



AGENDA  
Independent School District No. 77  
Mankato, MN 56001

Monday, January 4, 2016 - 5:30 p.m.  
Intergovernmental Center - Mankato Room

Greeters: Supt. Sheri Allen and Board Member Kristi Schuck

1. SWEARING IN OF NEW BOARD MEMBER
2. CALL TO ORDER AND ROLL CALL (5:35 P.M.)
3. APPROVAL OF AGENDA (5:35 P.M.)
4. OPEN FORUM (5:40 P.M.)
5. ORGANIZATION OF 2016 SCHOOL BOARD (5:50 P.M.)
  - A. Election of Officers
  - B. Appointment of Deputy Clerk
  - C. Designation of Official Depositories
  - D. Naming of School Attorney
  - E. Naming of Official Newspaper
  - F. Approval of Expenses for School Board Meetings
  - G. Designation of Identified Official with Authority for Minnesota Department of Education (MDE) Secure Website Access
  - H. Authorization to Execute and File Application for State- and Federally-Funded Programs

- I. Approval of School Board Meeting Schedule for 2016
- J. Employment of School Board Members
- K. School Board Member Committee/School Assignments for 2016
- 6. CONSENT AGENDA (6:10 P.M.)
  - A. Approval of Minutes of the December 21, 2015, Regular Meeting
  - B. Personnel
    - 1. Personnel - Addendum
- 7. BUSINESS (6:15 P.M.)
  - A. Acceptance of Gifts and Grants
  - B. Establishment of Purchasing Authority for 2016-17
- 8. ADJOURNMENT (6:15 P.M.)



## School Board Members for 2016

Ann Hendricks  
133 Ichabod Lane  
Mankato, MN 56001  
Phone: 351-7503  
E-Mail: [ahendr1@isd77.k12.mn.us](mailto:ahendr1@isd77.k12.mn.us)  
Term Ends December 31, 2019

Judi Brandon  
10 Crown Hill Lane  
Mankato, MN 56001  
Phone: 387-4945  
E-Mail: [jbrand1@isd77.k12.mn.us](mailto:jbrand1@isd77.k12.mn.us)  
Term Ends December 31, 2019

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

Abdi Sabrie  
404 Homestead Road  
Mankato, MN 56001  
Phone: 933-4254  
E-Mail: [asabri1@isd77.k12.mn.us](mailto:asabri1@isd77.k12.mn.us)  
Term Ends December 31, 2019

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

Sara Hansen  
2034 Sundance Lane  
North Mankato, MN 56003  
Phone: 344-1566  
E-Mail: [shanse1@isd77.k12.mn.us](mailto:shanse1@isd77.k12.mn.us)  
Term Ends December 31, 2019

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

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

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# 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: 1.**

**Meeting Date:** 01/04/2016

**Prepared By:** Sheri L. Allen, Superintendent

**Item Type:** Information

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**Subject:**

SWEARING IN OF NEW BOARD MEMBER

**Background:**

Judge Brad Walker will administer the oath of office and swear in new Board member Abdi Sabrie.

**Recommended Action:**

None

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**School Board Regular Meeting**

**ITEM NUMBER: 5. A.**

**Meeting Date:** 01/04/2016

**Prepared By:** Sheri L. Allen, Superintendent

**Item Type:** Action

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**Subject:**

Election of Officers

**Background:**

All positions will be held until the organizational meeting for 2017.

**Recommended Action:**

Superintendent Allen will accept nominations and conduct the election for the position of Chairperson.

Following election of the Chairperson, the Chair will continue with the nomination and election for the offices of Vice-Chairperson, Clerk and Treasurer.

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**Attachments**

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**School Board Regular Meeting**

**ITEM NUMBER: 5. B.**

**Meeting Date:** 01/04/2016

**Prepared By:** Sheri L. Allen, Superintendent

**Item Type:** Action

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**Subject:**

Appointment of Deputy Clerk

**Background:**

Minnesota Statute 123.34, Subdivision 1, states in part, "The persons who perform the duties of Clerk and Treasurer need not be members of the Board, and the Board, by resolution, may combine the duties of Clerk and Treasurer in a single person in the office of Business Affairs." The day-to-day duties necessary for operation of the School District have been assigned by the School Board to District employees.

**Recommended Action:**

The administration recommends Barb Macrafc be assigned the responsibility of serving as the Board's Deputy Clerk. This appointment will be effective until the 2017 organizational meeting is held.

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**School Board Regular Meeting**

**ITEM NUMBER: 5. C.**

**Meeting Date:** 01/04/2016

**Prepared By:** Sheri L. Allen, Superintendent

**Item Type:** Action

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**Subject:**

Designation of Official Depositories

**Background:**

Law requires that the School Board designate a bank, banks, or savings associations that will be used as depositories for District funds.

BE IT RESOLVED, US Bank Mankato, The Voyager Bank, Wells Fargo Bank, N.A., ProGrowth Bank, 1st National Bank, Frandsen Bank, MinnStar Bank, Wells Federal Savings and Loan Association, Twin City Federal National Bank, Pioneer Bank and the Minnesota Liquid Asset Fund Plus be, and are hereby design-ated as depositories of this School District with authority to accept or receive, at any time, deposits for the credit of this School District, and

BE IT FURTHER RESOLVED, That checks, drafts, or other orders for payment with the depositories must be signed, actually or by use of a facsimile signature, by all three of the following officers of Independent School District No. 77:

\_\_\_\_\_, Clerk  
\_\_\_\_\_, Chairperson  
\_\_\_\_\_, Treasurer

AND BE IT FURTHER RESOLVED, That Sheri L. Allen or Jerry R. Kolander is authorized to transfer between depository accounts School District funds as they determine necessary in the normal operation of the School District, and

BE IT FURTHER RESOLVED, That Sheri L. Allen or Jerry R. Kolander is authorized to purchase Certificates of Deposit and Commercial Paper in name of Independent School District No. 77, Mankato, and

BE IT FURTHER RESOLVED, That Sheri L. Allen or Jerry R. Kolander is authorized to wire transfer funds to pay principal and interest payments due on school building bonds, and

BE IT FURTHER RESOLVED, That this resolution shall continue in force until express written notice of its rescision or modifica-tion has been furnished to and received by the depositories.

**Recommended Action:**

Recommend adoption of the resolution as presented.

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**School Board Regular Meeting**

**ITEM NUMBER: 5. D.**

**Meeting Date:** 01/04/2016

**Prepared By:** Sheri L. Allen, Superintendent

**Item Type:** Action

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**Subject:**

Naming of School Attorney

**Background:**

School Board Policy 216 reads as follows:

*The school board, at its organizational meeting, shall appoint an attorney to represent the school district and to advise the school board. The attorney shall attend regular and special meetings of the school board when requested and be available for consultation as needed. The attorney shall be paid on a "time" or "retainer" basis as determined by the school board. The appointment of the attorney shall not be construed as a prohibition against seeking legal counsel from other sources when the Board deems it to be advisable.*

**Recommended Action:**

The administration recommends that the following law firms be appointed as legal counsel for the Mankato Area Public Schools for 2016 and that they be paid on an hourly basis for services rendered.

Blethen, Gage and Krause Law Firm  
Knutson, Flynn and Deans Law Firm  
Rupp, Anderson, Squires & Waldspurger, P.A.  
Kennedy and Graven Law Office

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**School Board Regular Meeting**

**ITEM NUMBER: 5. E.**

**Meeting Date:** 01/04/2016

**Prepared By:** Sheri L. Allen, Superintendent

**Item Type:** Action

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**Subject:**

Naming of Official Newspaper

**Background:**

none

**Recommended Action:**

The administration recommends that The Free Press (Mankato) be named as the official newspaper for publishing legal school proceedings and notices effective until the organizational meeting for 2016.

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**School Board Regular Meeting**

**ITEM NUMBER: 5. F.**

**Meeting Date:** 01/04/2016

**Prepared By:** Sheri L. Allen, Superintendent

**Item Type:** Action

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**Subject:**

Approval of Expenses for School Board Meetings

**Background:**

It has been the practice of the School Board to provide coffee for visitors, presenters and themselves at Board meetings. Further, it has been the practice to provide meals on special occasions.

BE IT RESOLVED by the School Board of Independent School District No. 77 that:

WHEREAS, it is in the interest of the School District to occasionally invite members of the public, members of other public boards and bodies, and members of the school staff to School Board meetings, and

WHEREAS, at many School Board meetings, good public relations make it advisable to provide coffee and meals on special occasions as determined by the School Board, to persons attending such meetings in the interest of the District,

NOW, THEREFORE, BE IT RESOLVED, that the School District pay the cost of meals when occasionally furnished to members of the School Board and others who attend meetings held in the interest of the School District and that the School District do likewise provide, at the expense of the District, coffee for all persons attending said meetings in the interest of good public relations for the benefit of the School District and the students served thereby.

**Recommended Action:**

To conform with legal requirements, the administration recommends approval of the resolution as presented.

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**School Board Regular Meeting****ITEM NUMBER: 5. G.****Meeting Date:** 01/04/2016**Prepared By:** Sheri L. Allen, Superintendent**Item Type:** Action

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**Subject:**

Designation of Identified Official with Authority for Minnesota Department of Education (MDE) Secure Website Access

**Background:**

The Minnesota Department of Education (MDE) has set up a process for assigning an Identified Official with Authority. The system is called the External User Access Recertification System and the process, implemented in Spring 2015, will provide consistency for external user access to all MDE secured systems protected by an MDE User Account.

The School Board must designate the Identified Official with Authority to authorize user access annually, as well as any time there is a change in the assignment of the Identified Official with Authority. This certification of the Identified Official with Authority designation is in accordance with Minnesota State Access Control Security Standard 1.0. The District may assign this role to more than one person or to a person other than the Superintendent or Director. The School Board minutes must clearly specify this role assignment.

**Recommended Action:**

It is recommended that the School Board of Independent School District #77 designate Sheri L. Allen, Superintendent, and Barb Macraic, Administrative Assistant to the Superintendent/School Board Deputy Clerk to the role of Identified Official with Authority.

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**School Board Regular Meeting**

**ITEM NUMBER: 5. H.**

**Meeting Date:** 01/04/2016

**Prepared By:** Jerry Kolander, Director of Business Affairs

**Item Type:** Action

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**Subject:**

Authorization to Execute and File Application for State- and Federally-Funded Programs

**Background:**

Most state- and federally-funded programs require that the School Board, in official session, authorize an agent to execute and file funding applications for the School District and act as its official representatives in those state- and federally-funded programs.

**Recommended Action:**

The administration recommends that as of January 1, 2016, Superintendent Sheri L. Allen or designee be designated as the agent in filing applications for and representing the District in state- and federally-funded programs.

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**School Board Regular Meeting****ITEM NUMBER: 5. I.****Meeting Date:** 01/04/2016**Prepared By:** Sheri L. Allen, Superintendent**Item Type:** Action

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**Subject:**

Approval of School Board Meeting Schedule for 2016

**Background:**

The following schedule of meetings for 2016 was approved during the June 15, 2015, School Board meeting.

| <b>DATE</b>                | <b>LOCATION</b>    | <b>TIME</b> |
|----------------------------|--------------------|-------------|
| Monday, January 4, 2016    | Civic Center Plaza | 5:30 p.m.   |
| Tuesday, January 19, 2016  | Civic Center Plaza | 5:30 p.m.   |
| Monday, February 1, 2016   | Civic Center Plaza | 5:30 p.m.   |
| Tuesday, February 16, 2016 | Civic Center Plaza | 5:30 p.m.   |
| Monday, March 7, 2016      | Civic Center Plaza | 5:30 p.m.   |
| Monday, March 21, 2016     | Civic Center Plaza | 5:30 p.m.   |
| Monday, April 4, 2016      | Civic Center Plaza | 5:30 p.m.   |
| Monday, April 18, 2016     | Civic Center Plaza | 5:30 p.m.   |
| Monday, May 2, 2016        | Civic Center Plaza | 5:30 p.m.   |
| Monday, May 16, 2016       | Civic Center Plaza | 6:30 p.m.   |
| Monday, June 6, 2016       | Civic Center Plaza | 5:30 p.m.   |
| Monday, June 20, 2016      | Civic Center Plaza | 5:30 p.m.   |
| Monday, July 11, 2016      | Civic Center Plaza | 5:00 p.m.   |
| Monday, August 8, 2016     | Civic Center Plaza | 5:00 p.m.   |
| Tuesday, September 6, 2016 | Civic Center Plaza | 5:30 p.m.   |
| Monday, September 19, 2016 | Civic Center Plaza | 5:30 p.m.   |
| Monday, October 3, 2016    | Civic Center Plaza | 5:30 p.m.   |
| Monday, October 17, 2016   | Civic Center Plaza | 5:30 p.m.   |
| Monday, November 7, 2016   | Civic Center Plaza | 5:30 p.m.   |
| Monday, November 21, 2016  | Civic Center Plaza | 5:30 p.m.   |
| Tuesday, December 6, 2016  | Civic Center Plaza | 5:30 p.m.   |
| Monday, December 19, 2016  | Civic Center Plaza | 5:30 p.m.   |

**Recommended Action:**

The administration recommends confirmation of the meeting schedule for 2016

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**School Board Regular Meeting**

**ITEM NUMBER: 5. J.**

**Meeting Date:** 01/04/2016

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

**Item Type:** Action

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**Subject:**

Employment of School Board Members

**Background:**

A school board member may be employed by a school district as an employee as long as the board member's annual earnings do not exceed \$8,000 per year. The school board must give unanimous approval for a board member to be employed.

**Recommended Action:**

The administration recommends that the School Board take unanimous action to employ Board member Kinney Eberhart for calendar year 2016 as follows:

Kinney Eberhart – Substitute Teacher

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**School Board Regular Meeting****ITEM NUMBER: 5. K.****Meeting Date:** 01/04/2016**Prepared By:** Sheri L. Allen, Superintendent**Item Type:** Action**Subject:**

School Board Member Committee/School Assignments for 2016

**Background:**

School Board committee assignments for 2016 are recommended as follows:

|                 |                                                                                                                                                                                                                                                                                                                        |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Judi Brandon    | <ul style="list-style-type: none"><li>• Senior High Student Advisory Council Facilitator</li><li>• Legislative Committee</li><li>• Central Freedom School Fundraising Committee</li><li>• Construction Committee</li><li>• Finance Committee</li><li>• Greater Mankato Growth (GMG) Financial Adv. Committee</li></ul> |
| Sara Hansen     | <ul style="list-style-type: none"><li>• Negotiations Committee (Teachers)</li><li>• Blue Earth County Help Me Grow Committee</li><li>• Region 9 IEIC</li><li>• Finance Committee</li><li>• Meet and Confer Committee</li><li>• Greater Mankato Growth (GMG) Financial Adv. Committee</li></ul>                         |
| Ann Hendricks   | <ul style="list-style-type: none"><li>• Negotiations Committee (Custodians)</li><li>• World's Best Workforce</li><li>• MSHSL Representative</li><li>• MSBA Delegate Assembly</li><li>• Sick Leave Bank Committee</li><li>• Legislative Committee</li><li>• Diversity Council</li></ul>                                 |
| Kristi Schuck   | <ul style="list-style-type: none"><li>• Negotiations Committee (Teachers)</li><li>• Wellness Committee</li><li>• Citizens Energy Advisory Committee</li><li>• Transportation Committee</li><li>• Community Services Advisory Committee</li><li>• Educare Foundation</li></ul>                                          |
| Jodi Sapp       | <ul style="list-style-type: none"><li>• Negotiations Committee (Secretaries)</li><li>• Special Education Parent Advisory Council</li><li>• South Central Service Cooperative Board</li><li>• MSDLAF+ Board of Trustees</li><li>• Negotiations Committee (Principals)</li></ul>                                         |
| Kinney Eberhart | <ul style="list-style-type: none"><li>• Diversity Council</li><li>• Professional Development Advisory Committee</li><li>• Meet and Confer Committee</li><li>• Continuing Education Committee</li><li>• Negotiations Committee (Food Service)</li></ul>                                                                 |

- |             |                                                                                                                                                                                                                                         |
|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Abdi Sabrie | <ul style="list-style-type: none"><li>• Junior High/Middle School Student Advisory Council Facilitator</li><li>• Transportation Committee</li><li>• Youth Community Team</li><li>• Negotiations Committee (Paraprofessionals)</li></ul> |
|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Board member school assignments through June 30, 2016 are recommended as follows:

- |                 |                                                                                                                                                        |
|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| Ann Hendricks   | <ul style="list-style-type: none"><li>• Franklin Elementary School</li><li>• Central High School</li><li>• Bridges Community School</li></ul>          |
| Sara Hansen     | <ul style="list-style-type: none"><li>• East Senior High School</li><li>• Washington Elementary School</li></ul>                                       |
| Kinney Eberhart | <ul style="list-style-type: none"><li>• Kennedy Elementary School</li><li>• Central Freedom School</li><li>• Student Support Services Center</li></ul> |
| Judi Brandon    | <ul style="list-style-type: none"><li>• East Junior High School</li><li>• Jefferson Elementary School</li><li>• Eagle Lake Elementary School</li></ul> |
| Jodi Sapp       | <ul style="list-style-type: none"><li>• Dakota Meadows Middle School</li><li>• Monroe Elementary School</li></ul>                                      |
| Abdi Sabrie     | <ul style="list-style-type: none"><li>• Hoover Elementary School</li><li>• Rosa Parks Elementary School</li></ul>                                      |
| Kristi Schuck   | <ul style="list-style-type: none"><li>• Roosevelt Elementary School</li><li>• West Senior High School</li></ul>                                        |

**Recommended Action:**

The administration recommends approval of the committee assignments for 2016 and the school assignments through June 30, 2016.

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**School Board Regular Meeting**

**ITEM NUMBER: 6. A.**

**Meeting Date:** 01/04/2016

**Prepared By:** Sheri L. Allen, Superintendent

**Item Type:** Action

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**Subject:**

Approval of Minutes of the December 21, 2015, Regular Meeting

**Background:**

See attachment.

**Recommended Action:**

Recommend approval of the minutes as presented.

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**Attachments**

Minutes - December 21, 2015, Regular Meeting

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

December 21, 2015

The School Board of Independent School District No. 77 met in regular session on Monday, December 21, in the Mankato Room at the Intergovernmental Center. Chair Hendricks called the meeting to order at 5:30 p.m. Members present at roll call: Judi Brandon, Kinney Eberhart, Sara Hansen, Ann Hendricks, Tom Rekstein, Jodi Sapp and Kristi Schuck. Absent: none.

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

Open Forum: No one wished to speak.

Information Reports: Roosevelt Elementary School Report presented by Ann Haggerty; Rosa Parks Elementary School Report presented by Michelle Kruize; Board member workshop/committee reports.

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

Approval of Minutes of the December 8, 2015, regular Board meeting.

Approval of December bills totaling \$11,970,201.16.

Personnel:

APPOINTMENTS (INSTRUCTIONAL)

Tucker Coil - Full-time (1.000 FTEs) Physical Education/Health Teacher at East Junior High School beginning January 20, 2016 for the 2015-16 school year. He will be placed on step 1 of the B lane of the Teachers Association salary schedule.

Carol Nelson - Teacher in the ExCel Program at Roosevelt Elementary School beginning January 4 and ending April 13, 2016. She will be compensated according to her placement on the Teachers Association salary schedule.

Michael Schuldt - Full-time (1.00 FTEs for the 2<sup>nd</sup> semester) GTT Teacher at Dakota Meadows Middle School for the 2015-16 school year. He will be placed on step 2 of the B lane of the Teachers Association salary schedule.

The following will be teachers in the ExCel Program at Kennedy Elementary

School beginning October 19 and ending April 13, 2016. They will be compensated according to their placement on the Teachers Association salary schedule.

Linda Howe-Wensel, Sherry Imhoff, Angie Petersen, Carol Schulz, Kari Studier, Amber Volkman

Kari Studier, ExCel Coordinator - She will receive a stipend of \$1,000 for this assignment.

#### APPOINTMENTS (NONINSTRUCTIONAL)

Trisha Anderson - NonClassroom (Playground) Paraprofessional at Monroe Elementary School for 2 hours per day/5 days per week beginning December 11, 2015. She will be compensated at the rate of \$10.86 per hour.

Heidi Gillmore - Special Education Paraprofessional at East Junior High School for 6.75 hours per day/5 days per week beginning January 4, 2016. 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.

Niki Greenwood - ECFE/SR Teaching Assistant for 22.5 hours per week for 20 weeks beginning December 15, 2015. She will be compensated at the rate of \$11.50 per hour.

Christian Hahn - ECFE/SR Teaching Assistant for 21.5 hours per week for 20 weeks beginning December 15, 2015. She will be compensated at the rate of \$11.50 per hour.

Jennifer Mason - Special Education LifeSkills Paraprofessional at Dakota Meadows Middle School for 6.75 hours per day/5 days per week beginning December 14, 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.

Alexandria Murnane - NonClassroom (playground) Paraprofessional at Franklin Elementary School for 1.5 hours per day/5 days per week beginning January 11, 2016. She will be compensated at the rate of \$10.86 per hour.

Maria Nett - Transfer to the position of Second Cook, Level I, Step 4 at Rosa Parks Elementary School for 8 hours per day/5 days per week beginning December 14, 2015.

Margarita Santillan Lopez - Transfer to Cook's Helper, step 2 at Rosa Parks Elementary School for 7.5 hours per day/5 days per week beginning January 4, 2016.

Megan Schenk - Special Education Paraprofessional at Rosa Parks Elementary School for 6.25 hours per day/5 days per week beginning February 4, 2016. 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.

Debra Wahl - Special Education Paraprofessional at Rosa Parks/Lincoln/Kennedy Elementary Schools for 6.75 hours per day M/W and 6.42 hours per day on T/TH for a total of 26.34 hours per week beginning January 4, 2016. 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)

Mary Hicks - Decrease in LPN/Procedure Nurse assignment from 5.5 hours per day/5 days per week to 5.25 hours per day/5 days per week beginning December 16, 2015.

Andria Voltin - Voluntary decrease in Special Education Paraprofessional assignment from 7 hours per day/4 days per week to 3.75 hours per day/1 day per week beginning January 7, 2016.

John Zarn - Increase in Intervention Paraprofessional assignment from 3.5 hours per day to 4 hours per day/5 days per week with the addition of .5 hours per day as a Title I Paraprofessional. He will be compensated at the rate of \$10.86 per hour for this portion of his assignment in accordance with the agreement between the District and the Minnesota School Employees Association.

Below is a list of ABE employees' salary increases/minimum wage adjustments, effective as of January 1, 2016.

|                                             |                |
|---------------------------------------------|----------------|
| Mandy Kurth, Lead Teacher                   | <b>\$13.90</b> |
| Bethany Truman, Lead Teacher                | <b>\$12.50</b> |
| Rachel Compart, Lead Teacher                | <b>\$12.50</b> |
| Stefanie Reed, Assistant Teacher            | <b>\$11.67</b> |
| Jennifer Wood-Bonnell,<br>Assistant Teacher | <b>\$11.30</b> |
| Elizabeth Gurholt, Assistant Teacher        | <b>\$11.00</b> |
| Faduma Ali, Aide                            | <b>\$9.50</b>  |

|                                     |         |
|-------------------------------------|---------|
| Ruth Aganya, Aide                   | \$9.50  |
| Maylis Dickey, Classroom Aide       | \$11.25 |
| Gladys Frydendall, Classroom Aide   | \$11.73 |
| Barry Brigger, Assessment Assistant | \$12.51 |

#### REQUESTS FOR LEAVE (INSTRUCTIONAL)

Tricia Conetta, Grade 4 Teacher at Hoover Elementary School has requested an unpaid leave beginning March 17 and ending May 27, 2016.

Nicole Hed, Family/Consumer Science Teacher at East High School has requested a leave under the provisions of the Family Medical Leave Act commencing on March 14 and ending May 2, 2016.

April Malphurs, Art Teacher at Hoover Elementary School has requested a leave under the provisions of the Family Medical Leave Act commencing on December 7 and ending February 1, 2016.

#### REQUESTS FOR LEAVE (NONINSTRUCTIONAL)

Kay Hughes, Special Education Paraprofessional at The Early Childhood Center has requested a leave under the provisions of the Family Medical Leave Act commencing on December 14 and continuing for a period of 3 months.

Kelly Solomon, Structured Study Center Supervisor at Jefferson Elementary School has requested a leave under the provisions of the Family Medical Leave Act commencing on January 14 and ending February 26, 2016.

Mark Spangler, Special Education Paraprofessional at West High School has requested a leave under the provisions of the Family Medical Leave Act commencing on January 7, 2016 and ending January 7, 2017.

#### RESIGNATIONS (NONINSTRUCTIONAL)

Heather Barnes - Special Education Paraprofessional at 5 C's. Her last date of employment will be December 18, 2015.

Jacob Boyer - ACES Assistant, effective as of December 22, 2015.

Jennifer Kral - NonClassroom Paraprofessional at Franklin Elementary School, effective as of December 15, 2015.

Jenna Krell - ACES Assistant, effective as of December 15, 2015.

Jamie Streich - Correct resignation date to December 17, 2015.

Hilary Urban - Special Education Paraprofessional, effective as of December 16, 2015.

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

The North Mankato Civic and Commerce Association donated \$2,000 to support special field trips for students at Hoover and Monroe Elementary Schools.

The Eagle Lake Fire Department donated \$750 to Eagle Lake Elementary School. The funds will be used to purchase supplies and staff the Community Open Gym in addition to purchasing activities for their new Maker Space.

The motion carried on a 7-0 voice vote.

Heather Mueller reviewed the process used for establishing the 2016-17 and 2017-18 school year calendars. Feedback on the options was received through December 18, 2015. Following questions and comments, Ms. Schuck made a motion to approve Calendar Option B for 2016-17 and Calendar Option New B for 2017-18 (see pages \_\_\_\_\_). The motion was seconded by Mrs. Brandon and carried on a 7-0 voice vote.

At the August 10, 2015, School Board meeting, the administration presented a proposed ten year facilities plan. At the December 8, 2015, School Board meeting, a public hearing was held in regard to this plan. This evening the administration recommended that a formal call for bids be approved for the following facility projects which exceed \$100,000.

| Project                       | Plan* | Estimated Amount |
|-------------------------------|-------|------------------|
| Blacktop/Concrete Maintenance | D     | \$173,000        |
| Roofing                       | D     | \$250,000        |
| Duct Cleaning                 | D     | \$152,000        |

\*D = Deferred Maintenance Projects

Ms. Hansen made a motion, seconded by Mrs. Eberhart, to approve the call for bids as recommended. The motion carried on a 7-0 voice vote.

Mr. Rekstein made a motion, seconded by Ms. Schuck, to certify a tax levy in the amount of \$22,216,246.59 for the 2016-2017 school year. The motion carried on a 7-0 voice vote.

Mr. Rekstein was recognized and thanked for his years of service on the School Board as this was his last meeting.

There being no further business to consider, Mr. Rekstein moved and Ms. Schuck seconded, that the meeting be adjourned. The meeting was declared adjourned at

6:33 p.m., on a 7-0 voice vote.

Clerk \_\_\_\_\_

Attest:

Chairperson \_\_\_\_\_



# 2016 - 2017 Calendar- B

| JULY 2016 |    |    |    |    |    |    |
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| 24        | 25 | 26 | 27 | 28 | 29 | 30 |
| 31        |    |    |    |    |    |    |

| AUGUST 2016 |    |    |    |    |    |    |
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| 14          | 15 | 16 | 17 | 18 | 19 | 20 |
| 21          | 22 | 23 | 24 | 25 | 26 | 27 |
| 28          | 29 | 30 | 31 |    |    |    |

| SEPTEMBER 2016 |    |    |    |    |    |    |
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| 18             | 19 | 20 | 21 | 22 | 23 | 24 |
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| OCTOBER 2016 |    |    |    |    |    |    |
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| 16           | 17 | 18 | 19 | 20 | 21 | 22 |
| 23           | 24 | 25 | 26 | 27 | 28 | 29 |
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| NOVEMBER 2016 |    |    |    |    |    |    |
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| 13            | 14 | 15 | 16 | 17 | 18 | 19 |
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| DECEMBER 2016 |    |    |    |    |    |    |
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| 18            | 19 | 20 | 21 | 22 | 23 | 24 |
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| JANUARY 2017 |    |    |    |    |    |    |
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| 15           | 16 | 17 | 18 | 19 | 20 | 21 |
| 22           | 23 | 24 | 25 | 26 | 27 | 28 |
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| FEBRUARY 2017 |    |    |    |    |    |    |
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| 5             | 6  | 7  | 8  | 9  | 10 | 11 |
| 12            | 13 | 14 | 15 | 16 | 17 | 18 |
| 19            | 20 | 21 | 22 | 23 | 24 | 25 |
| 26            | 27 | 28 |    |    |    |    |

| MARCH 2017 |    |    |    |    |    |    |
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| 12         | 13 | 14 | 15 | 16 | 17 | 18 |
| 19         | 20 | 21 | 22 | 23 | 24 | 25 |
| 26         | 27 | 28 | 29 | 30 | 31 |    |

| APRIL 2017 |    |    |    |    |    |    |
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| MAY 2017 |    |    |    |    |    |    |
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| JUNE 2017 |    |    |    |    |    |    |
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MANKATO AREA PUBLIC SCHOOLS

Q1 Q2 Q3 Q4  
46 43 40 46

10/15/15



Classes Begin for Grades 9- 12/  
End for Grades K-12



Classes Begin for Grades K-8



Two-Hour Late Start



No School K-5



No School K-8



No School K-12

**Bold Date** End of Quarter 11/10, 1/26, 3/24,



# 2017 - 2018 Calendar B- NEW

| JULY 2017 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
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| 23        | 24 | 25 | 26 | 27 | 28 | 29 |
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| AUGUST 2017 |    |    |    |    |    |    |
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| 13          | 14 | 15 | 16 | 17 | 18 | 19 |
| 20          | 21 | 22 | 23 | 24 | 25 | 26 |
| 27          | 28 | 29 | 30 | 31 |    |    |

| SEPTEMBER 2017 |    |    |    |    |    |    |
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| OCTOBER 2017 |    |    |    |    |    |    |
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| NOVEMBER 2017 |    |    |    |    |    |    |
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| DECEMBER 2017 |    |    |    |    |    |    |
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| JANUARY 2018 |    |    |    |    |    |    |
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| FEBRUARY 2018 |    |    |    |    |    |    |
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| MARCH 2018 |    |    |    |    |    |    |
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| APRIL 2018 |    |    |    |    |    |    |
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| MAY 2018 |    |    |    |    |    |    |
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| JUNE 2018 |    |    |    |    |    |    |
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MANKATO AREA PUBLIC SCHOOLS

Q1 Q2 Q3 Q4  
46 43 43 43

11/18/15



Classes Begin for Grades 9- 12/  
End for Grades K-12



Classes Begin for Grades K-8



Two-Hour Late Start



No School K-5



No School K-8



No School K-12

**Bold Date** End of Quarter 11/9, 1/25, 3/28, 6/1

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

December 21, 2015

The School Board of Independent School District No. 77 met in regular session on Monday, December 21, in the Mankato Room at the Intergovernmental Center. Chair Hendricks called the meeting to order at 5:30 p.m. Members present at roll call: Judi Brandon, Kinney Eberhart, Sara Hansen, Ann Hendricks, Tom Rekstein, Jodi Sapp and Kristi Schuck. Absent: none.

1. Schuck/Brandon approval of agenda with Personnel addendum. 7-0
2. Open Forum - none.
3. Information: Roosevelt Elementary School Report, Rosa Parks Elementary School Report, Board Member Reports.
4. Sapp/Schuck approval of Consent Agenda Items: Approval of Minutes of the December 8, 2015, regular meeting; Approval of December Bills; Personnel. 7-0
5. Brandon/Eberhart acceptance of gifts and grants. 7-0
6. Schuck/Brandon approval of calendars for 2016-17 and 2017-18. 7-0
7. Hansen/Eberhart call for bids for facility improvement projects. 7-0
8. Rekstein/Schuck certify 2016-17 tax levy. 7-0
9. Rekstein/Schuck adjournment at 6:33 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/page/4677](http://www.isd77.org/page/4677).

**School Board Regular Meeting**

**ITEM NUMBER: 6. B.**

**Meeting Date:** 01/04/2016

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

**Item Type:** Action

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**Subject:**

Personnel

**Background:**

APPOINTMENTS (NONINSTRUCTIONAL)

Ashley Butcher – Special Education Paraprofessional at Franklin Elementary School for 6.25 hours per day/5 days per week beginning January 5, 2016. 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)

Jennifer Schwartz, ECFE Teacher – Salary wage adjustment for \$22.39 per hour beginning January 4, 2016.

REQUESTS FOR LEAVE (NON-AFFILIATED)

Kelsey Rounds, Nutrition & Wellness Specialist, has requested a leave under the provisions of the Family Medical Leave Act commencing on or about February 15 and ending on or about April 15, 2016.

RESIGNATIONS (NONINSTRUCTIONAL)

Cory Johnson – Special Education Paraprofessional at Monroe Elementary School. His last date of employment will be January 4, 2016.

Travon Jones – Special Education Paraprofessional at Monroe Elementary School. His last date of employment will be January 4, 2016.

Hassan Noor – NonClassroom (Playground) Paraprofessional at Franklin Elementary School, effective as of December 22, 2015.

Wanda Schwartz, Cook's Helper at Monroe Elementary School has submitted her resignation for purposes of retirement, effective as of February 1, 2016.

**Recommended Action:**

Recommend approval of the Personnel items as submitted.

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**School Board Regular Meeting****ITEM NUMBER: 6. B. 1.****Meeting Date:** 01/04/2016**Prepared By:** Eric Hudspeth, Director of Human Resources and Organizational Development**Item Type:** Action

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**Subject:**

Personnel - Addendum

**Background:****APPOINTMENTS (INSTRUCTIONAL)**

Christina Woodside – Part-time (0.29 FTEs) ADSIS Teacher at Roosevelt Elementary School beginning January 11 and ending June 3, 2016. She will be placed on step 10 of the Masters lane of the Teachers Association salary schedule.

**APPOINTMENTS (NONINSTRUCTIONAL)**

Maddie Johnson – ACES Aide at Kennedy Elementary for 3 hours per week, beginning January 4, 2016. She will be compensated at the rate of \$9.50 per hour.

Sonia Knoff – Early Childhood Special Education Paraprofessional at Rosa Parks Elementary School (6.75 T/W/Th and 3.75 hours per day on Mondays) for a total of 24 hours per week beginning January 4, 2016. 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.

Seth Meyer – Evening Custodian at East Junior/Senior High School beginning December 21, 2015. He will be placed at step 1 of the A13 classification of the Maintenance and Custodial Workers Association with an hourly rate of \$12.69.

Christine White – Cook's Helper at West High School for 6.75 hours per day/5 days per week beginning January 4, 2016. She will be placed at step 2 of the Cook's Helper classification of the School Food Service Workers Association salary schedule.

**CONTRACT ADJUSTMENTS (INSTRUCTIONAL)**

Katherine Sump – Increase in ABE teaching assignment from .24 FTEs to .63 FTEs beginning January 4, 2016. She will be compensated at the rate of \$25.35 per hour.

**RESIGNATIONS (NONINSTRUCTIONAL)**

Sandy Barger – General Education Paraprofessional at Kennedy Elementary School, effective as of January 4, 2016.

LaVaughn Booker – Special Education Paraprofessional at Franklin Elementary School effective as of January 4, 2016.

Rebecca Hudson – ACES Assistant, effective as of December 16, 2015.

Maddie Johnson – ACES Assistant Supervisor, effective as of December 16, 2015.

Amelia Mattie – ECFE/SR Teaching Assistant effective as of January 14, 2016.

**Recommended Action:**

Recommend approval of the personnel items as presented.

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**School Board Regular Meeting**

**ITEM NUMBER: 7. A.**

**Meeting Date:** 01/04/2016

**Prepared By:** Sheri L. Allen, Superintendent

**Item Type:** Action

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**Subject:**

Acceptance of Gifts and Grants

**Background:**

Analog Devices of Norwood, Massachusetts donated \$1000 to the East High VEX Robotics program.

The Dennis K. and Vivian D. Siemer Scholarship Foundation donated \$6,000 to be used for MakerSpace programs in the elementary schools and four VEX Robotics kits for high school/middle school use.

Ana Ovalle donated \$100 to the East High Gymnastics program.

Futures received a grant of \$5,000 from the Prairie Ecology Bus Center.

**Recommended Action:**

The administration recommends Board acceptance of these generous gifts.

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**School Board Regular Meeting****ITEM NUMBER: 7. B.****Meeting Date:** 01/04/2016**Prepared By:** Jerry Kolander, Director of Business Affairs**Item Type:** Action

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**Subject:**

Establishment of Purchasing Authority for 2016-17

**Background:**

The Uniform Financial Accounting and Reporting System (UFARS) requires that expenditures be recognized as obligations when a purchase order is issued. These requirements interface with another law which requires that no funds be expended by a school district for any purpose in a school year prior to the adoption of spending authority.

Mankato Area Public Schools normally begins to purchase supplies and equipment for the next year in the preceding spring. Since purchase orders are considered to be expenditures at the time of issuance, and since no expenditures can be made unless spending authorization has been granted, it is necessary for the School Board to provide such spending authority prior to the adoption of our official budget in June.

**Recommended Action:**

In order to meet requirements of UFARS, and to allow purchasing to begin for the next year, the administration recommends that spending authority for 2016?2017 be granted but that such authority be restricted to 90% of the 2015?2016 budget limits on textbooks, library books, general supplies, custodial supplies, equipment, and departmental supplies.

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