Full-time (1.000 FTEs) Grade 5 Teacher at Kennedy Elementary School beginning August 31, 2015 for the 2015-16 school year. She will be placed on step 10 of the B+15 lane of the Teachers Association salary schedule.

Wendy Palmer - Full-time (1.000 FTEs) Grade 1 Teacher at Hoover 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.

Megan Petersen - Full-time (1.000 FTEs) Art Teacher at Dakota Meadows Middle School beginning August 31, 2015 for the 2015-16 school year. She will be placed on step 5 of the B+30 lane on the Teachers Association salary schedule.

Amber Prange - Full-time (1.000 FTEs) Social Studies Teacher at East High

School beginning August 31, 2015 for the 2015-16 school year. She will be placed at step 9 of the B lane of the Teachers Association salary schedule.

Angela Rickbeil - Long Term Substitute Grade 1 Teacher for Jennifer Anderson at Hoover Elementary School beginning August 31, 2015 and ending December 22, 2015. She will be placed on step 2 of the B lane of the Teachers Association salary schedule.

Stacie Smith - Full-time (1.000 FTEs) Grade 4 Teacher at Washington Elementary School beginning August 31, 2015 for the 2015-16 school year. She will be placed on step 10 of the B lane of the Teachers Association salary schedule.

Martha Wildeman - Long Term Substitute Grade 5 Teacher for Amanda Carleton at Rosa Parks Elementary School beginning September 7 and ending November 23, 2015. She will be placed on step 10 of the B lane on the Teachers Association salary schedule.

APPOINTMENTS (NONINSTRUCTIONAL)

Nancy Anderson - Special Education Paraprofessional at the Early Childhood Center for 6 hours per day/4 days per week (M-Th) beginning September 8, 2015. She will be compensated at the rate of \$10.86 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Lisa Brewer - Transfer to the position of Cook Manager at West High School for 8 hours per day/5 days per week beginning August 17, 2015. She will be placed on her current step of the Cook Manager, Level 3 classification of the School Food Service Workers Association salary schedule.

Tiffany Carlson - Special Education Paraprofessional at Franklin Elementary School for 6.25 hours per day/5 days per week beginning September 8, 2015. She will be compensated at the rate of \$10.86 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Nicole Cooper - Transfer to the position of Second Cook, Level 1 at Roosevelt Elementary School for 7 hours per day/5 days per week beginning August 15, 2015. She will be placed on step 3 of the Second Cook, Level 1 classification of the School Food Service Workers Association salary schedule.

Amy Culbertson - Special Education LifeSkills Paraprofessional at Dakota Meadows Middle School for 6.75 hours per day/5 days per week beginning September 8, 2015. She will be compensated at the rate of \$13.49 per hour in

accordance with the agreement between the District and the Minnesota School Employees Association.

Athena Curtis - ECFE/SR Teaching Assistant with the ECFE Program for 7.5 hours per day/4 days per week beginning August 18, 2015. She will be compensated at the rate of \$12.00 per hour and will be eligible for 6-3-2 benefits.

Kristin Diekmann - Special Education Paraprofessional at Bridges Community School for 6.25 hours per day/5 days per week beginning September 8, 2015. She will be compensated at the rate of \$10.86 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Samantha Flowers - Transfer to the position of Cook Manager at Washington Elementary School for 8 hours per day/5 days per week beginning August 1, 2015. She will be placed on the Cook Manager, Level 1 classification of the School Food Service Workers Association.

Dan Gabler - District Electrical Consultant for approximately 50 hours per month beginning August 3, 2015 for 12 months. He will be compensated \$15,000 for this assignment.

Laura Gullickson - Special Education Paraprofessional at Dakota Meadows Middle School for 6.75 hours per day/5 days per week beginning September 8, 2015. She will be compensated at the rate of \$10.86 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Katie Hanks - ECFE/SR Teaching Assistant with the ECFE Program for 7 hours per day/4 days per week beginning August 18, 2015. She will be compensated at the rate of \$12.00 per hour and will be eligible for 6-3-2 benefits.

Cecilia Hillman - Special Education Paraprofessional at Dakota Meadows Middle School for 6.75 hours per day/5 days per week beginning September 8, 2015. She will be compensated at the rate of \$10.86 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Sarah Kleist - Media Assistant at Hoover Elementary School for approximately 26.25 hours per week with a 180-day work year/no holidays beginning September 10, 2015. She will be placed at classification A13, step 1 of the Educational Secretaries Association's salary schedule.

Scott Klinkner - Secretary to the Principal at Central High School beginning August 10, 2015. This position has a 200 day work-year plus 9 paid holidays with an extended summer school assignment of 6 weeks. He will be placed at classification B22, step 2 of the Educational Secretaries Association's salary schedule.

Angie Knott - ECFE/SR Teaching Assistant with the ECFE Program for 7 hours per day/4 days per week beginning August 18, 2015. She will be compensated at the rate of \$11.00 per hour and will be eligible for 6-3-2 benefits.

Tammy LaMirand - Special Education Paraprofessional at Monroe Elementary School for 6.25 hours per day/5 days per week beginning September 8, 2015. She will be compensated at the rate of \$10.86 per hour in accordance with the agreement the District and the Minnesota School Employees Association.

Talisha Mattson - Clerical/POS Operator at Franklin Elementary School for 7 hours per day/5 days per week (5.5 hours as Clerical Assistant and 1.5 hours as POS Operator) beginning August 20, 2015. This assignment has a work-year of 170 days/no holidays. She will be placed on step 2, classification A12 of the Educational Secretaries Association salary schedule.

Julie Miller - Special Education Paraprofessional at the Early Childhood Center for 6 hours per day/4 days per week beginning September 8, 2015. She will be compensated at the rate of \$10.86 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Travis Roemhildt - Master Electrician for 8 hours per day/5 days per week beginning August 31, 2015. He will be placed on the step 3, classification C42 of the Maintenance and Custodial Workers Association salary schedule with an hourly rate of \$22.99.

Lisa Wachtel - Special Education Paraprofessional at Dakota Meadows Middle School for 6.75 hours per day/5 days per week beginning September 8, 2015. She will be compensated at the rate of \$10.86 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

CONTRACT ADJUSTMENTS (INSTRUCTIONAL)

Miranda Wenisch - Adjust placement on the Teachers Association salary schedule from step 2 of the B lane to step 2 of the B+15 lane beginning with the 2015-16 school year.

CONTRACT ADJUSTMENTS (NONINSTRUCTIONAL)

Lisa Adams - Decrease in assignment from 28.5 hours per week to 28 hours per

week (6.25 M-Th, 3 F) at ECC-Fantastic 4&5's beginning September 8, 2015.

Margaret Black - Increase in Playground Supervisor assignment from 1.75 hours per day to 2 hours per day/5 days per week at Kennedy Elementary School beginning September 10, 2015.

Elizabeth Hartman - Increase in Special Education Paraprofessional assignment from 6.25/4 days per week at ECC to 6.25 hours per day/5 days per week at Loyola beginning September 8, 2015.

Darci Kies - Increase in Special Education Paraprofessional/NonClassroom assignment from 6.25 hours per day/5 days per week at Garfield to 6.75 hours per day/5 days per week at Dakota Meadows Middle School beginning September 8, 2015.

Teresa Kolstad - Voluntary decrease in Special Education Paraprofessional assignment from 6.25 hours per day/5 days per week at Kennedy Elementary School to 7 hours per day/4 days per week (M-Th) at HeadStart beginning September 8, 2015.

Monique Krook - Increase in Special Education Paraprofessional assignment from 22 hours per week to 26 hours per week (6.5 hours per day/4 days per week) at Friends Together/Early Explorers/Fantastic 4&5's beginning September 8, 2015.

Kami Matteson - Increase in Special Education Paraprofessional assignment from 6.25 hours per day/ 4 days per week at 4 Kids/Rosa Parks to 6.25 hours per day/5 days per week at Franklin Elementary School beginning September 8, 2015.

Terry Meschke - Increase in Special Education Paraprofessional assignment from 6.25 hours per day/5 days per week at Franklin to 6.75 hours per day/5 days per week at West High School beginning September 8, 2015.

Angela Peters - Increase in Special Education Paraprofessional assignment from 6.25 hours per day/5 days per week at Garfield to 6.75 hours per day/5 days per week at Dakota Meadows Middle School beginning September 8, 2015.

Britt Peterson - Increase in Special Education Paraprofessional assignment from 21.75 hours per week to 22.75 hours per week (M 3.25 hrs, T/W/Th 6.5 hours per day) at Early Explorers 3's/Fantastic 4&5's beginning September 8, 2015.

Kristine Rude - Change in Special Education Paraprofessional assignment to Special Education LifeSkills Paraprofessional at Dakota Meadows Middle School

for 6.75 hours per day/5 days per week beginning September 8, 2015. She will be compensated at the rate of \$13.99 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Kayla Schafer - Change in Special Education Paraprofessional assignment to Special Education LifeSkills Paraprofessional at Dakota Meadows Middle School for 6.75 hours per day/5 days per week beginning September 8, 2015. She will be compensated at the rate of \$13.62 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Michelle Schull - Change in Special Education LifeSkills Paraprofessional assignment to Special Education Paraprofessional at East High School for 6.75 hours per day/5 days per week beginning September 8, 2015. She will be compensated at the rate of \$10.99 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Jean Teeslink - Increase in Special Education Paraprofessional assignment from 6.25 hours per day/5 days per week at Garfield to 6.75 hours per day/5 days per week at Dakota Meadows Middle School beginning September 8, 2015.

Cheryl Zimmerli - Decrease in NonClassroom Paraprofessional assignment from 4.5 hours per day to 2.5 hours per day/5 days per week at Dakota Meadows Middle School, effective as of September 8, 2015.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Mary Berg, Business Education Teacher at East High School has requested a leave under the provisions of the Family Medical Leave Act commencing on September 2 and ending October 2, 2015.

Dustin Buttell, English Teacher at Dakota Meadows Middle School has requested a leave under the provisions of the Family Medical Leave Act commencing on October 12 and ending November 25, 2015.

Jessica Buttell, Special Education Teacher at East Junior High School has requested a leave under the provisions of the Family Medical Leave Act commencing on September 10 and ending October 9, 2015.

Jennifer Malwitz, Special Education Teacher at Rosa Parks Elementary School has requested a leave under the provisions of the Family Medical Leave Act commencing on November 2 and continuing through January 29, 2016.

Eric Miller, Grade 5 Teacher at Washington Elementary School has requested a

leave under the provisions of the Family Medical Leave Act commencing on September 24 and ending on or about October 14, 2015.

Emily Ponwith, Grade 5 Teacher at Eagle Lake Elementary School has requested a leave under the provisions of the Family Medical Leave Act commencing on or about November 6 and ending on or about January 26, 2016.

KariTana Wolf - Rescind request for a part-time unpaid leave for the 2015-16 school year.

REQUESTS FOR LEAVE (NONINSTRUCTIONAL)

Ross Ewert, Custodian at East High School, has requested an extension of his leave until August 31, 2015.

Kenny Haack-Damon, Special Education Paraprofessional at Futures has requested an unpaid leave commencing October 1 and ending November 6, 2015.

RESIGNATIONS (INSTRUCTIONAL)

Andrea Bandholz - Media Specialist at Hoover Elementary School, effective as of August 3, 2015.

Kathy Geyer - Parent Educator with the ECFE Program, effective as of August 21, 2015.

Lorie Grunzke - ABE Teacher with the Adult Basic Education Program, effective as of August 14, 2015.

Christine Swanson - Special Education Teacher at Kennedy Elementary School, effective as of August 10, 2015.

RESIGNATIONS (NONINSTRUCTIONAL)

Laura Anderson - ACES Assistant, effective as of August 7, 2015.

Meredith Arceneaux - Verbal resignation from her position as Special Education Paraprofessional at Futures, effective as of August 5, 2015.

Macy Butson - Special Education Paraprofessional at Washington Elementary School, effective as of August 4, 2015.

Carol DeWitte, Cook Manager at West High School, has submitted her resignation for purposes of retirement effective as of August 15, 2015.

Dane Ecker - Special Education Paraprofessional at Futures, effective as of

August 7, 2015 in order to accept the position DAPE teacher.

Mark Gewerth - Special Education Paraprofessional at Bridges Community School, effective as of August 3, 2015.

Joan Hertel - General Education (Read 180) Paraprofessional at East Junior High School, effective as of July 31, 2015.

Naomi Holzer - Special Education Paraprofessional at Monroe Elementary School, effective as of July 24, 2015.

Kelli Jones - Special Education Paraprofessional at Dakota Meadows Middle School, effective as of July 17, 2015.

Jessica Kreutter - Lunchroom Supervisor at Monroe Elementary School, effective as of July 23, 2015.

Parker Linn - Special Education Paraprofessional at Dakota Meadows Middle School, effective as of August 4, 2015.

Tiffany Marten - Special Education Paraprofessional at Kennedy Elementary School, effective as of July 28, 2015.

Brooke Matuska - ACES Assistant, August 11, 2015.

John Maxfield - Laundry at West High School, effective as of July 22, 2015.

Holly Oliver - Childcare Teaching Assistant, effective as of July 31, 2015. She will continue in her ACES position.

Emily Rauchman - Special Education Paraprofessional at Kennedy Elementary School, effective as of July 23, 2015.

Renee Reed - Early Childhood Teaching Assistant, effective as of July 31, 2015.

Andrea Robbins - Special Education Paraprofessional at The Early Childhood Center, effective as of August 14, 2015.

Marie Schalau - Structured Study Center Supervisor at Rosa Parks Elementary School, effective as of July 29, 2015.

Lauryn Schindler - Special Education Paraprofessional at East Junior High School, effective as of August 7, 2015.

Peter Schuch - Special Education Paraprofessional at East Junior High School, effective as of August 10, 2015.

Rebecca Segelstrom - ACES Assistant, effective as of July 31, 2015.

Mona Smiley - Special Education Paraprofessional, effective as of July 20, 2015.

Susan Stolp, Cook's Helper at West High School has submitted her resignation for purposes of retirement, effective as of August 10, 2015.

Cathy Vetter, Structured Study Center Supervisor at Garfield Elementary School has submitted her resignation for purposes of retirement, effective as of August 6, 2015.

Mr. Rekstein made a motion, seconded by Mrs. Eberhart, to accept the following gifts:

Matthew Wolff donated \$1,000 to the Wolff Family Scholarship Fund.

Cynthia Everett donated 600 gently used books for ages preschool to adult to the Community Education and Recreation department.

Dennis Hood donated \$500 to the East High Activities department for their football camp.

The Lake Washington Improvement Association donated \$1,000 to the Vex Robotics program.

The Mankato Clinic Foundation provided a grant of \$4,000 to Monroe Elementary School to assist in funding their snack cart. They also provided a grant of \$2,000 to the Health Science department for Scrubs Camp, a three-day summer camp for high school students to learn about Health careers.

The motion carried on a 6-0 voice vote.

Ms. Hansen made a motion to approve the following resolution. The motion was seconded by Ms. Schuck and carried on a 6-0 voice vote.

RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD MEMBERS AND CALLING THE SCHOOL DISTRICT GENERAL ELECTION

BE IT RESOLVED by the School Board of Independent School District No. 77 State of Minnesota as follows:

1. It is necessary for the school district to hold its general election for the purpose of electing four school board members for terms of four (4) years each.

The clerk shall include on the ballot the names of the individuals who file affidavits of candidacy on said general election during the period for filing such affidavits, as though they had been included by name in this resolution.

The clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.

2. The general election is hereby called and directed to be held on Tuesday, the 3rd day of November, 2015, between the hours of 7 o'clock a.m. and 8 o'clock p.m.
3. Pursuant to Minnesota Statutes, Section 205A.11, the school district combined polling places and the precincts served by those polling places, as previously established and designated by school board resolution for school district elections not held on the day of a statewide election, are hereby designated for said general election.
4. The clerk is hereby authorized and directed to cause written notice of said general election to be provided to the county auditor of each county in which the school district is located, in whole or in part, at least seventy-four (74) days before the date of said election. The notice shall include the date of said general election and the office or offices to be voted on at said general election.

The clerk is hereby authorized and directed to cause notice of said general election to be posted at the administrative offices of the school district at least ten (10) days before the date of said election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said general election and to cause a sample ballot to be posted in each polling place on election day. The sample ballot shall not be printed on the same color paper as the official ballot. The sample ballot for a polling place must reflect the offices, candidates and rotation sequence on the ballots used in that polling place.

The clerk is hereby authorized and directed to cause notice of said general election to be published in the official newspaper of the district for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election.

The notice of election so posted and published shall state the offices to be filled set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The clerk is authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place on election day.

5. The clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this election, and generally to cooperate with election authorities conducting other elections on that date. The clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate election officials regarding preparation and distribution of ballots, election administration and cost sharing.

6. The clerk is further authorized and directed to cause or to cooperate with the proper election officials to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form, color and instructions as may be necessary to accommodate an optical scan voting system:

SCHOOL DISTRICT BALLOT

INDEPENDENT SCHOOL DISTRICT NO. 77
MANKATO AREA PUBLIC SCHOOLS
GENERAL ELECTION

NOVEMBER 3, 2015

INSTRUCTIONS TO VOTERS

To vote, completely fill in the oval(s) next to your choice(s), like this: 

SCHOOL BOARD MEMBER
VOTE FOR UP TO FOUR

☐	CANDIDATE U
☐	CANDIDATE V
☐	CANDIDATE W
☐	CANDIDATE X
☐	_____ write-in, if any
☐	_____ write-in, if any
☐	_____ write-in, if any
☐	_____ write-in, if any

Optical scan ballots must be printed in black ink on white material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

7. The name of each candidate for office at this election shall be rotated with the names of the other candidates for the same office in the manner specified in Minnesota law.
8. If the school district will be contracting to print the ballots for this election, the clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer shall furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit, or certified check acceptable to the clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.
9. The clerk is hereby authorized and directed to provide for testing of the optical scan voting system within fourteen (14) days prior to the election date. The clerk shall cause notice of the time and place of the test to be given at least two (2) days in advance of publication once in the official

newspaper, by posting a notice, and by notifying the county or legislative district chair of each major political party.

10. The clerk is hereby authorized and directed to cause notice of the location of the counting center or the places where the ballots will be counted to be published in the official newspaper at least once during the week preceding the week of the election and in the newspaper of widest circulation once on the day preceding the election, or once the week preceding the election if the newspaper is a weekly.
11. As required by Minnesota Statutes, Section 203B.121, the Board hereby establishes a ballot board to process, accept and reject absentee ballots at school district elections not held in conjunction with the state primary or state general election or that are conducted by a municipality on behalf of the school district and generally to carry out the duties of a ballot board as provided by Section 203B.127 and other applicable laws. The ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots. The ballot board may include deputy county auditors and deputy city clerks who have received training in the processing and counting of absentee ballots. The clerk or the clerk's designee is hereby authorized and directed to appoint the members of the ballot board. The clerk or the clerk's designee shall establish, maintain and update a roster of members appointed to and currently serving on the ballot board and shall report to the Board from time to time as to its status. Each member of the ballot board shall be paid reasonable compensation for services rendered during an election at the same rate as other election judges; provided, however, if a staff member is already being compensated for regular duties, additional compensation shall not be paid for ballot board duties performed during that staff member's duty day.
12. The clerk is hereby authorized and directed to begin assembling names of trained election judges to serve at the combined polling places during the special election. The election judges shall act as clerks of election, count the ballots cast and submit the results to the school board for canvass in the manner provided for other school district elections. The election must be canvassed between the third and the tenth day following the election.

Dated: _____

BY ORDER OF THE SCHOOL BOARD

_____/s/
Judi Brandon, Clerk

According to the Omnibus Tax Bill (Minnesota Laws 2009, Chapter 88, Article 3) districts are no longer required to hold a separate Truth in Taxation hearing. Instead districts are required to discuss the levy and budget at a regularly scheduled board meeting and allow the public to speak. The meeting to discuss the levy and budget can take place at any point after November 24th but before the final levy is adopted. The meeting must take place at 6:00 p.m. or later. The district can adopt the final levy at the same meeting they allow the public to speak. The date of the regularly scheduled board meeting at which the levy and budget will be discussed must be announced at the board meeting when the proposed property tax levy is certified and also included in the summary of these proceedings published in the official newspaper of the district. The date of the board meeting where the levy and budget will be discussed must also be provided to the district's home county auditor for inclusion on the Truth in Taxation notices to be sent to property owners. A motion was made by Mr. Rekstein and seconded by Ms. Sapp to establish the hearing dates as follows:

	<u>DATE</u>	<u>DAY</u>	<u>TIME</u>
Hearing Date	12/08/15	Tuesday	6:00 p.m.
Subsequent Hearing Date (Levy Action)	12/21/15	Monday	5:30 p.m.

The motion carried on a 6-0 voice vote.

Mrs. Eberhart made a motion to approve the contract for 2015-16 with Addiction Recovery Technologies, Inc. to provide At Risk Chemical Health Education and Resiliency (Archer) services to secondary students in District 77 (see pages ____). The main component of these services is to provide an on-site chemical dependency counselor at each of our secondary schools for one day each week. The funding (\$42,500) for these services is included in the 2015-16 budget under the Safe Schools Levy Program. The motion was seconded by Ms. Schuck and carried on a 6-0 roll call vote.

Details on the ten-year long-term facilities maintenance plan were presented by Jerry Kolander during the informational portion of tonight's meeting. Ms. Sapp made a motion to approve the plan as presented, seconded by Mr. Rekstein, and carried on a 6-0 voice vote. The Statement of Assurances is found on page ____.

There being no further business to consider, Ms. Sapp moved and Ms. Schuck seconded, that the meeting be adjourned. The meeting was declared adjourned at 6:04 p.m., on a 6-0 voice vote.

Clerk _____

Attest:

Chairperson _____

Purchase of Service Contract

ARCHER Services

ADDICTION RECOVERY TECHNOLOGIES INC. shall perform the following services for **District 77 Mankato Public Schools** (hereinafter referred to as PURCHASER)

Addiction Recovery Technologies, Inc. also named Addiction Recovery Technologies of Mankato, shall provide ARCHER Services for all individuals referred for such services by PURCHASER on an “as requested” and staff available basis.

ARCHER Services shall include:

1. Providing PURCHASER electing to utilize the service, a menu of services to select from (see addendum A)
2. Providing PURCHASER Schools the ability to select the number of hours per school site per week;
3. Providing a Chemical Dependency Counselor on-site for the period of time requested by each of the participating schools;
4. Staff education and training;
5. Chemical Use assessments;
6. Technical assistance with prevention and resiliency curriculums;
7. Technical assistance to student assistance teams;
8. Remedial consultation with Addiction Recovery Technologies of Mankato Outpatient staff; and
9. Submitting an itemized bill of hours and services provided by ARCHER staff on a monthly basis.

PURCHASER shall:

1. Make available space and equipment necessary to perform the service (see Addendum B).
2. Assure that each school requesting service submits a completed request form to Addiction Recovery Technologies Inc., as well as to the PURCHASER.
3. Provide access to administrative and counseling personnel.

Fee for Services Rendered:

Addiction Recovery Technologies, Inc. shall submit to the District 77 Superintendent’s office an itemized accounting of ARCHER activities for the previous month by the 10th of each month. Addiction Recovery Technologies, Inc. shall be reimbursed in monthly payments of **\$4,722.22** to be dispersed by the 15th of each month. In addition, Addiction Recovery Technologies, Inc. shall be reimbursed mileage at the current IRS rate. The total accumulation of billing shall not exceed **\$ 42,500** without the expressed written consent of PURCHASER. If the PURCHASER desires additional service either; a) this contract will be modified within this section; or b) an Addendum to this contract stipulating the amount of service in terms of hours and dollars will be authorized by the parties.

Addiction Recovery Technologies, Inc. agrees not to charge individual students referred by PURCHASER for ARCHER Services any fees for said services but to consider payment from PURCHASER as payment in full for the ARCHER Service. This does include remedial consultation with Addiction Recovery Technologies of Mankato Outpatient staff but does not include services provided by Addiction Recovery Technologies, Inc. that are beyond those cited within this contract.

This agreement shall begin on **September 8, 2015** and shall conclude **June 3, 2016** unless earlier terminated upon 5 days' notice by either party, or amended upon 5 days' notice of intent for amendment by either party. If agreement to amend occurs, the amended contract shall proceed with the aforementioned restrictions intact.

THIS IS AN AGREEMENT FOR INDEPENDENT CONTRACTING SERVICES. THE PURCHASER PROVIDES NO BENEFITS SUCH AS UNEMPLOYMENT INSURANCE, HEALTH INSURANCE OR WORKER'S COMPENSATION INSURANCE TO ADDICTION RECOVERY TECHNOLOGIES INC.

THE PURCHASER IS ONLY INTERESTED IN THE RESULTS OBTAINED BY THE ADDICTION RECOVERY TECHNOLOGIES INC. ADDICTION RECOVERY TECHNOLOGIES INC. IS RESPONSIBLE FOR PAYMENT OF ALL FEDERAL, STATE, AND LOCAL INCOME TAXES ASSOCIATED WITH PERFORMING THIS CONTRACT AND REIMBURSEMENT FOR SERVICES RENDERED.

MUTUAL INDEMNIFICATION. Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees, against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the party, its agents, servants or employees in the execution, performance or failure to adequately perform its obligations pursuant to this Contract.

PURCHASER AUTHORIZED REPRESENTATIVE

DATE

ADDICTION RECOVERY TECHNOLOGIES INC. AUTHORIZED REPRESENTATIVE

DATE

Addendum A ARCHER Services Contract:

Space and Equipment

East Senior High, East Junior High, West Senior High, Dakota Meadows, and Mankato Central High School Schools shall make available:

1. office space to conduct ARCHER services during the hours the ARCHER staff member is on site;
2. a desk and chair;
3. a lockable filing cabinet exclusively for ARCHER records;
4. appropriate lighting;
5. paper supplies from which copies of originals necessary to conduct ARCHER services can be obtained.

ART/ARCHER Staff shall:

1. have originals of any forms, curriculum, and formats necessary to accomplish the ARCHER service;
2. have reference materials, current research information, and professional resource from which updates, revisions, and modifications to ARCHER programs can be effected;
3. assure that the numbers of copies (#5 above) generated will be directly proportionate to the amount of service requested by an individual school; and
4. bring writing materials such as pens and legal notepads.

GENERAL INFORMATION: Minnesota school districts, intermediate school districts and cooperative applying for long-term facilities maintenance revenue under Minnesota Statutes, section 123B.595 must annually complete the Application for Long-term Facilities Maintenance Revenue – Statement of Assurances (ED-02477-01). The application must be submitted to the Minnesota Department of Education, (MDE) Attn: Dale Sundstrom by **August 14, 2015**.

IDENTIFICATION INFORMATION

Name of District or Cooperative: Mankato Area Public Schools ISD 77	District Number and Type: 0077 - 01	Date Submitted: 08/6/2015
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STATEMENT OF ASSURANCES

1. All estimated expenditures included in the attached Ten Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE health and safety system are for allowed health and safety uses under Minnesota Statutes section 123B.595, subdivision 10, paragraph (a), clause (3), Minnesota Statutes, section 123B.57, subdivision 6, and the Minnesota Department of Education (MDE) *Long-Term Facilities Maintenance Revenue Guide for Allowable Expenditures*, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety (July 1, 2015). None of the estimated expenditures included in the attached Ten Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE health and safety system are for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
2. All estimated expenditures included in the attached Ten Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for allowed uses under Minnesota Statutes, section 123B.595, subdivision 10, paragraph (a), clauses (1) and (2), and the MDE *Long-Term Facilities Maintenance Revenue Guide for Allowable Expenditures*, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria (July 1, 2015). None of the estimated expenditures included in the attached Ten Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
3. All actual expenditures to be reported in UFARS for FY 2017 under Finance codes 347, 349, 352, 358, 363, and 366 will be for allowed health and safety uses under Minnesota Statutes section 123B.595, subdivision 10, paragraph (a), clause (3), Minnesota Statutes, section 123B.57, subdivision 6, and the Minnesota Department of Education (MDE) *Long-Term Facilities Maintenance Revenue Guide for Allowable Expenditures*, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety (July 1, 2015). None of the actual expenditures reported in these Finance codes will be for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
4. All actual expenditures to be reported in UFARS for FY 2017 under the new Finance codes to be used for accessibility and deferred maintenance (under development) will be for allowed uses under Minnesota Statutes, section 123B.595, subdivision 10, paragraph (a), clauses (1) and (2), and the MDE *Long-Term Facilities Maintenance Revenue Guide for Allowable Expenditures*, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the actual expenditures reported in these Finance codes will be for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
5. The district will maintain a description of each project funded with long-term facilities maintenance revenue that will provide enough detail for an auditor to determine the cost of the project and if the work qualifies for revenue.
6. The district's plan includes provisions for implementing a health and safety program that complies with health, safety and environmental regulations and best practice, including indoor air quality management.

CERTIFICATION OF STATEMENT OF ASSURANCES

A Statement of Assurances submitted by a single district must be signed by the District Superintendent. A Statement of Assurances submitted by an intermediate school district or cooperative must be signed by the intermediate district superintendent or cooperative director

Signature – Superintendent or Cooperative Director: 	Name - Superintendent or Cooperative Director (Please print) Sheri Allen	Date: 8/6/2015
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SCHOOL BOARD PROCEEDINGS
INDEPENDENT SCHOOL DISTRICT NO. 77
Mankato, Minnesota

August 10, 2015

The School Board of Independent School District No. 77 met in regular session on Monday, August 10, in the Mankato Room at the Intergovernmental Center. Chair Hendricks called the meeting to order at 5:00 p.m. Members present at roll call: Kinney Eberhart, Sara Hansen, Ann Hendricks, Tom Rekstein, Jodi Sapp and Kristi Schuck. Absent: Judi Brandon.

1. Schuck/Hansen approval of agenda with personnel addendum. 6-0
2. Open Forum - none.
3. Information: Summer Academics Report, Food Service Program Report, Board Member reports, Long Term Facilities Maintenance Plan.
4. Hansen/Eberhart approval of Consent Agenda Items: Approval of Minutes of the July 13, 2015, regular meeting; Approval of August Bills; Personnel. 6-0
5. Rekstein/Eberhart acceptance of gifts and grants. 6-0
6. Hansen/Schuck approval of resolution calling election. 6-0
7. Eberhart/Schuck approval of contract with Addiction Recovery Technologies for 2015-16. 6-0
8. Sapp/Rekstein approval of ten-year long-term facilities maintenance plan. 6-0
9. Sapp/Schuck adjournment at 6:04 p.m. 6-0

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.