

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

April 18, 2016

The School Board of Independent School District No. 77 met in regular session on Monday, April 18, in the Mankato Room of the Intergovernmental Center. Chair Hendricks called the meeting to order at 5:33 p.m. Members present at roll call: Judi Brandon, Kinney Eberhart, Sara Hansen, Ann Hendricks, Abdi Sabrie, and Kristi Schuck. Members absent: Jodi Sapp.

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

OPEN FORUM - No one wished to speak.

Information Reports: Kennedy Elementary School Report presented by Jason Grovom, Bobbie Bastian, Marcy Koch and Cara Samuelson; Board member workshop/committee reports.

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

Approval of Minutes of the April 4, 2016, regular Board meeting.

Personnel:

APPOINTMENTS (INSTRUCTIONAL)

Donna Mason - Special Education Resource Teacher at Monroe Elementary School for 4 hours per day/5 days per week beginning April 12 and ending June 2, 2016. She will be compensated according to her placement on the Teachers Association salary schedule.

Todd Substad - Long Term Substitute Teacher for Eric Davis at East High School beginning on or about May 3 and ending on or about June 1, 2016. He will be placed at step 10 of the B+30 lane on the Teachers Association salary schedule.

APPOINTMENTS (NONINSTRUCTIONAL)

Kasey Carstensen - Transfer to the position of LPN/Health Assistant at Prairie Winds Middle School for 6.5 hours per day/5 days per week beginning September 7, 2016. She will be compensated according to her placement on the Minnesota School Employees Association salary schedule.

Kendra Erickson - NonClassroom (Lunchroom) Paraprofessional at Monroe Elementary School for 2 hours per day/5 days per week beginning April 18, 2016. She will be compensated at the rate of \$10.86 per hour.

Jessica Hansen - MCA and NWEA testing as needed beginning January 5 and ending June 1, 2016. She will be compensated at the rate of \$10.50 per hour.

Forrest Kunkel - NonClassroom (lunchroom) Paraprofessional for 1.75 hours per day/5 days per week and Intervention Paraprofessional for 3.83 hours per day/5 days per week (27.90 hours per week) at Hoover Elementary School beginning March 28, 2016. He will be compensated at the rate of \$10.86 per hour for the lunchroom assignment and \$11.82 per hour for his assignment as Intervention Paraprofessional in accordance with the agreement between the District and the Minnesota School Employees Association.

Lori Peters - Cook's Helper at Monroe Elementary School for 4.5 hours per day/5 days per week beginning April 18, 2016. She will be placed on the Cook's Helper classification of the School Food Service Workers Association salary schedule.

Emma Sill - Health Assistant, building to be determined, for 6.5 hours per day/5 days per week beginning September 8, 2016. She will be compensated at the rate of \$17.76 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

CONTRACT ADJUSTMENTS (NONINSTRUCTIONAL)

Leah Andersen - Special Education Paraprofessional transferring from East Junior High School to Washington Elementary School for 6.25 hours per day/4 days per week beginning April 18, 2016.

Sarah Blasing - Decrease in Special Education Paraprofessional assignment from 4 hours per day/5 days per week to 2.5 hours per day/3 days per week (M,W,F) beginning February 17, 2016.

Becky Lawrence - Health Assistant transferring from Dakota Meadows Middle School to Roosevelt Elementary School for 6.5 hours per day/5 days per week beginning September 8, 2016.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Denise Alms - Physical Therapist currently on Board approved leave, has requested an extension of her leave until May 9, 2016.

Kayla Dickinson - Grade 4 Teacher at Monroe Elementary School has requested a leave under the provisions of the Family Medical Leave Act commencing on or about September 28 and ending December 19, 2016.

Amelia Jirak - Grade 1 Teacher at Washington Elementary School has requested a leave under the provisions of the Family Medical Leave Act commencing on August 29 and ending December 23, 2016.

REQUESTS FOR LEAVE (NONINSTRUCTIONAL)

Kristine Bachmann - Special Education Paraprofessional at the Early Childhood Center, has requested a leave under the provisions of the Family Medical Leave Act commencing on April 25 and ending May 26, 2016.

Niki Greenwood, ECFE Assistant Teacher, has requested an unpaid leave beginning September 8 and ending October 31, 2016.

Jill Weir, Special Education Paraprofessional currently on Board approved leave, has requested an extension of her leave until May 9, 2016.

RESIGNATIONS (ADMINISTRATIVE)

Samuel Schroeder - Assistant Principal at East High School, effective as of June 30, 2016.

RESIGNATIONS (INSTRUCTIONAL)

Edwin Stock, Band Director at Franklin Elementary School, has submitted his resignation for purposes of retirement effective as of August 26, 2016.

RESIGNATIONS (NONINSTRUCTIONAL)

Carissa Friedrichs - Special Education Paraprofessional at Franklin Elementary School, effective as of April 28, 2016.

Brooke McMeen - ACES Assistant, effective as of April 15, 2016.

Alexandria Murnane - Playground Supervisor at Franklin Elementary School, effective as of April 27, 2016.

Deb Nelson - LPN/Health Assistant at East High School, effective as of June 3, 2016.

Lori Peters- Lunchroom Supervisor at Monroe Elementary School, effective as of April 18, 2016.

Zachary Rivera - ACES Assistant, effective as of April 21, 2016.

TERMINATION OF EMPLOYMENT (NONINSTRUCTIONAL)

Brenda Smith - Health Assistant at Roosevelt Elementary School, effective as of April 8, 2016.

Approval of April bills totaling \$7,116,379.91.

The following gifts have been received by the School District:

The East High Vex Robotics Team received the following donations:

\$100 from Mark Weingartz

\$600 from Cary & Cynthia Lindeman

\$100 from Discipline Advisors Inc.
\$500 from Grace Senior Services Inc.

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

The West High Prom Committee received the following donations:

\$100 from MinnStar Bank
\$250 from Tony Downs Foods
\$100 from Madison Lake American Legion Post 269
\$100 from Mankato Area Youth Baseball Association

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

US Bank donated \$500 to the Ready! for Kindergarten program.

The Mankato Area Lacrosse Association contributed \$15,000 to the Mankato Area Public Schools lacrosse programs.

Mrs. Brandon made a motion to accept the gifts and send a note of thanks. The motion was seconded by Ms. Schuck and carried on a 6-0 voice vote.

Part of the normal staffing process is the adoption of a resolution relating to the termination/non-renewal of the teaching contract of probationary and/or substitute teachers. A motion was made by Ms. Schuck and seconded by Ms. Hansen to adopt the resolution as follows. The motion then carried on a 6-0 roll call vote.

**RESOLUTION RELATING TO THE TERMINATION/NON RENEWAL
OF TEACHING CONTRACTS OF PROBATIONARY AND/OR
CONTRACT SUBSTITUTE TEACHERS**

WHEREAS, Colin Anderson, Jose Barrivaldi, Nicole Bush, Tucker Coil, Edward Haley, Emily Olson, Amanda Stahl are probationary or substitute teachers in Independent School District No. 77,

BE IT RESOLVED by the School Board of Independent School District No. 77 that pursuant to Minnesota Statute 122A.40 Sub division 5, and Minnesota Statute 122A.44 Subdivision 2 that the teaching contracts of Colin Anderson, Jose Barrivaldi, Nicole Bush, Tucker Coil, Edward Haley, Emily Olson, Amanda Stahl are hereby terminated at the close of the 2015-16 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teachers regarding termination and non-renewal of their contracts and assignments as provided by law.

Ms. Brandon made a motion to approve the schedules for student fees and admission charges for school year 2016-17 (see pages _____). There are no student fee

and admission charge increases for the 2016-17 school year. The motion was seconded by Ms. Hansen and carried on a 6-0 voice vote.

Board members reviewed the recommended revised 2015-2016 budget for Mankato Area Public Schools programs. This revised budget is recommended by the administration as a result of salary adjustments with staff, revised revenue projections, and as a result of a number of program modifications which have occurred since the original budget was adopted in June of 2015. Ms. Hansen made a motion to approve the revised budgets as presented. The motion was seconded by Mrs. Eberhart and carried on a 6-0 roll call vote. Approval of the revised 2015-2016 budgets changed the individual fund totals as follows:

1. General Fund Unappropriated Revenues from \$79,457,649 to \$81,574,216.
2. General Fund Unappropriated Expenditures from \$79,230,912 to \$81,976,885.
3. Food Service Fund Revenues from \$3,786,700 to \$3,901,000.
4. Food Service Fund Expenditures from \$3,864,841 to \$3,981,930.
5. Community Service Fund Revenues from \$5,249,273 to \$6,200,828.
6. Community Service Fund Expenditures from \$5,562,425 to \$5,806,768.
7. Capital Fund Expenditures from \$3,585,534 to \$3,579,534.
8. Deferred Maintenance Expenditures from \$820,000 to \$675,000.
9. Debt Redemption Fund Revenues from \$7,507,122 to \$23,443,282.
10. Debt Redemption Fund Expenditures from \$9,951,384 to \$13,777,484.
11. Building Construction Fund Revenues from \$150,000 to \$300,000.
12. Building Construction Fund Expenditures from \$31,750,000 to \$35,051,000.
13. OPEB Debt Service Fund Revenues from \$800,000 to \$0.

The following 2016-2017 Dental Program rates were approved on a motion by Mrs. Brandon and second by Ms. Schuck. The motion carried on a 6-0 voice vote. The rate for single dental insurance will decrease from \$32.35 to \$31.10 and the rate for family will increase from \$74.38 to \$74.98. A voluntary dental program was implemented to provide optional dental insurance benefits for employee groups that previously did not have access to group dental insurance plans. There is no employer contribution to the plan. The Voluntary Plan is a fully insured plan with rates guaranteed through 6/30/17 as follows: Single - \$31.65, Single + 1 - \$64.95, Family - \$104.40.

Bids were solicited for the District's Long-Term Disability insurance program. The low bid was submitted by Madison National Life Insurance Company for .25% of covered payroll with a three-year rate guarantee. This is a reduction from the current rate from Madison National Life Insurance Company of .295%. The estimated annual savings is \$20,550. Supplemental Long-Term Disability coverage remains at .32%. A motion was made by Ms. Hansen and seconded by Ms. Schuck to accept the bid as submitted by Madison National Life Insurance Company. The motion carried on a 6-0 voice vote.

Reliance Standard Life, the District's employee group life insurance provider has determined a rate adjustment is not necessary and has guaranteed the renewal rate for two years effective September 1, 2016. The administration, on behalf of the

District's Employee Insurance Committee, recommended continuing this insurance program. A motion was made by Ms. Schuck and seconded by Mrs. Eberhart to continue the program as recommended. The motion carried on a 6-0 voice vote.

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

Clerk _____

Attest:

Chairperson _____

MANKATO AREA PUBLIC SCHOOLS 2016-2017 STUDENT FEES LISTING

I. JUNIOR HIGH ATHLETIC AND CO-CURRICULAR FEES

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

II. SENIOR HIGH ATHLETIC AND CO-CURRICULAR FEES

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

**MANKATO AREA PUBLIC SCHOOLS
2016-2017 STUDENT FEE LISTING (Continued)**

III. MUSIC INSTRUMENT RENTAL FEE

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

IV. SENIOR HIGH PARKING FEE

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

V. OTHER COMMENTS

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

**MANKATO AREA PUBLIC SCHOOLS
ADMISSION CHARGES FOR ATHLETIC CONTESTS
2016-2017**

I. Single Admission Charge

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

II. Student Athletic Passes

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

MANKATO AREA PUBLIC SCHOOLS
ADMISSION CHARGES FOR ATHLETIC CONTESTS
2016-2017

8. A student who qualifies for free lunch may request an athletic pass at no cost, and for a student who qualifies for a reduced price lunch, the athletic pass will be \$15.00.
- B. Elementary School Students - \$35.00
1. Valid for all athletic contests at the respective senior high school excluding tournaments and Section or State play.
 2. Students do not receive the senior high school newspaper
 3. \$35.00 is deposited in the receipts of the General Fund of the district
 4. Non-transferable
 5. West Elementary students must provide a picture and order the pass at the West High School 2nd Floor Main Office.
 6. East Elementary students must have a picture taken and the pass made at the East H.S. Activities Office.

III. **10 Punch Passes**

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

IV. **Adult Sports Pass**

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

V. **ISD 77 Staff Athletic Passes**

- A. Free admission available to all District 77 employees.
- B. Valid for all regular season athletic contests excluding tournaments and Section or State play.
- C. Valid for both East and West senior high schools.

MANKATO AREA PUBLIC SCHOOLS
ADMISSION CHARGES FOR ATHLETIC CONTESTS
2016-2017

- D. Non-transferable.
- E. Pre-school age children may attend free with the adult.
- F. Retired staff and retired Board members will receive a complimentary staff athletic pass for themselves and spouse or guest.
- G. Staff may receive one adult athletic pass for volunteering to work at two senior or junior high athletic events as determined by the Activities Director. Working at four events will entitle a staff member to receive two adult athletic passes.

VI. Senior Citizens

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

VII. Exceptions to the above categories and charges

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

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

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

April 18, 2016

The School Board of Independent School District No. 77 met in regular session on Monday, April 18, in the Mankato Room of the Intergovernmental Center. Chair Hendricks called the meeting to order at 5:33 p.m. Members present at roll call: Judi Brandon, Kinney Eberhart, Sara Hansen, Ann Hendricks, Abdi Sabrie, and Kristi Schuck. Members absent: Jodi Sapp.

1. Hansen/Schuck approval of agenda with personnel addendum. 6-0
2. Open Forum - none.
3. Information: Kennedy Elementary School Report, Board Member Workshop/Committee Reports.
4. Schuck/Eberhart approval of Consent Agenda Items: Approval of Minutes of the April 4, 2016, regular meeting; Approval of April Bills; Approval of Personnel Items. 6-0
5. Brandon/Schuck acceptance of gifts and grants. 6-0
6. Schuck/Hansen approval of resolution relating to the Termination/Non-Renewal of Teaching Contracts of Probationary and/or Contract Substitute Teachers. 6-0
7. Brandon/Hansen approval of 2016-17 student fees and admission charges. 6-0
8. Hansen/Eberhart approval of 2015-16 revised budgets. 6-0
9. Brandon/Schuck approval of rates for 2015-16 dental programs. 6-0
10. Hansen/Schuck approval of rates for 2016-17 employee disability insurance. 6-0
11. Schuck/Eberhart approval of rates for 2016-17 employee life insurance. 6-0
12. Hansen/Eberhart adjournment at 6:24 p.m. 6-0.

Independent School District No. 77
Mankato, Minnesota
By: Sara Hansen, Clerk

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.