



AGENDA

Independent School District No. 77
Mankato, MN 56001

Monday, August 10, 2015 - 5:00 p.m.
Intergovernmental Center - Mankato Room

Greeters: Supt. Sheri Allen and Board Member Jodi Sapp

1. CALL TO ORDER AND ROLL CALL (5:00 P.M.)
2. APPROVAL OF AGENDA (5:00 P.M.)
3. OPEN FORUM (5:05 P.M.)
4. INFORMATION (5:15 P.M.)
 - A. Summer Academics Report
 - B. Food Service Program Report
 - C. Board Member Workshop/Committee Reports
 - D. Long Term Facilities Maintenance Plan
5. CONSENT AGENDA (5:50 P.M.)
 - A. Approval of Minutes of July 13, 2015, Regular Meeting
 - B. Approval of August Bills
 - C. Personnel - Consent Items

6. BUSINESS (5:55 P.M.)

A. Acceptance of Gifts and Grants

B. Approval of Resolution Calling Election

C. Payable 2016 Tax Levy Hearing Date

D. Act on Addiction Recovery Technologies, Inc. Contract for 2015-16

E. Approval of Ten-Year Long-Term Facilities Maintenance Plan

7. ADJOURNMENT (6:20 P.M.)



School Board Members for 2015

Ann Hendricks
133 Ichabod Lane
Mankato, MN 56001
Phone: 351-7503
E-Mail: ahendr1@isd77.k12.mn.us
Term Ends December 31, 2015

Jodi Sapp
20588 State Highway 66
Mankato, MN 56001
Phone: 351-6597
E-Mail: jsapp1@isd77.k12.mn.us
Term Ends December 31, 2017

Judi Brandon
10 Crown Hill Lane
Mankato, MN 56001
Phone: 387-4945
E-Mail: jbrand1@isd77.k12.mn.us
Term Ends December 31, 2015

Sara Hansen
2034 Sundance Lane
North Mankato, MN 56003
Phone: 344-1566
E-Mail: shanse1@isd77.k12.mn.us
Term Ends December 31, 2015

Tom Rekstein
208 Crestwood Drive
North Mankato, MN 56003
Phone: 327-8755
E-Mail: trekst1@isd77.k12.mn.us
Term Ends December 31, 2015

Kinney Eberhart
2003 Roe Crest Drive
North Mankato, MN 56003
Phone: 469-4623
E-Mail: ceberh1@isd77.k12.mn.us
Term Ends December 31, 2017

Kristi Schuck
730 S. Broad Street
Mankato, MN 56001
Phone: 382-4951
E-Mail: kschuc1@isd77.k12.mn.us
Term Ends December 31, 2017

Sheri L. Allen, Superintendent
10 Civic Center Plaza, Suite 2
Mankato, MN 56001
Phone: 387-1868
E-Mail: sallen1@isd77.k12.mn.us



OPEN FORUM GUIDELINES

The School Board allows public participation at its meeting, but at the same time has the responsibility for conducting its business in an orderly fashion. The Chairperson will provide the audience with an opportunity to speak during the Open Forum portion of the meeting. Citizens wishing to speak are asked to complete a Visitor Registration Card (located at the door of the meeting room) and hand it to the Board Chair or Deputy Clerk prior to the start of the meeting.

The major purpose of the citizens' participation is for the School Board to hear citizen's views on ways to improve the educational program and ways to improve the processes, including communications, for bringing about such improvements.

Each speaker will be asked to state his/her name and address for the record, and will be allowed five minutes for his/her presentation unless the time limit is waived by a majority of the Board members present. When there are a large number of speakers to be heard, the School Board may shorten this time or limit the number of speakers.

During an open meeting, the School Board is prohibited by law from considering allegations or charges against an employee. The presiding officer may terminate the speaker's privilege of address if, after being called to order, he/she persists in improper conduct or remarks.

Members of the School Board and the Superintendent may question a speaker or make comments in response to the speaker's remarks.

Visit our Web Site at www.isd77.org



Mankato Area Public Schools

District Strategic Roadmap

MISSION STATEMENT - *Our core purpose*

Assuring learning excellence and readiness
for a changing world

CORE VALUES - *What drives our actions and words*

Integrity - *Doing the “right thing” at all times with honesty and authenticity*

Respect - *Embracing of our differences, treating others as we wish to be treated*

Excellence - *High expectations for all and in all we do and the courage to challenge for it*

Adaptability - *Engaging in flexible, continuous and purposeful change grounded in data*

Responsibility - *Shared stewardship of and accountability for our words, acts, choices and results*

Engagement - *Actively participating with a mission-focus and values-driven attitude*

Collaboration - *Operating with a preference and capacity for partnership across our community*

VISION - *What we commit to create*

Learner Success through

- Aligned and relevant curriculum meeting individual needs
- Learner excellence and readiness

Sustainable Systems & Structures through

- Sustainable resources for continued growth; freedom from scarcity
- Quality, professional and respected staff
- Sustainable leadership philosophy, practice, and culture

Community Culture of Excellence through

- Recognizing who we are and embracing who we may become
- Collaboration and communication as core competencies

STRATEGIC DIRECTIONS- *Our focus for continuous improvement*

- A. Student learning and engagement
- B. Developing district culture and practices of partnership and connectedness between staff, students, families and community for student learning
- C. Increase readiness for all students to ensure options for life
- D. Needs-based resource allocation
- E. Developing staff capacity, accountability and skills to implement our Strategic Directions

School Board Regular Meeting

ITEM NUMBER: 4. A.

Meeting Date: 08/10/2015

Prepared By: Heather Mueller, Director of Teaching and Learning

Item Type: Information

Subject:

Summer Academics Report

Background:

Scot Johnson, Betty Alders, Ruth Rosenwinkel and Kathy Johnson will present a report on the 2015 Summer Academics Program and will be available to answer any questions the Board may have.

Recommended Action:

None

School Board Regular Meeting

ITEM NUMBER: 4. B.

Meeting Date: 08/10/2015

Prepared By: Jerry Kolander, Director of Business Affairs

Item Type: Information

Subject:

Food Service Program Report

Background:

Ron Schirmers, Director of Food Service, will give an update report on the Mankato Area Public Schools Food Service Program.

Recommended Action:

None

School Board Regular Meeting

ITEM NUMBER: 4. C.

Meeting Date: 08/10/2015

Prepared By: Sheri L. Allen, Superintendent

Item Type: Information

Subject:

Board Member Workshop/Committee Reports

Background:

Board members will have an opportunity to provide brief reports on recent workshops they have attended or on committees they are serving on.

Recommended Action:

None

School Board Regular Meeting**ITEM NUMBER: 4. D.****Meeting Date:** 08/10/2015**Prepared By:** Jerry Kolander, Director of Business Affairs**Item Type:** Information

Subject:

Long Term Facilities Maintenance Plan

Background:

At the May 4, 2015, School Board meeting, action was taken to approve a ten-year Alternative Facilities Bonding and Levy plan. The 2015 Minnesota State Legislature eliminated the Alternative Facilities Bonding and Levy, Health and Safety Levy and the Deferred Maintenance Levy and replaced the levies with Long Term Facilities Maintenance revenue. We updated the plan to reflect those legislative changes. The program requires a ten-year approved plan to be submitted to the Minnesota Department of Education.

Recommended Action:None

AttachmentsPresentationRevenue SpreadsheetExpenditure Spreadsheet



Long Term Facilities Maintenance Program

MN State Statute 123B.595

For fiscal year 2017, long-term facilities maintenance revenue equals the greater of (1) \$193 times the district's adjusted pupil units times the lesser of one or the ratio of the district's average building age to 35 years, plus the cost approved by the commissioner for indoor air quality, fire alarm and suppression, and asbestos abatement projects with an estimated cost of \$100,000 or more per site or (2) the sum of the amount the district would have qualified for under previous law.

For fiscal year 2018, long-term facilities maintenance revenue equals the greater of (1) \$292 times the district's adjusted pupil units times the lesser of one or the ratio of the district's average building age to 35 years, plus the cost approved by the commissioner for indoor air quality, fire alarm and suppression, and asbestos abatement projects with an estimated cost of \$100,000 or more per site or (2) the sum of the amount the district would have qualified for under previous law.

For fiscal year 2019 and later, long-term facilities maintenance revenue equals the greater of (1) \$380 times the district's adjusted pupil units times the lesser of one or the ratio of the district's average building age to 35 years, plus the cost approved by the commissioner for indoor air quality, fire alarm and suppression, and asbestos abatement projects with an estimated cost of \$100,000 or more per site or (2) the sum of the amount the district would have qualified for under previous law.



Long Term Facilities Maintenance Program

ALLOWED USES OF REVENUE

Long-term facilities maintenance revenue may be used for the following purposes:

- 1) deferred capital expenditures and maintenance projects necessary to prevent further erosion of facilities
- 2) increasing accessibility of school facilities, and
- 3) health and safety projects under Minnesota Statutes, section 123B.57, including health, safety and environmental management costs associated with implementing the district's health and safety program.



Long Term Facilities Maintenance Program

Long-term facility maintenance revenue may NOT be used:

- 1) for construction of new facilities, remodeling of existing facilities or the purchase of portable classrooms
- 2) to finance a lease purchase agreement, installment purchase agreement or other deferred payments agreement
- 3) for energy-efficiency projects under Minnesota Statutes, section 123B.65, for a building or property or part of a building or property used for postsecondary instruction or administration or for a purpose unrelated to elementary and secondary education
- 4) for violence prevention and facility security, ergonomics, or emergency communication devices.

[illegible]

Long-Term Facilities Maintenance (LTFM) Revenue Projection		Revised 7/23/2015									
77	<= Type in School District Number										
	MANKATO PUBLIC SCHOOL DISTRICT										
Calculations for Ten Year Projection											
		FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
20	Old Formula revenue										
21	Old formula H&S revenue (estimated annual costs for all eligible projects < \$500,000)	500,000.00	-	-	-	-	-	-	-	-	-
22	Old formula alt facilities debt revenue (1A) - gross before debt excess	-	-	-	-	-	-	-	-	-	-
23	Debt Excess allocated to line 22	-	-	-	-	-	-	-	-	-	-
24	Old formula alt facilities debt revenue (1A) - debt excess	-	-	-	-	-	-	-	-	-	-
25	Old formula alt facilities debt revenue (1B) = (12) - (13)	-	-	-	-	-	-	-	-	-	-
26	Old formula alt facilities pay as you go revenue (1A)	-	-	-	-	-	-	-	-	-	-
27	Old formula alt facilities pay as you go revenue (1B) > \$500,000	-	-	-	-	-	-	-	-	-	-
28	Old formula deferred maintenance revenue = (if (22) + (26) = 0, (10) * (\$64 / \$193))	603,148.80	589,376.00	589,376.00	589,376.00	589,376.00	589,376.00	589,376.00	589,376.00	589,376.00	589,376.00
29	Total old formula revenue = (21)+(24)+(25)+(26)+(27)+(28)	1,103,148.80	589,376.00	589,376.00	589,376.00	589,376.00	589,376.00	589,376.00	589,376.00	589,376.00	589,376.00
30	Total LTFM Revenue for Individual District Projects = (Greater of [(10) + (19)] or (29))	1,818,870.60	2,689,028.00	3,499,420.00	3,499,420.00	3,499,420.00	3,499,420.00	3,499,420.00	3,499,420.00	3,499,420.00	3,499,420.00
31	LTFM Revenue for District Share of Eligible Cooperative / Intermediate Projects (Unequalized)	-	-	-	-	-	-	-	-	-	-
32	Maximum LTFM Revenue (30) + (31)	1,818,870.60	2,689,028.00	3,499,420.00	3,499,420.00	3,499,420.00	3,499,420.00	3,499,420.00	3,499,420.00	3,499,420.00	3,499,420.00
33	District Requested Reduction from Maximum LTFM Revenue (to levy less than the maximum). Also enter this amount in the Levy Information System	-	-	-	-	-	-	-	-	-	-
34	Grand Total LTFM Revenue (32) - (33)	1,818,870.60	2,689,028.00	3,499,420.00	3,499,420.00	3,499,420.00	3,499,420.00	3,499,420.00	3,499,420.00	3,499,420.00	3,499,420.00
	Aid and Levy Shares of Total Revenue										
35	For ANTC & APU, three year prior date	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
36	Three year prior Ag Modified ANTC	59,430,200	61,807,408	64,279,704	66,850,892	69,524,928	72,305,925	75,198,162	78,206,089	81,334,332	84,587,706
37	Three year prior Adjusted PU (New Weights)	8,295.16	8,982.80	9,143.60	9,424.20	9,209.00	9,209.00	9,209.00	9,209.00	9,209.00	9,209.00
38	ANTC / APU = (36) / (37)	7,164.44	6,880.64	7,030.02	7,093.53	7,549.67	7,851.66	8,165.73	8,492.35	8,832.05	9,185.33
39	State average ANTC / APU with ag value adjustment	7,227.83	7,413.65	7,694.30	8,023.59	8,365.36	8,700.00	9,048.00	9,410.00	9,786.00	10,177.00
40	Equalizing Factor = 123% of (39)	8,890.23	9,118.79	9,463.99	9,869.02	10,289.39	10,701.00	11,129.04	11,574.30	12,036.78	12,517.71
41	Local share of Equalized Revenue (lesser of 1 or (38) / (40))	80.59%	75.46%	74.28%	71.88%	73.37%	73.37%	73.37%	73.37%	73.38%	73.38%

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[illegible]

School Board Regular Meeting

ITEM NUMBER: 5. A.

Meeting Date: 08/10/2015

Prepared By: Sheri L. Allen, Superintendent

Item Type: Action

Subject:

Approval of Minutes of July 13, 2015, Regular Meeting

Background:

See attachment.

Recommended Action:

Recommend approval of the minutes as presented.

Attachments

Minutes - July 13, 2015, Regular Meeting

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

July 13, 2015

The School Board of Independent School District No. 77 met in regular session on Monday, July 13, 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: Judi Brandon, Kinney Eberhart, Sara Hansen, Ann Hendricks, Tom Rekstein, Jodi Sapp and Kristi Schuck. Absent: none.

Mrs. Brandon moved, and Ms. Schuck seconded, approval of the agenda together with a Personnel Addendum. The motion carried on a 7-0 voice vote.

Open Forum: No one wished to speak.

Information Reports: Review of School Board Evaluation, 2014-15 Superintendent Evaluation, 2015-16 Health and Safety Plan, Board member workshop/committee reports.

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

Approval of Minutes of the June 15, 2015, regular Board meeting.

Final Approval of June bills totaling \$5,718,755.47.

Approval of July bills totaling \$1,498,640.22.

Personnel:

APPOINTMENTS (NON-AFFILIATED)

Tracy Corcoran - Transfer to the position of Full-time Instructional Curriculum Coordinator beginning July 20, 2015. This is a non-affiliated position with an annual salary of \$74,000 (prorated to \$70,327.56) and she will be eligible for Category III benefits.

Margot Hansen - Rescind appointment to the position of Instructional Curriculum Coordinator, effective July 1, 2015.

APPOINTMENTS (INSTRUCTIONAL)

Nicole Annen - Full-time (1.000 FTEs) Family and Consumer Science Teacher at East High School beginning August 31, 2015 for the 2015-16 school year. She will be placed at step 2 of the B lane on the Teachers Association salary

schedule.

Jose Barrivaldi - Full-time (1.000 FTEs) Spanish & German Teacher at East High School beginning August 31, 2015 for the 2015-16 school year. He will be placed at step 1 of the B lane on the Teachers Association salary schedule, pending licensure.

Heather Brandt - Long Term Substitute Teacher for Megan Rieken at Hoover Elementary School beginning on or about September 25 and ending December 14, 2015. She will be placed on step 6 of the M lane of the Teachers Association salary schedule.

Sheila Broughten Gehring - Long Term Substitute Speech Language Pathologist for Bridget Wurtzberger beginning August 31 and ending October 9, 2015. She will be placed on step 10 of the B+30 lane on the Teachers Association salary schedule.

Tricia Conetta - 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.

Cortnee DePoppe - Full-time (1.000 FTEs) Grade 1 Teacher at Rosa Parks Elementary School beginning August 31, 2015 for the 2015-16 school year. She will be placed on step 4 of the M lane of the Teachers Association salary schedule pending licensure.

Tessa Downs - Full-time (1.000 FTEs) Art Teacher at West High School beginning August 31, 2015 for the 2015-16 school year. She will be placed at step 3 of the B lane on the Teachers Association salary schedule.

Jordan Elias - Full-time (1.000 FTEs) Grade 3 Teacher at Rosa Parks Elementary School beginning August 31, 2015 for the 2015-16 school year. She will be placed on step 2 of the B lane of the Teachers Association salary schedule pending licensure.

Janna Fredrickson - Long Term Substitute Grade 1 Teacher for Makenzie Evans at Monroe Elementary School beginning September 10 and ending October 23, 2015. She will be placed on step 1 of the B lane of the Teachers Association salary schedule.

Ashley Fries - Full-time (1.000 FTEs) Kindergarten Teacher at Franklin Elementary School beginning August 31, 2015 for the 2015-16 school year. She will be placed at step 6 of the B+30 lane on the Teachers Association salary schedule.

Karla Giesen - 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 at step 10 of the M+45 lane of the Teachers Association salary schedule.

Jenny Goff - Full-time (1.000 FTEs) School Social Worker at East Junior High School beginning August 31, 2015 for the 2015-16 school year. She will be placed on step 5 of the M lane of the Teachers Association salary schedule.

Leland Gonzales - Full-time (1.000 FTEs) Grade 8 Mathematics Teacher at Dakota Meadows Middle School 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.

Rebecca Haley - Long Term Substitute Kindergarten Teacher for Stephanie Berkner at Kennedy Elementary school beginning September 10 and continuing through November 27, 2015. She will be placed on step 2 of the B lane of the Teachers Association salary schedule.

Bretta Hansen - Full-time (1.000 FTEs) Kindergarten Teacher at Hoover Elementary School beginning August 31, 2015 for the 2015-16 school year. She will be placed on step 4 of the M lane of the Teachers Association salary schedule.

Megan Hoekstra - Full-time (1.000 FTEs) Grade 2 Teacher at Monroe Elementary School beginning August 31, 2015 for the 2015-16 school year. She will be placed on step 2 of the M lane of the Teachers Association salary schedule.

Brian Johnson - Rescind appointment to the position of full-time Social Studies Teacher at East High School.

Stacy Klinkner - Early Childhood Teacher for 1310 annual hours (0.91 FTEs) beginning July 1, 2015. She will be compensated at the rate of \$22.03 per hour.

Sarah Lieske - Full-time (1.000 FTEs) 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 of the Teachers Association salary schedule.

Michelle Modrow - Transfer to the position of Elementary Continuous Improvement Coach (TOSA) at Rosa Parks/Bridges Community Schools beginning August 31, 2015 and continuing through May 31, 2018.

Ann Obernolte - Long Term Substitute Kindergarten Teacher for Sherry Davies at Kennedy Elementary School beginning August 31 and ending November 1, 2015. She will be placed on step 10 of the M+45 lane of the Teachers

Association salary schedule.

Taylor Wasvick - Full-time (1.000 FTEs) Social Studies Teacher at West High School 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.

APPOINTMENTS (NONINSTRUCTIONAL)

Emma Abrahamson - LPN/Paraprofessional in the Reading/Math/EL/Learning In Deed Summer School Programs on the following dates: July 6-9, July 13-16, July 20-23, and July 27-30, 2015 for 3.5 hours per day. She will be compensated according to her placement on the Minnesota School Employees Association.

Paula Billings - Paraprofessional in the Learning In Deed Summer School Program on the following dates: July 6-9, July 13-16, July 20-23, and July 27-30, 2015 for 3.5 hours per day. She will be compensated according to her placement on the Minnesota School Employees Association.

Pauline Feist - Special Education Paraprofessional for 6.75 hours per day/5 days per week at Dakota Meadows Middle School beginning September 9, 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.

Linda Gravley - Transfer to the position of Secretary to the Principal at Franklin Elementary School beginning August 1, 2015. This is a full-time, 10-month position with a work year of 204 days plus 9 paid holidays. She will be placed at her current step, classification B22 on the Educational Secretaries Association salary schedule.

Connie Hulscher - Full-time, 12-month Bookkeeper in the district's Business Office beginning July 1, 2015. She will be placed on step 2 of the B22 classification on the Educational Secretaries Association salary schedule.

Debra Rose - Cook's Helper at Dakota Meadows Middle School for 6 hours per day/5 days per week beginning August 16, 2015. She will be placed on step 2 of the Cook's Helper classification of the School Food Service Workers Association salary schedule.

Lawtous Yang - ACES Assistant at Eagle Lake Elementary School for 5-8 hours per day/5 days per week beginning June 8, 2015. She will be compensated at the rate of \$9.75 per hour.

The following will be ACES Assistants for 5-8 hours per day/5 days per week beginning June 8, 2015. They will be compensated at the rate of \$9.00 per

hour.

Laura Anderson (Monroe), Annah Busch (Eagle Lake), Hunter Buscherfeld (Franklin), Maggie Chouanard (Lincoln), Brianna Clubb (Hoover), Tucker Coil (Encore), Cori Fairbanks (Roosevelt), Alexandra Fenner (Rosa Parks), Jordan Hassemer (Rosa Parks), Jonathan Heiderscheit (Eagle Lake), Courtney Hinz (Hoover), Luke Holt (Kennedy), Jessica Kadrie (Kennedy), Melia Kennelly (Monroe), Jerry LaCorte (Hoover), Teela Lener-Shaw (Encore), Matthew Malaske (Franklin), Tyler Maxa (Monroe), Eric Ouren (Monroe), Britta Petersen (Lincoln), Sarah Plakke (Encore), Cortney Riege (Rosa Parks), Courtney Simonette (Eagle Lake), Isaac Wadd (Eagle Lake), Kristin Weber (Lincoln)

The following will be ACES Assistants for 5-8 hours per day/5 days per week beginning June 8, 2015. They will be compensated at the rate of \$9.50 per hour.

Michael Covington (Hoover), Elta Sparks-Covington (Franklin)

CONTRACT ADJUSTMENTS (NON-AFFILIATED)

Janelle Bardon - One-time adjustment of \$3,037.63 for additional service to process payroll due to calendar and pay day occurrences.

CONTRACT ADJUSTMENTS (INSTRUCTIONAL)

Nicholas Yenser - Change placement on the Teachers' Association salary schedule from step 3 of the B+30 lane to step 3 of the M lane beginning with the 2015-16 school year.

CONTRACT ADJUSTMENTS (NONINSTRUCTIONAL)

Ann McCall - Decrease in Structured Study Center Supervisor assignment from 6.5 hours per day to 5.5 hours per day/5 days per week beginning with the 2015-16 school year.

REQUESTS FOR LEAVE (NON-AFFILIATED)

Marilyn Kraft, Administrative Assistant to the Director of Business Affairs has requested a leave under the provisions of the Family Medical Leave Act commencing on July 6 and continuing for a period of up to 12 weeks.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Stephanie Berkner, Kindergarten Teacher at Kennedy Elementary School has requested a leave under the provisions of the Family Medical Leave Act commencing on September 10 and continuing through November 27, 2015.

Shanna Hood, School Counselor at Washing/Eagle Lake Elementary Schools has requested a leave under the provisions of the Family Medical Leave Act commencing on or about September 24 and ending on or about December 16, 2015.

KariTana Wolf, teacher at Hoover Elementary School, has requested a part-time leave of .45 FTEs for the 2015-16 school year. She will teach intervention for .55 FTEs during the 2015-16 school year.

REQUEST FOR LEAVE (NONINSTRUCTIONAL)

Ross Ewert, Evening Custodian at East High School has requested a leave under the provisions of the Family Medical Leave Act commencing on July 10 and ending July 24, 2015.

Andria Voltin, Special Education Paraprofessional, has requested a leave under the provisions of the Family Medical Leave Act commencing on August 31 and continuing through January 1, 2016.

ADVANCEMENT OF PROBATIONARY TEACHERS TO TENURE STATUS

The administration recommends that the School Board take formal action to advance the following probationary teachers to tenure status beginning with the 2015-16 school year:

Emily Ball, Ariana Bealey, Allison Beck, Jennifer Blaschko, Angela Braunwarth-Hartwell, Katie Breitbarth, Jenna Carlson, Sherry Davies, Micah Degner, Kayla Dickinson, Michelle Ekstrom, Holly Evans, Makenzie Evans, Heather Fitzsimmons, Brianne Frawley, Abby Grajewski, Haley Hamilton, Laura Heinze, Sarah Hendley, Shanna Hood, Amelia Jirak, Michael Johnson, Crystal Kay, Les Koppendrayer, Dwight Lahti, Amber Leonhardi, Mary Michels, Laura Mitchell, Michael Nagel, Diane Peters, Angela Peterson, Joyce Peterson, Sarah Peterson, Kirsten Prunty, Katie Ryan, Meghan Sandhurst, Rebecca Schramm, Jonathan Shevy, Michael Shores, Candace Sjogren, Sarah Summers, Christine Swanson, Mark Ulman, Mary Jo Willette, Andrea Williams, Katie Woitas

RESIGNATIONS (INSTRUCTIONAL)

Abby Bachman - Grade 5 Teacher at Kennedy Elementary School, effective as of June 22, 2015.

Bethany Carver - Grade 1 Teacher at Rosa Parks Elementary School, effective June 23, 2015.

Jon Graff - Assistant to the Principal at Dakota Meadows Middle School, effective as of June 29, 2015.

Eva Hendrickson - Art Teacher at Dakota Meadows Middle School, effective as of June 25, 2015.

Joshua Timmerman - Grade 2 at Franklin Elementary School, effective as of June 22, 2015.

RESIGNATIONS (NONINSTRUCTIONAL)

Jordan Fowler-Wacholz - Playground Supervisor at Roosevelt Elementary School, effective as of July 7, 2015.

Janna Fredrickson - EL Paraprofessional at Hoover Elementary School, effective as of July 9, 2015.

Cynthia Gabler, Cook Manager at Washington Elementary School has submitted her resignation for purposes of retirement, effective as of June 24, 2015.

Daniel Gabler, District Electrician has submitted his resignation for purposes of retirement, effective as of June 30, 2015.

Britta Higginbotham - General Ed/NonClassroom Paraprofessional at Kennedy Elementary School, effective as of July 7, 2015.

Richard Orchard - Evening Custodian at Monroe Elementary School, effective as of July 1, 2015.

Amanda Prigge - Special Education Paraprofessional at Dakota Meadows Middle School, effective as of August 15, 2015.

Kara Schreiner - ACES Assistant, effective as of July 2, 2015.

Ethan Teske - Special Education Paraprofessional at Futures, effective as of June 22, 2015.

Gina Thompson - Cook's Helper at East High School, effective as of July 10, 2015.

Renewal of Membership in the Minnesota State High School League for 2015-16
(see page _____)

Renewal of Membership in the Minnesota School Boards Association for 2015-16

Approval of 2015-16 Rates of Pay for Community Education and Recreation Department Part-Time and Seasonal Personnel (see pages _____)

Approval of 2015-16 Hourly Rates for Part-Time Temporary and Substitute Employees (see pages _____)

Mrs. Brandon made a motion, seconded by Mrs. Eberhart, to accept the following gift:

Rasmussen College donated a medical examination table valued at \$500 to the District's Health Science department.

The motion carried on a 7-0 voice vote.

Joe Meixl reviewed the proposed 2015-2016 Health and Safety Plan during the informational portion of the Board meeting. It had also been reviewed in detail with Board members Judi Brandon and Tom Rekstein. Following questions and comments, Mrs. Brandon made a motion to approve the plan as presented. Ms. Schuck seconded the motion and it carried on a 7-0 voice vote. A complete copy of the plan is available in the Health and Safety Office.

The U.S. Department of Agriculture (USDA) has established minimum price requirements for paid school lunches. Jerry Kolander reviewed the price recommendations and asked that the following Food Service prices be established for the 2015-16 school year:

LUNCH PROGRAM

<u>ITEM DESCRIPTION</u>	<u>2014-15 PRICING</u>	<u>2015-16 PRICING</u>	<u>INCREASE</u>
Elementary Paid K-5 (includes 6 th grade at Franklin)	\$2.10	\$2.15	\$.05
Middle School/Secondary Paid 7-12 (includes 6 th grade at Dakota Meadows)	\$2.35	\$2.45	\$.10
Reduced Lunch K-12	-0-	-0-	-0-
All Adult	\$3.40	\$3.50	\$.10
Ala Carte Milk per ½ pint	\$.35	\$.35	-0-

BREAKFAST PROGRAM

Kindergarten	-0-	-0-	-0-
Elementary Paid	\$.95	\$.95	-0-
Secondary Paid	\$1.00	\$1.00	-0-
Adult Paid	\$1.75	\$1.75	-0-
Reduced Breakfast K-12	-0-	-0-	-0-

Ms. Schuck made a motion to approve the prices as recommended. Ms. Hansen seconded the motion and it carried on a 7-0 voice vote.

On July 7, 2015, one bid was received for milk for the Food Service Program for the 2015-16 and 2016-17 school years. Shown below is a tabulation detailing the bid received.

**MILK BIDS
BID TABULATION SHEET**

ITEM DESCRIPTION	KEMPS	LAND O LAKES
1% MILK - ½ PINT	NO BID	.149
SKIM MILK - ½ PINT	NO BID	.147
CHOCOLATE MILK - ½ PINT	NO BID	.159
LACTOSE MILK - QUART	NO BID	1.94
ESTIMATED TOTAL	NO BID	\$164,486
BID BOND		Yes

Following questions and discussion, Ms. Hansen made a motion to approve the bid of an estimated \$164,486 as submitted by Land O' Lakes. The motion was seconded by Mrs. Eberhart and carried on a 7-0 roll call vote.

There being no further business to consider, Ms. Sapp moved and Ms. Hansen seconded, that the meeting be adjourned. The meeting was declared adjourned at 5:32 p.m., on a 7-0 voice vote.

Clerk _____

Attest:

Chairperson _____

Minnesota State High School League
2100 Freeway Boulevard
Brooklyn Center, MN 55430-1735
763-560-2262 Fax: 763.569.0499 www.mshsl.org

**2015-2016 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE**

RESOLVED, that the Governing Board of School District Number 77, County of Blue Earth, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the high school(s) listed below (name all high schools in the district):

East Senior High School
West Senior High School

is/are authorized by this, the Governing Board of said school district or school to:

1. Make new application for membership in the Minnesota State High School League; School Enrollment (9-12):
OR;
 X Renew its membership in the Minnesota State High School League; and,
2. Participate in the approved interschool activities sponsored by said League and its various subdivisions.
3. Our school **WILL NOT** be renewing its membership in the Minnesota State High School League.

FURTHER RESOLVED, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representative identified by the Governing Board.

Signing the Resolution for Membership affirms that this Governing Board has reviewed the WHY WE PLAY training video which defines the purpose of education-based athletic and activity programs and will assist school communities in communicating a shared-common language as it relates to the value of these said programs.

Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Code of Student Conduct violations for students participating in activity programs by member schools.

The above Resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

Signed: Jodi Brandon
Clerk/Secretary - Local Governing Board

Signed: Shawn L. Allen
Superintendent or Head of School

Date: July 13, 2015

Date: July 13, 2015

District Office Address, City, Zip: 10 Civic Center Plaza, Suite 2

PO Box 8741, Mankato, MN 56002-8741

School Superintendent's Phone: 507-387-1868 School Superintendent's Email: sallen1@isd77.k12.mn.us

RETURN ONE COPY TO THE MSHSL NOT LATER THAN SEPTEMBER 1, 2015
Retain one copy for the school files.

Community Education & Recreation Department Salary rates for Part-Time Personnel			
Job Title	Rate 2013-14	Rate 2014-15	Rate 2015-16
ACES Staff			
ACES Supervisor	\$11.00 - \$18.00/hour	\$11.00 - \$18.00/hour	\$11.50 - \$18.00/hour
ACES childcare staff	\$ 8.00 - \$12.00/hour	\$ 9.00 - \$12.25/hour	\$9.50 - \$12.25/hour
Adult Basic Education (ABE)			
ABE Aides	\$10.00 – \$15.00	\$10.00 – \$15.00/hour	\$10.00 – \$15.00/hour
ABE Childcare staff	\$ 8.00 - \$13.00/hour	\$ 8.50 - \$13.50/hour	\$9.00 - \$14.00/hour
Aquatics Staff			
Aquatics Director - School year	\$10.50 - \$15.00/hour	\$14.94- \$19.00/hour	\$14.94- \$19.00/hour
Aquatics Director - Summer	Stipend: \$3,709 - \$4,000	Stipend: \$3860 - \$4,000	Stipend: \$3860 - \$4,100
Instructors	\$10.00 - \$13.00/hour	\$10.50 - \$14.00/hour	\$10.50 - \$14.00/hour
Lifeguards	\$ 7.25 - \$10.00/hour	\$8.50 - \$11.00/hour	\$9.00 - \$11.00/hour
Locker Room Attendants	\$ 7.25/hour	\$ 7.25/hour	\$7.50/hour
Early Childhood Family Ed. (EC)			
Early Childhood Assistants	\$ 10.00 - \$14.50/hour	\$ 10.00 - \$14.50/hour	\$ 10.00 - \$14.50/hour
Non-licensed Screener	\$10.40/hour	\$10.00-\$14.50/hour	\$10.00-\$14.50/hour
Licensed Screener	\$18.40/hour	\$16.00/hour	\$16.00/hour
Screening Supervisor	\$25.50/hour	\$25.50/hour	\$25.50/hour
Enrichment Staff			
Enrichment Instructors	\$ 8.50 - \$26.00/hour	\$ 8.50 - \$26.00/hour	\$ 8.50 - \$26.00/hour
Enrichment Aides	\$ 8.50 - \$26.00/hour	\$ 8.50 - \$26.00/hour	\$ 8.50 - \$26.00/hour
ACCESS Assistants/Aides	\$ 8.00 - \$15.00/hour	\$ 9.50 - \$15.00/hour	\$ 9.50 - \$15.00/hour
ASA Skating School Instructors	\$ 7.25 - \$13.00/hour	\$ 8.50 - \$13.00/hour	\$ 8.50 - \$13.00/hour
ASA Concession Worker		\$9.00/hour	\$9.00/hour
Special Event Coordinators	\$ 9.00 – \$13.00/hour	\$ 9.00 – \$13.00/hour	\$ 9.00 – \$13.00/hour

Recreation Officials			
Softball - Umpire Scheduler	\$1,500 - \$2,400 (summer+fall)	\$1,500 - \$2,500 (summer+fall)	\$1,500 - \$2,500 (summer+fall)
Slow Pitch	\$21.00 - \$26.00/game	\$21.00 - \$26.00/game	\$21.00 - \$26.00/game
Fast Pitch	\$21.00 - \$26.00/game	\$21.00 - \$26.00/game	\$21.00 - \$26.00/game
Basketball Officials	\$21.00 - \$26.00/game	\$21.00 - \$28.00/game	\$21.00 - \$28.00/game
Volleyball Officials	\$16.00 - \$22.00/game	\$16.00 - \$22.00/game	\$16.00 - \$22.00/game
Recreation Staff	<i>serving all Recreation programming</i>		
Playgrounds – Senior Supervisor	\$ 9.00 – \$15.00/hour	\$ 11.00 – \$15.00/hour	\$ 11.00 – \$15.00/hour
Certified Archery Instructor (new)	\$ 13.00 – \$18.00/hour	\$ 13.00 – \$18.00/hour	\$ 13.00 – \$18.00/hour
Youth Sports Leaders	\$ 9.00 – \$13.00/hour	\$ 9.50 – \$15.50/hour	\$ 9.50 – \$15.50/hour
Playground Supervisor	\$ 9.00 – \$13.00/hour	\$ 9.50 – \$13.00/hour	\$ 9.50 – \$13.00/hour
Open Gym Supervisors	\$ 9.00 – \$13.00/hour	\$ 11.00 – \$13.00/hour	\$ 10.00 – \$13.00/hour
Lancer Band			
Lancer Band Director	\$3,350 - \$4,791.66/summer	\$4,839.58 - \$5,191.66/summer	\$4,839.58 - \$6,191.66/summer
Lancer Band Assistants	\$500 - \$2,270/summer	\$500 - \$2,270/summer	\$500 - \$2,600/summer

Revised 7/8/13

Revised 6/30/14

Revised 6/30/15

MANKATO AREA PUBLIC SCHOOLS

Hourly Rates for Part-time/Temporary Employees 2015-16 Fiscal Year

JOB TITLE	2014-15 Hourly Rate	2015-16 Hourly Rate
Laundry Worker	\$11.25	\$11.25
Work Experience/Work Based Students	Minimum Wage	Minimum Wage
High School Student Workers	Minimum Wage	Minimum Wage
Post-Secondary Work Study	Minimum Wage	Minimum Wage
Sign Language Interpreter	\$22.25 - \$24.50	\$22.25 - \$24.50
Language Interpreter	\$18.25	\$18.25
Braillist	\$20.00 - \$23.00	\$20.00 - \$23.00
Braillist in Training	\$15.00	\$15.00
Head Election Judge	\$9.00	\$9.00
Election Judge	\$8.00	\$8.00
Locksmith	\$12.00	\$12.00
Lead Summer Painter	\$11.50	\$11.50
Summer Painter	\$10.00	\$10.00
Summer Carpenter's Helper	\$10.00	\$10.00
Groundskeeper (0 - 1 year)	\$9.70	\$9.70
Groundskeeper (more than 1 year)	\$10.20	\$10.20
Custodian's Summer Helper	\$10.50	\$10.50
Curriculum Writing	\$25.00	\$25.00
Musical Accompanist	\$15.00	\$15.00
Printer's Helper	\$9.50	\$9.50
District Stage Manager	\$25.00	\$25.00
Assistant Stage Manager	\$15.00	\$15.00
First Aid Trainers	\$25.00	\$25.00
First Aid Team Members	Reg. Hrly Rate to \$17.50 max	Reg. Hrly Rate to \$17.50 max

**MANKATO AREA PUBLIC SCHOOLS
Independent School District No. 77**

**Rates for Substitute Employees
2015-16 Fiscal Year**

<u>JOB TITLE</u>	<u>2014-15</u>	<u>2015-16</u>
Teacher	\$115.00 per day or \$19.17/hr with a two-hour minimum and \$115 maximum	\$115.00 per day or \$19.17/hr with a two-hour minimum and \$115 maximum
Principal (licensed)	\$150.00 per day, Base principal salary daily rate for 10 or more consecutive days beginning day 1 when known in advance.	\$150.00 per day, Base principal salary daily rate for 10 or more consecutive days beginning day 1 when known in advance.
Paraprofessional		
No District 77 Experience	\$10.25 per hour	\$10.25 per hour
With District 77 Experience	Contract Minimum	Contract Minimum
Secretary	\$11.00 per hour	\$11.00 per hour
Retired District 77 Secretary	\$11.25 per hour	\$11.25 per hour
Custodial/Maintenance	\$11.00 per hour	\$11.00 per hour
Retired District 77 Custodian	\$11.25 per hour	\$11.25 per hour
Food Service	Step 1	Step 1
Licensed School Nurse	\$30.00 per hour	\$30.00 per hour
Nurse (LPN or RN)	Contract Minimum	Contract Minimum

MANKATO AREA PUBLIC SCHOOLS
2015-16
Miscellaneous Rates of Pay

Job Title/Activity	Rate	Comments	Budget Code
<u>PLCs</u> Missed Prep for PLC PLC after teacher duty day*	\$19.17 per hour \$25.00 per hour; up to 1 hour per mtg.	Per Letter of Agreement with MTA	Site Staff Development 01/xxx/640/000/306/185
Missed Prep or Lunch - Special Ed Teachers	Contract Rate	Apply when teachers miss prep/lunch to provide instruction or for IEP meetings per Special Ed Teacher Compensation Guidelines.	01/xxx/xxx/000/740/185
IEP meetings outside of teacher duty day - all teachers*	Contract Rate	Compensation minimum of 15 minutes per Special Ed Teacher Compensation Guidelines	01/xxx/xxx/000/740/185
DIBELS Team Members	\$20.00 per hour		
<u>Test Proctors</u> Current employees during normal work hours Current employees outside normal work hours Hired from outside district Retired licensed teachers Missed prep for proctoring	No additional pay Regular Rate of Pay \$10.25 per hour \$15.00 per hour \$19.17 per hour		01/200/611/000/000/185
Required meetings outside of teacher duty day*	\$25.00 per hour	Exception: Part-time teachers attending a district inservice within the FT teacher duty day should receive their contract rate for additional time beyond their contract time.	Teacher's Regular Salary Code
Summer Professional Development	\$25.00 per hour	Note: Payment for summer professional development will be paid only if specifically aligned to District Roadmap initiatives and designated by the District as paid training.	Site or Program Staff Development Code
Participating on Interview Teams	No pay - voluntary		-----
Teaching Fellows	\$25.00 per hour	For activities outside of teacher duty day scheduled by mentors and designated for pay	
Moving	Sub Custodian Rate	Maximum 8 hours	01/xxx/810/000/000/170
Cougar Learning Lab Coordinator	\$20.00 per hour	East Sr. High School	
Success Coach	\$20.00 per hour	East Jr. High School	
PASS/SASH Instructors	Contract Rate	East Jr. and DMMS	01/612/280/000/303/140
<u>CPI/PCM Training</u> Trainers Teacher Trainees sent by District Para Trainees sent by District	Contract Rate \$25.00 per hour Regular hourly rate		01/200/420/640/419/185

*Teacher duty day is 7 hours, 50 minutes. Teachers are required to begin 30 minutes prior to the student day. Typically, the end time for secondary teachers is 30 minutes after the student day; end time for elementary teachers is 40-50 minutes after the student day depending upon the length of the student day.

Note: Please be sure that teachers submit timesheets for extra time worked within the same pay period that the time was worked.

July 7, 2015

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

July 13, 2015

The School Board of Independent School District No. 77 met in regular session on Monday, July 13, 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: Judi Brandon, Kinney Eberhart, Sara Hansen, Ann Hendricks, Tom Rekstein, Jodi Sapp and Kristi Schuck. Absent: none.

1. Brandon/Schuck approval of agenda with personnel addendum. 7-0
2. Open Forum - none.
3. Information: Review of School Board Evaluation, 2014-15 Superintendent Evaluation, 2015-16 Health and Safety Plan, Board Member reports.
4. Rekstein/Eberhart approval of Consent Agenda Items: Approval of Minutes of the June 15, 2015, regular meeting; Final Approval of June Bills; Approval of July Bills, Personnel; Membership Renewal in Minnesota State High School League; Membership Renewal in Minnesota School Boards Association; Approval of 2015-16 Rates of Pay for CER Part-Time and Seasonal Personnel; Approval of 2015-16 Hourly Rates for Part-Time, Temporary and Substitute Employees. 7-0
5. Schuck/Hansen acceptance of gifts and grants. 7-0
6. Brandon/Schuck approval of 2015-16 Health and Safety Plan. 7-0
7. Schuck/Hansen approval of 2015-16 Breakfast and Lunch Prices. 7-0
8. Hansen/Eberhart approval of milk bids for 2015-16 and 2016-17. 7-0
9. Sapp/Hansen adjournment at 5:32 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.

School Board Regular Meeting

ITEM NUMBER: 5. B.

Meeting Date: 08/10/2015

Prepared By: Jerry Kolander, Director of Business Affairs

Item Type: Action

Subject:

Approval of August Bills

Background:

At our meeting on Monday evening, the administrative team will be prepared to answer any questions you might have regarding the report on claims and accounts for August. The total of the bills for August of 2015 is \$8,225,666.38.

Recommended Action:

The claims are recommended for payment as presented.

School Board Regular Meeting

ITEM NUMBER: 5. C.

Meeting Date: 08/10/2015

Prepared By: Eric Hudspeth, Director of Human Resources and Organizational Development

Item Type: Action

Subject:

Personnel - Consent Items

Background:

APPOINTMENTS (NO-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)

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.

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.

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)

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.

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.

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.

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.

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.

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.

Cassandra Spriggs – Special Education Paraprofessional at West High School for 6.75 hours per day/5

days per week beginning September 8, 2015. She will be compensated at the rate of \$10.86 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

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 (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.

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)

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.

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.

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.

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, 2105.

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.

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.

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

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

Recommended Action:

The Administration recommends approval of the personnel items.

School Board Regular Meeting

ITEM NUMBER: 6. A.

Meeting Date: 08/10/2015

Prepared By: Sheri L. Allen, Superintendent

Item Type: Action

Subject:

Acceptance of Gifts and Grants

Background:

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.

Recommended Action:

The administration recommends Board acceptance of these generous gifts.

School Board Regular Meeting

ITEM NUMBER: 6. B.

Meeting Date: 08/10/2015

Prepared By: Sheri L. Allen, Superintendent

Item Type: Action

Subject:

Approval of Resolution Calling Election

Background:

Board action is necessary to call for the election of School Board members on November 3, 2015. The resolution is attached.

Recommended Action:

The administration recommends approval of the resolution as presented.

Attachments

Election Resolution 2015

Polling Locations 2015

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

MANKATO AREA PUBLIC SCHOOLS
ELECTION LOCATIONS
November 3, 2015

PRECINCT	LOCATION	INCLUDES
A	East Senior High 2600 Hoffman Rd Mankato	City of Mankato Precincts 11, 12, 14 (Ward 1) Mankato Township P1 and P2
B	Franklin Elementary 1000 N Broad St Mankato	City of Mankato Precincts 15, 16, 17 (Ward 2) Lime Township Kasota Township - LeSueur County
C	Rosa Parks Elem. 1001 Heron Drive Mankato	City of Mankato Precincts 7, 8, 9 (Ward 3) Decoria Township Rapidan Township
D	Intergovernmental Center 10 Civic Center Plaza Mankato	City of Mankato Precincts 10, 10A, 13 (Ward 4)
E	West Senior High 1351 S. Riverfront Dr Mankato	City of Mankato Precincts 1, 2, 3, 4, 5, 6 (Ward 5) City of Skyline Judson Township South Bend Township BEC North Mankato Mail Ballot
F	Eagle Lake Elem 500 LeSueur Ave Eagle Lake	City of Eagle Lake LeRay Township
G	Madison Lake Community Center	City of Madison Lake Jamestown Township
H	Monroe Elementary 441 Monroe Ave North Mankato	City of North Mankato Precincts 1 and 2
I	Hoover Elementary 1524 Hoover Drive North Mankato	City of North Mankato Precincts 3 and 4
J	Dakota Meadows 1900 W. Howard Dr. North Mankato	City of North Mankato Precincts 5, 6, 7 Belgrade Township Nicollet Township Oshawa Township

School Board Regular Meeting**ITEM NUMBER: 6. C.****Meeting Date:** 08/10/2015**Prepared By:** Jerry Kolander, Director of Business Affairs**Item Type:** Action

Subject:

Payable 2016 Tax Levy Hearing Date

Background:

Pursuant 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.

The Payable 2016 Tax Levy provides property tax revenue for the 2016-17 school year. Attached for the School Board's information is a calendar which outlines the 2016 payable property tax schedule in detail.

Recommended Action:

The administration recommends that the School Board establish the hearing dates as follows:

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

AttachmentsCalendar



**SCHOOL DISTRICT
LEVY LIMITATION AND CERTIFICATION CALENDAR
2015 Payable 2016 Levy**

Date	Topic
June 15, 2015	Deadline for districts to submit Career and Technical estimated expenditures.
June 30, 2015	Deadline for filing a board resolution with the commissioner requesting sparsity revenue adjustment for a school facility closed for FY 2016. Deadline for cooperative secondary facilities districts and school districts participating in an agreement for secondary education, or reorganizing under dissolution and attachment to request levy authority for severance pay and/or early retirement incentives. School districts making a transfer from the debt redemption fund to the general fund should notify the department of the amount transferred by this date.
July 1, 2015	Department of Revenue certifies final 2014 adjusted net tax capacity for each district before this date. Deadline for board resolution adopting a population estimate for community education and/or adult basic education revenue. Deadline to submit population estimated for community education and/or adult basic education revenue to the State Demographer. Deadline for school districts to submit requests for a debt service loan. Deadline for eligible school districts to submit locally approved integration plan and budget for FY 2016. Plan and budget should be submitted to the Minnesota Department of Education (MDE), Division of School Choice Programs and Resources.
July 15, 2015	Deadline for county auditors to submit Six-Month Supplemental School Tax Abatement Report for current year to MDE, School Finance. Due date for FY 2015 Early Childhood Family Education Annual Report (ED-01843). A district may not certify a levy for ECFE unless it has submitted the report.

Date	Topic
July 24, 2015	Deadline for school districts to submit Health and Safety Revenue Application - <i>including school board certified Health and Safety Policy, and budget per UFARS finance code for Fiscal Years 2015-2016 to be submitted.</i> Health and Safety Revenue Application - All districts must have completed logging new or revised project information onto the Health and Safety web page. All documentation for major projects must be received by this date. Web page taken down and all projects are temporarily removed.
August 10, 2015	Deadline for school districts to submit Disabled Access Revenue Levy Authority Application. Deadline for cooperating school districts to submit requests for extra capital expenditure levy for repair costs. Deadline for consolidating districts to request levy authority for retirement incentives. Deadline for cooperative secondary facilities districts and school districts participating in an agreement for secondary education, or reorganizing under dissolution and attachment to request levy authority for severance pay and/or early retirement incentives. School districts making a transfer from the debt redemption fund to the general fund should notify the department of the amount transferred by this date.
August 14, 2015	Deadline for MDE to receive the Ten-Year Long-Term Facilities Maintenance Revenue plan, in order for the revenue, aid and levy to be included on the initial levy limitation and certification report issued by September 8.
August 15, 2015	Deadline for MDE to receive project summary data for Health and Safety Program Revenue for FY 2015 and FY2016 for inclusion on the initial levy limitation and certification report issued by September 8. Deadline for districts to submit preliminary information on bonding for OPEB liabilities. All information must be finalized by October 29, 2015. Deadline for districts to submit the following data via Levy Information System. Data may be revised through September 30, 2015. Building/Land Lease (August 15) Debt Service (August 15)
August 21, 2015	Last day to adopt resolution calling for referendum election. **

Date	Topic
	Last day to notify county auditors of the date of the election and the questions to be voted on. ** - At least 74 days prior to election, when election is held on general Election Day. - Minnesota Statutes, section 205A.07, subdivision 3. Last day to notify the commissioner of Education of the date of the election and the questions to be voted on. ** - At least 74 days prior to election day, when election is held on general election day - Minnesota Statutes, section 205A.07, subdivision 3a. Last day for school districts to review and update the EDRS ADM and EL estimates for 2015-16, and 2016-17 for the initial levy report and forecast. Additional changes can be made for 2016-17 through September 30, 2015, for levy purposes. Deadline for districts to submit Career and Technical estimated expenditure changes for levy report.
August 28, 2015	Deadline for districts to submit the following data via Levy Information System. After this date, data may be revised through September 30, 2015 (but only by contacting MDE staff). - Contact Information - Health Benefits and Annual Postemployment Benefits (OPEB) - Pupil Transportation - Elementary Sparsity - Secondary Sparsity - Building/Land Lease (August 15) - Debt Service (August 15) - General and Community Service
August 31, 2015	Health and Safety website restored with projects flagged as approved, needs more information (NMI) or not approved (NO). Projects flagged as NMI or NO may be appealed via the website through September 4.
September 4, 2015	Last day district may make changes via Health and Safety website.
September 8, 2015	Deadline for MDE to certify levy limitations to school districts.
September 15, 2015	Deadline for districts to request approval from the commissioner to retain debt excess.
September 18, 2015	Deadline to adjust the 2015 Payable 2016 maximum costs for Health and Safety projects.

Date	Topic
September 30, 2015	Deadline to pass a board resolution to convert existing referendum authority from voter-approved to board-approved or to authorize new board-approved authority for taxes payable in 2016. Deadline for school districts to submit data changes to MDE. Deadline for school boards to certify proposed property tax levies to home county auditor.* For those school districts that have reached an agreement with their home county auditor as to a delayed date for certifying the proposed levy, this date may be extended to October 7. Deadline for MDE to certify school district levy limitations to county auditors.* Health and Safety website is restored to show project approvals.
October 7, 2015	Deadline for school district to submit copy of proposed levies to MDE. For those school districts that have reached an agreement with their home county auditor as to a delayed date for certifying the proposed levy, this date is extended to October 10, 2015.
October 23, 2015	Deadline for school districts holding referendum elections on November 3 to deliver by first class mail a notice of the referendum to each taxpayer in the district (at least 10 days prior to date of election). • The notice may not be mailed to taxpayers prior to October 6 (no more than 30 days prior to election). ** Deadline for school districts holding referendum elections on November 3 to provide copy of first class mail notice to county auditors and to MDE.**
November 1, 2015	Last day district may submit closeout documentation in support of provisional approvals (PPA's) for Health and Safety projects.
November 2, 2015	Last day a district may submit the FY 2015 ECFE Annual Report (ED-01843), required to levy for ECFE and home visiting. Last day districts may submit finalized information for OPEB bonding levy authority.
November 3, 2015	General election day. • Referendum elections can be held only on this date (except by mail-in ballot). ** • Minnesota Statutes, section 126C.17, subdivision 9.

Date	Topic
November 24, 2015	Deadline for county auditor to prepare and county treasurer to deliver by first class mail a notice of proposed property taxes for all taxing authorities to each taxpayer. • This notice cannot be mailed earlier than November 11. • Minnesota Statutes, section 275.065, subdivision 3.
After November 24, 2015, but before final levy is adopted	Districts are required to discuss the Payable 2016 Levy and FY 2016 budget at a regularly scheduled board meeting and allow the public to speak. • The meeting must take place at 6:00 p.m. or later. • The district may adopt the final levy at the same meeting. • Minnesota Statutes, section 275.065, subdivision 3.
Five working days after December 20, 2015 (December 28, 2015)	School districts must adopt their final property tax levy.* Deadline for school districts to certify final adopted levies to home county auditor.* • Minnesota Statutes, section 275.07, subdivision 1.
December 30, 2015	Deadline (on or before) for school districts to submit PT Form TNT 2016 and Supplement (if applicable) to the Department of Revenue, Property Tax Division.
December 31, 2015	Deadline for districts to submit FY 2014 actual building/land lease costs via Levy Information System.
January 7, 2016	Deadline for school districts to notify MDE of final certified levies.
February 1, 2016	Deadline for county auditors to submit School Tax Abatement Report for previous year to MDE.
April 1, 2016	Deadline for county auditors to submit School Tax Report to MDE.

NOTES:

* Common School Districts 323 and 815 are exempt from the public hearing requirements of Truth-in-Taxation. However, these districts must comply with other levy certification requirements, including certification of proposed levies by September 30, 2015, and certification of final levies no later than five working days after December 20, 2015.

** Districts holding a referendum election on November 3, 2015, should also reference "*Important Election Dates*" on [Minnesota School Boards Association \(MSBA\) website](http://www.mnmsba.org/Elections-Referendums) or (<http://www.mnmsba.org/Elections-Referendums>)

School Board Regular Meeting

ITEM NUMBER: 6. D.

Meeting Date: 08/10/2015

Prepared By: Jerry Kolander, Director of Business Affairs

Item Type: Action

Subject:

Act on Addiction Recovery Technologies, Inc. Contract for 2015-16

Background:

Attached is a proposed contract with Addiction Recovery Technologies, Inc. to provide At Risk Chemical Health Education and Resiliency (Archer) services to secondary students in District 77. 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.

Recommended Action:

The administration recommends that the School Board take action to approve this contract.

Attachments

ART Contract for 2015-16

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.

School Board Regular Meeting

ITEM NUMBER: 6. E.

Meeting Date: 08/10/2015

Prepared By: Jerry Kolander, Director of Business Affairs

Item Type: Action

Subject:

Approval of Ten-Year Long-Term Facilities Maintenance Plan

Background:

Details were presented by Jerry Kolander during the informational portion of tonight's meeting.

Recommended Action:

The administration recommends that the School Board take action to approve the Long-Term Facilities Maintenance ten-year plan.

Attachments

Statement of Assurances

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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