

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

May 16, 2016

The School Board of Independent School District No. 77 met in regular session on Monday, May 16, in the Mankato Room of the Intergovernmental Center. Chair Hendricks called the meeting to order at 6:30 p.m. Members present at roll call: Judi Brandon, Kinney Eberhart, Sara Hansen, Ann Hendricks, Abdi Sabrie, Jodi Sapp and Kristi Schuck. Members absent: none

Ms. Schuck moved, and Ms. Hansen 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.

Recognition of Employees

The following employees were recognized and thanked for 25 years of service with the Mankato Area Public Schools. They will receive their certificate and award at a building event:

Anne Dickau - Kennedy Elementary School
Laurie Hagberg - West Senior High School
Mary Jost - Dakota Meadows Middle School
Julie Olsen - West Senior High School
Sheri Robinson - East Senior High School
Beth Sachau - Early Childhood Center

The following employees have 30 years of service or more with the school district and the School Board provided special recognition for them this evening:

30-Year Awards

Karen Barnett - Franklin Elementary School
Dolly Blomquist - Kennedy Elementary School
Mary Jo Brindley - East Senior High School
Carl Fitzloff - Franklin Elementary School
Patty Gappa - East Junior High School
Rich Jaqua - Monroe Elementary School
Nina Klingel - Roosevelt Elementary School
Rita Kump - Monroe Elementary School
Barb Macrafc - Intergovernmental Center
Lynette Struck - Dakota Meadows Middle School
Julie Wigersma - Eagle Lake Elementary School

35-Year Award

Greg McCabe - West Senior High School

50 Year Award

Steve Braun - West Senior High School

Information Reports: All Seasons Arena presentation; Board member workshop/committee reports.

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

Approval of Minutes of the May 2, 2016, regular Board meeting.

Personnel:

APPOINTMENTS (ADMINISTRATIVE)

Eduardo Navidad - Assistant Principal at East High School beginning July 1, 2016. He will be compensated according to the agreement between the District and the Principals Association - base assistant senior high principal, step 5.

APPOINTMENTS (INSTRUCTIONAL)

Emily Dauk - Full-time (1.00 FTEs) Mathematics Teacher at East High School beginning August 29, 2016 for the 2016-17 school year. She will be placed on step 6 of the B lane of the Teachers Association salary schedule.

Emily Eberhart - Full-time (1.00 FTEs) Special Education Teacher at East High School beginning August 29, 2016 for the 2016-17 school year. She will be placed on step 8 of the M lane of the Teachers Association salary schedule.

Samantha Gertner - Full-time (1.00 FTEs) Special Education Teacher at East High School beginning August 29, 2016 for the 2016-17 school year. She will be placed at step 1 of the B lane of the Teachers Association salary schedule contingent upon obtaining licensure.

Joshua Harris - Full-time (1.00 FTEs) English Teacher at East High School beginning August 29, 2016 for the 2016-17 school year. He will be placed at step 5 of the B lane of the Teachers Association salary schedule.

Jennifer Hillger - Full-time (1.00 FTEs) Mathematics Teacher at East High School beginning August 29, 2016 for the 2016-17 school year. She will be placed on step 7 of the M lane of the Teachers Association salary schedule.

Anne Regnier - Full-time (1.00 FTEs) English Teacher at Dakota Meadows Middle School beginning August 29, 2016 for the 2016-17 school year. She will be placed at step 3 of the B lane of the Teachers Association salary schedule.

Josie Sayre - Full-time (1.00 FTEs) Special Education Teacher at Kennedy Elementary School beginning August 29, 2016 for the 2016-17 school year. She will be placed on step 1 of the B lane of the Teachers Association salary schedule contingent upon obtaining licensure.

Andrew Vander Linden - Full-time (1.00 FTES) Guidance Counselor at East High School beginning August 29, 2016 for the 2016-17 school year. He will be placed on step 5 of the M lane of the Teachers Association salary schedule with an additional 5 contract days per year.

Jenna Watson - Full-time (1.00 FTEs) Special Education Teacher at Prairie Winds Middle School beginning August 29, 2016 for the 2016-17 school year. You will be placed on step 4 of the M lane of the Teachers Association salary schedule.

Parker Winning - Full-time (1.00FTEs) Grade 2 Teacher at Kennedy Elementary School beginning August 29, 2016 for the 2016-17 school year. He will be placed at step 2 of the B Lane of the Teachers Association salary schedule.

APPOINTMENTS (NONINSTRUCTIONAL)

Heather Beitz - Receptionist with the Early Childhood Center beginning May 12, 2016. Her assignment will be 7.5 hours per day/4 days per week (30 hours per week - Monday through Thursday, with a work-year of 141 days). She will be placed at classification A12, step 1 of the Educational Secretaries Association.

CONTRACT ADJUSTMENTS (INSTRUCTIONAL)

Amy Cain - Voluntary transfer to the position of part-time (0.80 FTEs) Math Intervention Teacher at Washington Elementary School beginning August 29, 2016.

CONTRACT ADJUSTMENTS (NON-AFFILIATED)

Alisa Boswell, Community Education & Recreation Enrichment Supervisor - Increase in annual salary to \$43,326.40, effective as of July 1, 2016.

Nicole Brunick, ACES Site Supervisor - Increase in annual salary to \$38,251.20, effective as of July 1, 2016.

Joan Glaubitz-Morrison, PreSchool Supervisor - Increase in annual salary to \$55,577.60 and work year will increase from 240 to 261 days beginning July 1, 2016.

Andrea Greenwald, ACES Program Coordinator - Increase in annual salary to \$58,593.60, effective as of July 1, 2016.

Carolyn Hiniker, ABE Childcare & Budget Manager - Increase in annual salary to \$38,835.60, effective as of July 1, 2016.

Elisabeth Johnson, ACES Site Supervisor - Increase in annual salary to \$38,251.20, effective as of July 1, 2016.

Mary Kate Lewis, ABE Assessment & Services Supervisor - Annual days worked reduced from 261 to 220 and salary increase to \$36,105.34 (hourly rate of

\$20.83 for 220 days throughout the entire calendar year), effective as of July 1, 2016.

Melanie Schmidt, Youth Development Program Coordinator - Increase in annual salary to \$55,577.60, effective as of July 1, 2016.

Alison Troidahl - Family & Community Engagement Coordinator - Increase in work year from 220 days to 261 days. She will work a total of 66 days or 13 weeks PT (4 hours per day - summer) and 195 days or 39 weeks of FT (school year), effective as of July 1, 2016.

Karen Wolters, Adult Basic Education Coordinator - Increase in annual salary to \$72,446.40, effective as of July 1, 2016.

CONTRACT ADJUSTMENTS (NONINSTRUCTIONAL)

Megan Gjemse - Increase in Special Education Paraprofessional assignment at Busy Bees/Dakota Meadows Middle School from 14 hours per week to 20.75 hours per week (6.25 hours per day/2 days per week M/W, 2.75 hours per day/3 days per week T/Th/F), beginning May 4, 2016.

Rebecca Hudson - Increase in Special Education Paraprofessional assignment at Dakota Meadows Middle School from 6.75 hours per day/3 days per week and 3.5 hours per day/2 days per week to 6.75 hours per day/5 days per week (27.25 hours per week to 33.75 hours per week) beginning May 2, 2016.

Kara Morness - Correct effective date of increase in hours from 3.5 hours per day to 6.5 hours per day, effective as of April 18, 2016.

Maria Nett - Transfer to the position of Cook Manager, Level 1 at Rosa Parks Elementary School for 8 hours per day/5 days per week beginning June 6, 2016. She will be placed at the Cook Manager, Level 1 classification, current step of the School Food Service Workers Association salary schedule.

Elizabeth Rossow - Increase in Special Education Paraprofessional assignment at Franklin Elementary School from 5.5 hours per day/3 days per week and to 6.25 hours per day/2 days per week to 6.25 hours per day/5 days per week beginning May 5, 2016.

Robin Staloch - Change in assignment from Special Education Paraprofessional for 6.75 hours per day/5 days per week to 4.25 hours per day/5 days per week as a Special Education Paraprofessional and 2.5 hours per day/5 days per week as a Special Education LifeSkills Paraprofessional beginning May 2, 2016. She will be compensated at the rate of \$13.49 per hour for her duties as LifeSkills Paraprofessional in accordance with the agreement between the District and the Minnesota School Employees Association.

Cynthia Weir - Increase in Structured Study Center Supervisor at Washington Elementary School from 5.5 hours per day to 6 hours per day/5 days per week

beginning March 29, 2016.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Kelly Firkins - English teacher at East Junior High School, has requested a leave under the provisions of the Family Medical Leave Act, commencing on September 19 and ending December 30, 2016.

REQUESTS FOR LEAVE (NONINSTRUCTIONAL)

Reanna Manthe, Teaching Assistant with the ECCE Program has requested a leave under the Family Medical Leave Act commencing May 1, 2016 through May 31, 2017.

James Meagher, Head Custodian at Bridges Community School, has requested a leave under the provisions of the Family Medical Leave Act commencing on May 6 and ending July 8, 2016.

RESIGNATIONS (INSTRUCTIONAL)

Marc Crawford, Social Studies Teacher at East High School, has submitted his resignation effective as of August 26, 2016.

RESIGNATIONS (NONINSTRUCTIONAL)

Alexis Bell - ACES Assistant, effective as of June 2, 2016.

Susan Bergmark, Media Assistant at East High School, has submitted her resignation for purposes of retirement effective as of August 31, 2016.

Alyssa Brage - Special Education Paraprofessional at Washington Elementary School, effective as of April 29, 2016.

Rebecca Hudson - Special Education Paraprofessional at Dakota Meadows Middle School, effective as of May 27, 2016.

Victoria Meinhardt - Speech Language Pathology Paraprofessional at Franklin Elementary School, effective as of May 13, 2016.

Hannah Palma - ACES Assistant, effective as of June 3, 2016.

Susan Spika - Special Education Paraprofessional at Kennedy Elementary School, verbal resignation effective May 2, 2016.

Kayla Tanberg - ACES Assistant, effective as of June 1, 2016.

ELIMINATION OF POSITION (NON-AFFILIATED)

Denice Teipel, Assistant to the ECCE/SR Coordinator - effective as of June 30, 2016.

Approval of May bills totaling \$4,637,302.34.

Minnesota Statute 120.062 Enrollment Options Program requires a School Board to adopt specific standards for the rejection of the Open Enrollment Program applications due to program student capacity limitations. Stephanie White, Director of Student Support Services, provided information on staffing and projected enrollments for the Early Childhood Special Education program. It was noted that this program is currently closed to open enrollment as a result of Board action. Following questions and discussion, Ms. Sapp made a motion to continue to close the Early Childhood Special Education programs serving students ages Birth to 6 to open enrollment beginning July 1, 2016. The motion was seconded by Mrs. Eberhart and carried on a 7-0 voice vote.

Since 1979 the All Seasons Arena, owned by the cities of Mankato, North Mankato, Skyline and Blue Earth County, has been operated by the Mankato Area Public Schools Community Education and Recreation Department. Mankato Area Public Schools functions as the fiscal agent only and does not provide any financial support for the facility. The current arena operating agreement expires on June 30, 2016. The All Seasons Arena Joint Powers Board approved the attached renewal agreement at their March 18, 2016, meeting. Following questions, Ms. Sapp made a motion to renew the operating agreement for a period of three (3) years (see pages _____). The motion was seconded by Ms. Schuck and carried on a 7-0 voice vote.

On May 11, 2016, two bids were received for the East High School Pipe Replacement (see page _____). The administrative team and Dolejs Associates, our professional engineering firm, recommended that the bid as submitted by Javens Mechanical Contracting Co. of Mankato in the amount of \$158,762 be accepted by the School Board. The project budget is \$100,000 and the amount over budget will be funded by the bond referendum construction funds. A motion was made by Ms. Hansen to approve the low bid as recommended, seconded by Mrs. Eberhart. The motion carried on a 7-0 roll call vote.

There being no further business to consider, Ms. Sapp moved and Mrs. Eberhart seconded, that the meeting be adjourned. The meeting was declared adjourned at 7:23 p.m., on a 7-0 voice vote.

Clerk _____

Attest:

Chairperson _____

OPERATING SERVICE AGREEMENT

This Agreement is made between the City of Mankato, the City of North Mankato, the City of Skyline, and the County of Blue Earth (hereinafter jointly referred to as "Owners") and Independent School District 77 (hereinafter referred to as "Operator").

The parties agree that the All Seasons Arena is an asset to the citizens living within the geographical boundaries of the governmental units involved in the Agreement. They further agree that said facility is to be operated in the best interest of the general public. Now, therefore, in order to meet those requirements, it is hereby agreed by the parties hereto as follows:

1.) The Operator shall manage the All Seasons Arena facility through the Community Education and Recreation Advisory Council (CERAC) and Community Education and Recreation Department (CER), an agency of Independent School District 77. CER shall conduct the day-to-day activities and operations at the Arena facility. The Operator shall consult with the Arena Board with reference to operating methods, procedures, programming, and policy. Job descriptions of fulltime employees, salaries, benefits, and individual responsibilities of employees shall be determined by the Arena Board, with input and recommendations for same to be furnished by CERAC/CER. All fulltime employees and personnel will be hired, selected and approved by the Arena Board and shall serve at the discretion of and under such conditions as are established by the Board and employee in any employment agreement which may be established. All fulltime employees shall be reviewed and evaluated on at least an annual basis to determine retention and any adjustments in salary or benefits as may be appropriate..

2.) The Operator shall be responsible for maintaining the financial records and statements of the All Seasons Arena in conformity of Generally Accepted Accounting Principles (GAAP). An audit of the financial statements shall be performed by an independent auditing firm annually. A statement of income and expenses will be prepared by the Operator and presented to the Arena Board on a monthly basis.

3.) The Operator shall limit expenditures to budgeted amount and shall not incur expenses outside budget limitations except with the consent of the Owners.

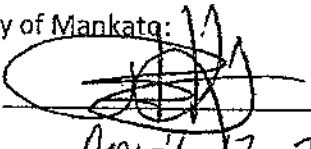
4.) The Operator shall not be required to advance any funds or pay any portion of the expenses except from income received by the Operator pursuant to the terms of this Agreement.

5.) The term of the Operator's Agreement shall be for a period of three (3) years, expiring June 30, 2019, unless renewed by mutual agreement.

6.) The governmental units designated as Owners shall provide to the Operator the sum of forty thousand dollars (\$40,000) in operating funds per operating year. Proportions are to be based on the formula as outlined in Exhibit A attached hereto and incorporated by reference. Said operating funds are to be requested in writing within fifteen (15) days' notice of desired receipt date. If the census formula changes by 5% or more, adjustment will be made to the formula accordingly. The governmental units will be notified if changes are made.

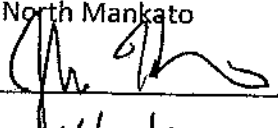
7.) The Operator does further agree to keep in full force and effect during the terms of this contract, either individually or through Independent School District 77, a general liability insurance policy with coverage for bodily injury liability in the amount of at least two million dollars (\$2,000,000.00) per person, with a limit of one million dollars (\$1,000,000.00) per occurrence. The undersigned individuals state that they have the authority from their respective governmental units and that they execute this Agreement on behalf of said governmental units.

City of Mankato:

BY  Its City Manager

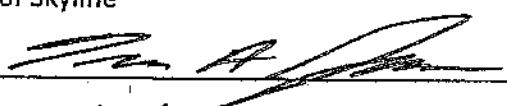
DATE April 12, 2016

City of North Mankato

BY  Its City Administrator

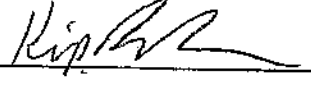
DATE 4/18/16

City of Skyline

BY  Its MAYOR

DATE 4-11-2016

County of Blue Earth

BY  Its Board Chair

DATE 4-5-16

Independent School District 77:

BY _____ Its _____

DATE _____

Exhibit A:

ALL SEASONS ARENA

OWNERSHIP FORMULA

<u>Unit</u>	<u>Unit Share 4-Owners</u>	<u>Owner Share</u>
Mankato	64.7352 %	\$25,894.00
North Mankato	21.7756 %	\$ 8,710.00
Blue Earth County	12.7801 %	\$ 5,112.00
Skyline	.7091 %	\$ 284.00
		\$40,000.00

May 11, 2016



1624 N. Riverfront Dr.
Mankato, Minnesota
507-625-7869
Fax 507-388-9225

17792 Idawood Path
Lakeville, Minnesota
952-435-6790

Mr. Scott Hogen
Ind. School District #77
P.O. Box 8741
Mankato, MN 56002-8741

RE: 2016 East High School Domestic Water Pipe Replacement Project Bid Results

Dear Scott,

Bids for the 2016 East High School Domestic Water Pipe Replacement Project were received and opened at 2:00 PM on Wednesday, May 11th at the District Office. Scott Hogen, Jerry Kolander, Mike Dolejs, and representatives of the two contractors were in attendance. A total of two bids were received with the following results:

Addendum					
Contractor	Base Bid	Alternate #1	Bid Security	Acknowledged	Total Bid
Javens Mechanical	\$114,812	\$ 43,950	YES	YES	\$158,762
Skogen Mechanical	\$122,800	\$ 36,500	YES	YES	\$159,300

Review of the bids indicates that both contractors met the bidding requirements and submitted valid bids. We recommend moving forward with the project with Javen's Mechanical.

Once you determine the scope of the project (base bid or base bid plus alternate), we will assist you in execution of the contract documents.

Please feel free to contact me with any questions.

Respectfully,

A handwritten signature in black ink, appearing to read 'Mike Dolejs'.

Mike Dolejs, PE
Dolejs Associates, Inc.

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

May 16, 2016

The School Board of Independent School District No. 77 met in regular session on Monday, May 16, in the Mankato Room of the Intergovernmental Center. Chair Hendricks called the meeting to order at 6:30 p.m. Members present at roll call: Judi Brandon, Kinney Eberhart, Sara Hansen, Ann Hendricks, Abdi Sabrie, Jodi Sapp and Kristi Schuck. Members absent: none

1. Schuck/Hansen approval of agenda with personnel addendum. 7-0
2. Open Forum - none.
3. Information: Recognition of Employees, All Seasons Arena Presentation, Board Member Workshop/Committee Reports.
4. Brandon/Hansen approval of Consent Agenda Items: Approval of Minutes of the May 2, 2016, regular meeting; Approval of Personnel Items; Approval of May Bills. 7-0
5. Sapp/Eberhart close ECSE to Open Enrollment. 7-0
6. Sapp/Schuck approval of All Seasons Arena Agreement. 7-0
7. Hansen/Eberhart approval of low bid for East High water pipe replacement. 7-0
8. Sapp/Eberhart adjournment at 7:23 p.m. 7-0.

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.