

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

May 7, 2018

The School Board of Independent School District No. 77 met in regular session on Monday, May 7, 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, Sara Hansen, Ann Hendricks, Abdi Sabrie, Jodi Sapp, Kristi Schuck and Darren Wacker. Absent: none

Ms. Schuck made a motion, and Ms. Sapp seconded, approval of the agenda together with a Personnel Addendum and moving the acceptance of Educare Grants to right after Open Forum. The motion carried on a 7-0 voice vote.

Open Forum: No one wished to speak.

Shannon Beal, Chair of the Educare Grants Committee, reviewed the grants and requested Board approval. A motion was made by Ms. Hansen and seconded by Ms. Schuck to approve the following grants as presented. The motion carried on a 7-0 voice vote.

West Electronic Instrument Ensemble, West High School
Amount Requested: \$28,803; Amount Recommended: \$28,803

Get Fit, Stay Fit, 8 remaining elementary schools
Amount Requested: \$32,473; Amount Recommended: \$32,473

Vinyl Cutters for FabLabs, East & West High Schools
Amount Requested: \$3,890; Amount Recommended: \$3,890

MakerSpace, Remaining Elementary Schools
Amount Requested: \$17,229; Amount Recommended: \$17,229

Information Reports: Long Term Facilities Maintenance Timeline presented by Scott Hogen and Tom Sager.

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

Approval of Minutes of the April 16, 2018, regular Board meeting.

Personnel:

APPOINTMENTS (NON-AFFILIATED)

Tia Dupont - Aquatics and Wellness Specialist with Community Education and Recreation beginning May 10, 2018. This is a full-time, 12-month Non-Affiliated position with an annual salary of \$39,520, prorated to \$5,624 for 37 days for 2017-18. She will be eligible for Category I benefits.

Katie Gag - Assistant Director of Early Learning beginning July 1, 2018. This is a full-time, 12-month Non-Affiliated position with an annual salary of \$98,505 and she will be eligible for Category III benefits.

Darcy Stueber - Director of Food Services beginning May 21, 2018. This is a full-time, 12-month Non-Affiliated position with an annual salary of \$80,000, prorated to \$9,231 for 30 days for 2017-18. She will be eligible for Category III benefits.

APPOINTMENTS (INSTRUCTIONAL)

Blake Altermatt - Long Term Substitute for Jessica Buttell at Prairie Winds Middle School beginning May 2 and ending June 1, 2018. He will be placed at step 1 of the B lane on the Teachers Association salary schedule.

Mykel Carlson - Full-time (1.00 FTEs) Elementary Physical Education Teacher, location to be determined, beginning August 27, 2018 for the 2018-19 school year. She will be placed at step 1 of the B lane on the Teachers Association salary schedule contingent upon licensure.

Erin Guse - Full-time (1.00 FTEs) Grade 4 Teacher at Hoover Elementary School beginning August 27, 2018 for the 2018-19 school year. She will be placed at step 1 of the B lane on the Teachers Association salary schedule.

Rebecca Haley - Long Term Substitute Teacher for Brittany Wick at Franklin Elementary School beginning May 4 and continuing through June 4, 2018. She will be placed at step 2 of the B lane on the Teachers Association salary schedule.

TerRon Lee - Full-time, 1.00 FTEs English Teacher at Central High School beginning August 27, 2018 for the 2018-19 school year. He will be placed at step 2 of the B lane on the Teachers Association salary schedule.

The following will be teachers in the Transitioning Camp 2018 at Dakota Meadows Middle School from July 16 - July 18, 2018 - First Session and Second Session August 6 - August 8, 2018. They will be compensated according to their placement on the Teachers Association salary schedule.

First Session

Wendi Ringhofer

Matt Ringhofer and Leah Anderson (Counselors)

Second Session

Amy Cole, Wendi Ringhofer
Matt Ringhofer (Counselor)

The following will be teachers in the Summer School Program at Dakota Meadows Middle School beginning June 5 and ending June 29, 2018. They will be compensated according to their placement on the Teachers Association salary schedule.

Dustin Buttell, Nate Hebeisen

APPOINTMENTS (NONINSTRUCTIONAL)

Angela Hiller - NonClassroom (Lunchroom) Paraprofessional at Dakota Meadows Middle School for 2.5 hours per day/5 days per week from May 4, 2018 through June 1, 2018. She will be compensated at the rate of \$12.36 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Kaylee Hillmer - ACES Site Supervisor at Eagle Lake Elementary School beginning May 1, 2018. Her assignment will be for 3 hours per day/5 days per week for the month of May and then 8 hours per day/5 days per week for the summer program. She will be compensated at the rate of \$12.15 per hour.

Dawn Kutil - Transfer from Attendance/Assistant Principal Secretary at East High School to Secretary to the Principal at Prairie Winds Middle School beginning May 7, 2018. This is a full-time, 12-month position with a 251-day work year plus 10 paid holidays. She will be placed at classification B22, current step of the Educational Secretaries Association salary schedule.

Cheri Maes - Receptionist at West High School beginning May 7, 2018. This is a full-time, 8-hour per day position with a 190-day work year plus 5 paid holidays. She will be placed at classification A13, step 2 of the Educational Secretaries Association salary schedule.

Doug Pearson - Transfer from 4-Hour to full-time, 8-Hour Evening Custodian at Roosevelt Elementary School beginning May 1, 2018. He will be placed at his current classification and step on the Maintenance and Custodial Association salary schedule.

Kirsten Peters - NonClassroom (Playground) Paraprofessional at Monroe Elementary School for 1 hour 55 minutes /5 days per week beginning May 7 through June 1, 2018. She will be compensated at the rate of \$12.36 per hour.

CONTRACT ADJUSTMENTS (INSTRUCTIONAL)

Meghan Eberhart - Correct placement on the Teachers salary schedule to step 10 of the M+30 lane beginning with the 2018-19 school year.

CONTRACT ADJUSTMENTS (NONINSTRUCTIONAL)

Sara Brave Heart - Correct hourly rate of pay to \$12.36 per hour beginning September 11, 2017.

Mahamed Hassan - Change in NonClassroom/Special Education Paraprofessional assignment to NonClassroom (Lunchroom) Paraprofessional for 2.5 hours per day/5 days per week and Special Education Paraprofessional for 3.25 hours per day/5 days per week for a total of 5.75 hours per day/5 days per week beginning May 7 and ending June 1, 2018.

Helen Healy - Increase in Clerical/POS assignment at Roosevelt Elementary School from 3 hours per day to 3.25 hours per day/5 days per week Clerical and 1.5 hours per day/5 days per week POS for a total of 4.75 hours per week beginning September 7, 2017.

Stephanie Johnston - Correct hours for her Assistant Teacher with Lincoln Logs Learning Center assignment from 7 hours per day/4 days per week to 6 hours per day/4 days per week beginning August 21, 2017.

Rose McGregor - Transfer from Nurse Floater to Health Assistant at Washington Elementary School for 6.5 hours per day/5 days per week beginning September 4, 2018. Her hourly rate will remain the same.

Lauren Sylvester - Transfer from ACES Assistant Supervisor to ACES Site Supervisor at Bridges Community School beginning May 1, 2018. She will be compensated at the rate of \$11.90 per hour.

Lori Townsend - Change in Special Education Paraprofessional assignment to 1 hour per day/5 days per week as Special Education LifeSkills Paraprofessional at the rate of \$14.99 and 5.75 hours per day/5 days per week as Special Education Paraprofessional at the rate of \$12.36 per hour beginning May 7 and ending June 1, 2018.

Kelly Westmark - Change in Special Education assignment to 3.75 hours per day/5 days per week as Special Education LifeSkills Paraprofessional at the rate of \$15.36 and 3 hours per day/5 days per week as a Special Education Paraprofessional at the rate of \$12.73 per hour beginning May 7 and ending June 1, 2018.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Zachary Blasing, Special Education Teacher at Futures, has requested a leave under the provisions of the Family Medical Leave Act commencing on September 4 and ending October 5, 2018.

Michelle Doering - MAPS PreSchool Teacher, has requested a leave under the provisions of the Family Medical Leave Act commencing on August 31 and ending November 26, 2018.

Ashley Hawker - Revise Board approved leave to begin on or about May 18 and continuing through September 14, 2018.

Dustin Julius, Health/PE Teacher at Prairie Winds Middle School, has submitted a request for a leave under the provisions of the Family Medical Leave Act commencing on December 3 and ending February 4, 2019.

Neil Paarmann, a teacher currently on Board approved leave, has requested an extension of his leave through the 2018-19 school year.

Lynette Rohlfing, Early Childhood Special Education Teacher at Kennedy Elementary School, has requested a leave under the provisions of the Family Medical Leave Act commencing on April 9 and ending May 3, 2018.

Kristen Toner, DAPE Specialist, has requested a leave under the provisions of the Family Medical Leave Act commencing on May 15 and ending June 1, 2018.

Brittany Wick - Revise dates of Family Medical Leave to begin on or about May 14 and continue through the end of the 2017-18 school year.

Rebecca Zenk, Special Education Teacher at West High School, has submitted a request for a leave under the provisions of the Family Medical Leave Act commencing on August 27 and ending October 25, 2018.

REQUESTS FOR LEAVE (NONINSTRUCTIONAL)

Laura Kleiman, Special Education Paraprofessional at Washington Elementary School, has submitted a request for a leave under the provisions of the Family Medical Leave Act commencing on May 9 and ending May 17, 2018.

RESIGNATIONS (NON-AFFILIATED)

Dale Engman - Instructional Technology Coordinator. His last date of employment will be June 30, 2018.

Andrea Greenwald - ACES School Age Child Care Coordinator. Her last date of employment will be May 9, 2018.

RESIGNATIONS (INSTRUCTIONAL)

Jill Hall - Special Education Teacher at Washington Elementary School, effective at the end of the 2017-18 school year.

Melissa Nelson - PreSchool Teacher with the Early Learning Program. Her last date of employment will be June 1, 2018.

Angie Petersen - Teacher on Board approved leave, effective at the end of the 2017-18 school year.

Abigail Thein - Special Education Teacher at Rosa Parks Elementary School, effective at the end of the 2017-18 school year.

RESIGNATIONS (NONINSTRUCTIONAL)

Courtney Adair - ACES Child Care Assistant. Her last date of employment will be May 4, 2018.

Ashley Anderson - Special Education Behavior Intervention Paraprofessional at Kennedy Elementary School, effective at the end of the 2017-18 school year.

Sierra Boswell - Special Education Paraprofessional at the Early Childhood Center. Her last date of employment will be May 24, 2018.

Patrick Clark - Behavior Intervention Paraprofessional at East High School. His last date of employment will be June 1, 2018.

Tiana Dixon - ACES Child Care Assistant. Her last date of employment was May 4, 2018.

Charles Erickson - ACES Child Care Assistant. His last date of employment was May 4, 2018.

Sydney Finnesgard - ACES Child Care Assistant. Her last date of employment will be May 9, 2018.

Lily Follansbee - ACES Child Care Assistant. Her last date of employment was January 5, 2018.

Daniel Greenwood - Special Education LifeSkills Behavior Intervention Paraprofessional at Dakota Meadows Middle School. His last date of employment will be June 1, 2018.

Angela Hiller - Special Education Paraprofessional at Bridges Community School. Her last date of employment was May 2, 2018.

DayLynn Klein - ACES Child Care Assistant. Her last date of employment will be May 31, 2018.

Kendra Lange - NonClassroom (Playground) Paraprofessional at Washington Elementary School. Her last date of employment will be May 2, 2018.

Barbara Lindsay, Second Cook at Washington Elementary School, has submitted her resignation for purposes of retirement. Her last date of employment will be June 8, 2018.

Emma Marko - ACES Child Care Assistant. Her last date of employment will be May 30, 2018.

Rose McDonald - ACES Child Care Assistant. Her last date of employment was May 4, 2018.

Amanda Melnychuk - ACES Child Care Assistant. Her last date of employment was April 26, 2018.

Sean O'Rourke - ACES Child Care Assistant. His last date of employment will be May 11, 2018.

Mohamed Omar - ACES Child Care Assistant. His last date of employment was May 4, 2018.

Jacob Rachuy - ACES Child Care Assistant. His last date of employment will be May 16, 2018.

Amanda Reasor - Special Education Paraprofessional, Early Learning. Her last date of employment will be May 25, 2018.

Preston Reinarts - Evening Custodian at Rosa Parks Elementary School. His last date of employment will be May 15, 2018.

Anna Ruel - 4-Hour Evening Custodian at Washington Elementary School. Her last date of employment will be June 4, 2018.

Nicole Schoen - ACES Child Care Assistant. Her last date of employment will be May 17, 2018.

Robin Staloch - Special Education LifeSkills Behavior Intervention Paraprofessional. Her last date of employment May 6, 2018.

Morgan Urness - ACES Child Care Assistant. Her last date of employment was May 3, 2018.

Lindsay Veenendal - ACES Child Care Assistant. Her last date of employment will be May 17, 2018.

Alexander Welter - Special Education Paraprofessional at East High School, effective at the end of the 2017-18 school year.

Rebecca Willette - RN/Health Assistant at Hoover Elementary School. Her last date of employment will be May 11, 2018.

Emily Wilson - Special Education Paraprofessional at Eagle Lake Elementary School. Her last date of employment will be May 24, 2018.

Sarah York - ACES Child Care Assistant. Her last date of employment was May 1, 2018.

The following gifts have been received by the School District:

Industrial Fabrication Services donated steel valued at \$150 to East High to be used for welding practice.

Dunkin Donuts donated certificates valued at \$87.20 to the Family and Community Engagement Office for the 2018 Outstanding Volunteer Awards.

East High Vex Robotics received the following donations:

- \$175 from Minnesota State University Mankato
- \$500 from Lake Washington Improvement Association
- \$1,000 from Matt and Jennifer Mangulis

West High Vex Robotics received the following donations:

- \$50 from Jon Gaalswyk
- \$50 from Barbara Langworthy
- \$100 from Suzanne Froelich

West High Prom received the following donations:

- \$100 from Timeless Interiors
- \$100 from MinnStar Bank
- \$50 from North Mankato Firefighters Relief Association

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 7-0 voice vote.

Below are the renewal rates for the self-insured dental program as determined by Delta Dental and the District's Employee Insurance Committee. This represents 3% increase to dental rates for the 2018-19 year.

Single	\$34.00
Family	\$85.00

A voluntary dental program has been 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 6/30/20, and will remain at current levels.

Single	\$34.32
Single + 1	\$70.42
Family	\$113.20

The 2018-2019 Dental Program rates shown above were approved on a motion by Ms. Schuck and second by Ms. Hansen. The motion carried on a 7-0 voice vote.

Mankato Area Public Schools received notice from Blue Cross and Blue Shield of Minnesota (BC/BS) of an overall rate increase of 5.4% to the District's employee

health insurance plans for the 2018-2019 school year. The monthly rates will be as follows:

<u>PLAN</u>	<u>SINGLE</u>	<u>FAMILY</u>
Basic +	\$979.50	\$2639.00
Double Gold	\$1097.00	\$2904.50
\$750 CMM	\$788.00	\$2077.50
\$3250 CDHP	\$666.00	\$1759.50
\$6350 CDHP	\$530.00	\$1400.00

Mr. Wacker made a motion, seconded by Mrs. Brandon, to approve the 2018-19 employee health insurance renewal rates as recommended by the administration and employee insurance committee. The motion carried on a 7-0 voice vote.

In 2016, bids were solicited for the District's Long-Term Disability insurance program. Madison National Life Insurance Company submitted a bid for .25% of covered payroll with a three-year rate guarantee. At that time, the school board approved the proposed rates on a three-year commitment. The administration on behalf of the District's Employee Insurance Committee recommended continuing this insurance program and entering the third year of a three-year rate. A motion was made by Ms. Schuck, seconded by Ms. Sapp, to continue the disability insurance program as recommended. The motion carried on a 7-0 voice vote.

On April 26, 2018, three bids were received for the 2018 East High School HVAC Upgrades Project. The administrative team and Dolejs Associates Inc., our professional engineering firm, recommended that the bid as submitted by Skogen Mechanical in the amount of \$172,300.00 be accepted by the School Board. A summary of the bids received is on page _____. Ms. Hansen made a motion to approve the bid as recommended. The motion was seconded by Ms. Schuck 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 6:08 p.m., on a 7-0 voice vote.

Clerk _____

Attest:

Chairperson _____

April 30, 2018

Da
Dolejs Associates, Inc.
Consulting Engineers

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: 2018 East High School HVAC Upgrades Project Bid Results

Dear Scott,

Bids for the 2018 East High School HVAC Upgrades Project were received and opened at 2:00 PM on Thursday, April 26, 2018 at the District Office. Scott Hogen, Mike Dolejs, and representatives of the three contractors were in attendance. A total of three bids were received with the following results:

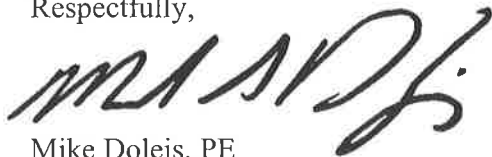
Contractor	Base Bid	Alternate #1	Bid Security	Addendum	Total Bid
				Acknowledged	
Skogen Mechanical	\$156,300	\$16,000	YES	YES	\$172,300
Schwickerts	\$192,890	\$17,375	YES	YES	\$210,265
Malterer Mechanical	\$201,900	\$16,180	YES	YES	\$218,080

Review of the bids indicates that all three contractors met the bidding requirements and submitted valid bids. We have contacted the low bidder and have received confirmation that they do not have any issues with their bid. We recommend moving forward with the project with Skogen 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,



Mike Dolejs, PE
Dolejs Associates, Inc.

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

May 7, 2018

The School Board of Independent School District No. 77 met in regular session on Monday, May 7, 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, Sara Hansen, Ann Hendricks, Abdi Sabrie, Jodi Sapp, Kristi Schuck and Darren Wacker. Absent: none

1. Schuck/Sapp approval of agenda with personnel addendum and moving Educare Grant approval to beginning of agenda. 7-0
2. Open Forum - none
3. Hansen/Schuck approval of Educare Grants. 7-0
4. Information: Long-Term Facilities Maintenance Timeline
5. Wacker/Sapp approval of Consent Agenda Items: Approval of Minutes of the April 16, 2018, regular meeting; Personnel. 7-0
6. Brandon/Schuck acceptance of gifts and grants. 7-0
7. Schuck/Hansen approval of rates for 2018-19 dental programs. 7-0
8. Wacker/Brandon approval of 2018-19 employee health insurance renewal rates. 7-0
9. Schuck/Sapp approval of 2018-19 employee disability insurance renewal. 7-0
10. Hansen/Schuck approval of East High HVAC Upgrade bid. 7-0
11. Sapp/Hansen adjournment at 6:08 p.m. 7-0

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

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.