AGENDA
Independent School District No. 77
Mankato, MN 56001

Monday, August 13, 2018 - 5:00 p.m.
Intergovernmental Center - Mankato Room

Greeters: Supt. Sheri Allen and Board Member Darren Wacker

1. CALL TO ORDER AND ROLL CALL (5:00 P.M.)

2. APPROVAL OF AGENDA (5:00 P.M.)

3. OPEN FORUM (5:05 P.M.)

4. INFORMATION (5:15 P.M.)

   A. Public Safety Partnership Report

   B. Summer Programming Report

   C. Board Member Workshop/Committee Reports

5. CONSENT AGENDA (5:50 P.M.)

   A. Approval of Minutes of July 9, 2018, Regular Meeting

   B. Approval of August Bills

   C. Personnel

      1. Personnel - Addendum

   D. Board Member School Assignments for 2018-2019

   E. Renewal of Membership in the Minnesota State High School League

F. Renewal of Membership in the Minnesota School Boards Association

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

A. Acceptance of Gifts and Grants

B. Ratification of 2018-20 Agreement with the District 77 Food Service Workers Association

C. Payable 2019 Tax Levy Hearing Date

D. Act on McGinnis Chemical Health Services, LLC Contract for 2018-19

E. Act on 2018-2019 Employee Life Insurance Renewal

F. Act on Revised Adult 2018-2019 Breakfast/Lunch Prices

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

School Board Members for 2018

Ann Hendricks, Chair
133 Ichabod Lane
Mankato, MN 56001
Phone: 507-351-7503
E-Mail: ahendr1@isd77.org
Term Ends December 31, 2019

Jodi Sapp, Vice-Chair
20588 Old State Highway 66
Mankato, MN 56001
Phone: 507-351-6597
E-Mail: jsapp1@isd77.org
Term Ends December 31, 2021

Judi Brandon, Treasurer
10 Crown Hill Lane
Mankato, MN 56001
Phone: 507-387-4945
E-Mail: jbrand1@isd77.org
Term Ends December 31, 2019

Sara Hansen, Clerk
2034 Sundance Lane
North Mankato, MN 56003
Phone: 507-469-1414
E-Mail: shanse1@isd77.org
Term Ends December 31, 2019

Kristi Schuck
730 S. Broad Street
Mankato, MN 56001
Phone: 507-382-4951
E-Mail: kschuc1@isd77.org
Term Ends December 31, 2021

Darren Wacker
312 Tranquility Trail
Mankato, MN 56001
Phone: 507-340-4708
E-Mail: dwacke1@isd77.org
Term Ends December 31, 2021

Abdi Sabrie
537 Linda Drive
Eagle Lake, MN 56024
Phone: 507-654-0036
E-Mail: asabri1@isd77.org
Term Ends December 31, 2019

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

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 3-5 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 will terminate the speaker's privilege of address if, after being called to order, he/she persists in improper conduct or remarks.

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

Visit our Web Site at www.isd77.org

School Board Meeting Agendas and Minutes can be found at www.isd77.org/page/4677

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. Improving learning and development for ALL students

B. Strengthening our welcoming, connecting and partnership

C. Increasing student readiness for life options after graduation

D. Optimizing our management of all types of resources

E. Developing our staff's capacity, skills and accountability

Revision 7-1-18

School Board Regular Meeting **4.A.**

Meeting Date: 08/13/2018

Prepared By: Heather Mueller, Director of Teaching and Learning

Item Type: Information

Subject:

Public Safety Partnership Report

Background:

Director of Public Safety Todd Miller and School Resource Officers will provide the Public Safety Partnership Report to the School Board.

Recommended Action:

N/A

Attachments

Presentation

City of Mankato/DPS and ISD 77 - Partnership in Preparedness

AUGUST 13TH, 2018

Active Violence Active Shooter (AVAS)

- AVAS Mission Statement:
  - ***Save lives by enhancing community preparedness and law enforcement's ability to respond to and stop incidents of active violence while conscientiously integrating the response of fire an medical personnel.***
- Local Agencies
  - Train on the same concepts (pre-requisite training)
  - Multi-agency exercises
  - Multiple discipline exercises (Law, EMS, Fire, etc.)

History of AVAS Response by Law Enforcement

- Pre-Columbine – Form a perimeter and call out the Tactical Team
  - Columbine occurs and incident goes on for nearly an hour on live TV
  - The term "Active Shooter" is created
- Call for change in Law Enforcement response
  - Unique response from law enforcement is created
  - AVAS incident times drop to 3-5 minutes with adoption of new response
  - Tactical response is created to neutralize threat, secure corridor and provide medical aid to injured quickly

City of Mankato/DPS and ISD 77 Partnership in Preparedness

- Ongoing communication between City of Mankato – Department of Public Safety and District 77 staff
  - Assist with lockdown drills
  - Security walkthroughs at District 77 schools reference improved security
- Organized training events have occurred with ISD 77 staff and schools:
- Large scale training exercises:
  - Franklin Elementary – August 2017
    - Focused on Officer Tactics, Neutralizing Threat, Establishing Secure Corridor and Victim Removal
  - Washington Elementary – July 2018
    - Focused on Establishing Secure Corridor, Incident Command, Unified Command, Realistic Staging and creating a safe Casualty Collection Point

MDPS & District 77 – In The News

City of Mankato/DPS and ISD 77 Partnership in Preparedness

- Tabletop Training Exercises
  - Multidisciplinary Event– June 2018
    - Over 100 attendees including representatives from:
      - ISD 77 Administration
      - City of Mankato Admin
      - Local, State and Federal Law Enforcement
      - Fire and EMS
      - MCHS
  - ISD 77 Staff Training Event – August 2018
    - Requested by ISD 77 after June Exercise
- Workplace Violence Lecture
  - ACES Staff – June 2018
- MN School Safety Center Presentation – February 2018

Takeaways from ISD 77 Trainings

- Maps in squad cars and Dispatch for all ISD 77 schools.
- Building access for all MDPS officers
- Importance of building familiarization
- Communication tools in all ISD 77 schools via Homeland Security Emergency Management Grant
  - Training provided to Admin and office staff on the EDU talk group.
- Continue to build on previous trainings.
- Evacuation strategies
- Reunification sites and protocol
- Long-term planning following an event (Security, mental health needs, etc.)
- Appropriate community notification through Public Information

What's Next?

- Meeting with ISD 77 Administration to develop and implement student/staff accountability notification system.
  - This system will allow law enforcement to quickly assess all rooms in the building and identify potential issues quickly.

School Board Regular Meeting **4.B.**

Meeting Date: 08/13/2018

Prepared By: Heather Mueller, Director of Teaching and Learning

Item Type: Information

Subject:

Summer Programming Report

Background:

Scot Johnson, Sarah McMonagle, Darcy Stueber, Katie Gag, and Betty Alders will present the Summer Programming Report to the School Board.

Recommended Action:

N/A

Attachments

Presentation

Summer Academics
Report to the School Board

Elementary Summer School, Learning in Deed,
Pre K–12 Extended School Year (ESY), and
Secondary Summer School

8/13/18

Summer Programming Schedule

Elementary Summer School and Learning in Deed Program dates: July 9 – August 2, 2018

Extended School Year Program Dates: June 18–28, July 30–August 9, 2018

Birth through Age 2 Summer Dates (6 weeks): June 18–29, July 16–27, August 6–17, 2018

Enrollment Data

Program Title	Number of students registered	Average Daily Attendance (excluding students who dropped)
Reading	452	85%
Math	128	78%
Learning in Deed	37	82%
English Learners	53	88%
TOTAL	670	84%

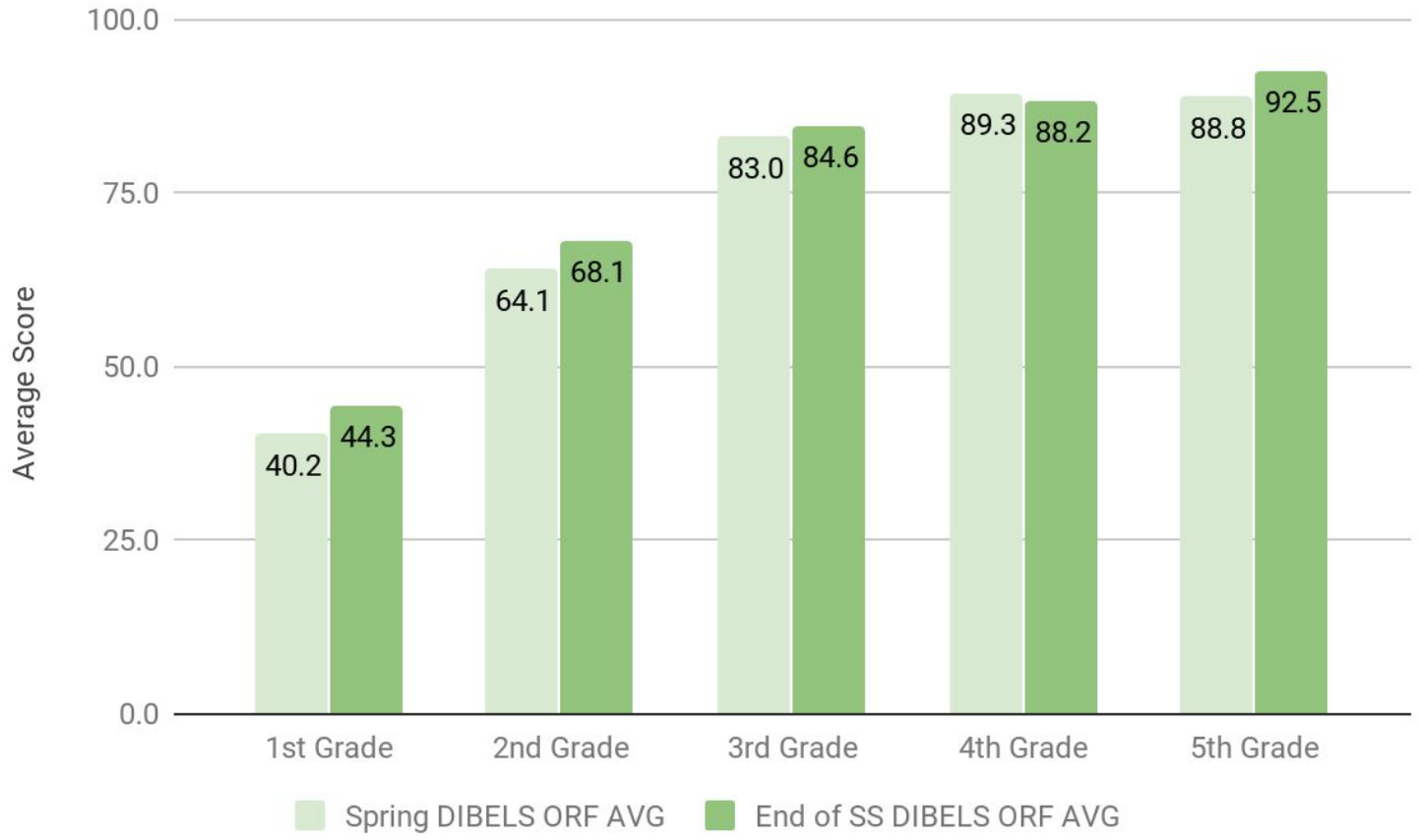
Reading Academy Vision

- Reading Academy is a **Targeted Intervention** to close the achievement gap for our students not at grade level and to prevent the "summer dip" in achievement that often widens the gap.
- Our primary goal is to **target** student's specific reading **needs** to ensure they have the skills necessary to be successful in **Core** instruction.

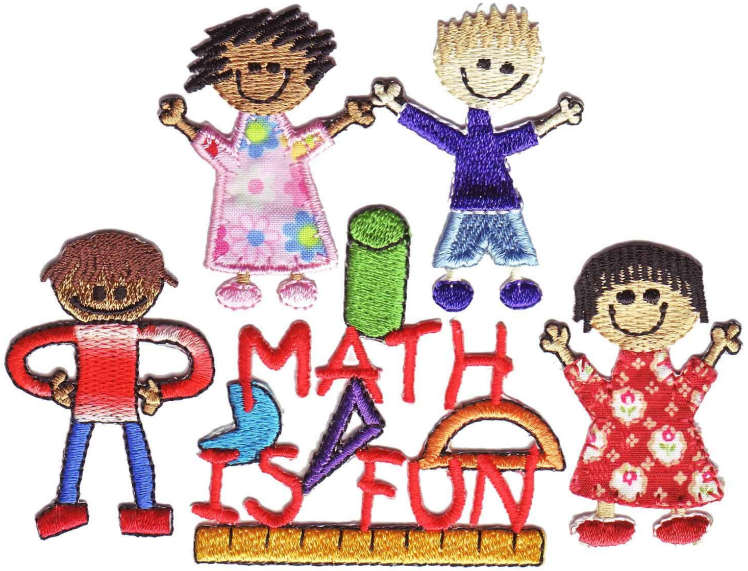
Reading Academy Kindergarten DIBELS 2018 Data

PSF = Phoneme Segmentation Fluency
NWF = Nonsense Word Fluency
CLS = Correct Letter Sounds

Reading Academy DIBELS 2018 Data Oral Reading Fluency



ORF = Oral Reading Fluency



Math Academy

The goal of Summer Math Academy is to help students build confidence in their mathematical abilities and improve their overall math skills.

Math Academy Curriculum

Math Academy 2018

Building Fact Power

Vocabulary

Computation

Math Academy 2018 Data
All Students: Grades 2–5

Pretest (% correct)	Post-test (% correct)
45%	**74.4%**

Pre / Post Tests Focused on: Number Sense, Basic Facts (Multiplication / Division), Fractions, Beginning Algebra, Multi-Step Problem Solving

EL 2018 Program Summaries

Instruction focused on language acquisition skills and the MN reading standards. Specific areas of focus in reading were: main idea and details of nonfiction texts, summarizing, comparing and contrasting nonfiction texts, and identifying story elements and analyzing characters with fiction.

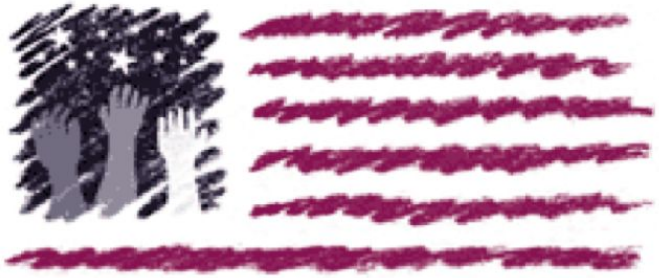
2018 Elementary School Program Highlights

- New Summer Reading Academy Curriculum – Summer "LitCamp" Welcome to LitCamp
- EL Liaisons Assisting with Transportation on Day One and Assisting in EL Classrooms
- Bridges Site due to Monroe Construction
- Expanded Summer School Website
  - http://www.isd77.org/page/4663

EL GRADE LEVEL ASSESSMENTS
Source: Reading A-Z

AVERAGE STUDENT SCORE (PRE-TEST)	AVERAGE STUDENT SCORE (POST-TEST)
14.6	**19.3**

LEARNING•IN•DEED



Making a difference through SERVICE-LEARNING

Engages students in community–based service projects while strengthening their basic academic needs. It always includes a strong reflective component where students utilize higher order thinking skills

2018 Service Projects:

*Ronald McDonald House Car Wash

*E.C.H.O Food Drive

*Pay it Forward/ Random Acts of Kindnes

*Secret Mission of Kindness

*Planted flowers for Primrose Residents

*Picked up garbage at Franklin Elementary

RMHC

PRIMROSE

echo food shelf

Academics

* Online Research
* Writing friendly letters
* Reading Fluency and Comprehension
* Teamwork/ Social Skills
* Leveled reading passages (Readtheory.org)
* Real world math problems
* IXL Math, Prodigy
* Task completion skills
* Positive thinking
* MyOn Reader
* Making Predictions
* Fractions
* Used data to create bar graphs
* High frequency words

Learning in Deed
Student Reflections
And Academics
Summer 2018

Student Reflections

I learned that “I can” if I try.

I can make friends best if I can have a connection, like I do with Jaxon.

I learned that one little thing can change our community.

My math speed is faster now.

I learned about Paying It Forward.

I improved in math, helping the community, and reading.

I learned that giving can be fun.

Mr. Winning's Learning In Deed Newsletter
Week of July 30-August 2

This Week:

Reading- We will reivew main idea and sequencing, and focus on text structure and features.

Math- We will continue improving our math fact practice and using word problems involving addition, subtraction, multiplication, and division to solve multi-step word problems.

Writing- We will create signs for our carwash, write kind sayings on sidewalks, and reflect and journal about our experiences.

Service Learning- Service learning is volunteering or helping out in your community. This week we will have our carwash fundraiser on Tuesday the 31st.

Highlights on the Horizon:

On Tuesday please make sure that your child brings an extra set of clothes in case they get theirs wet during our carwash. This is our last week of LearningIn Deed!

If you have any questions or concerns please feel free to contact me at pwinni1@isd77.org Please remember to send a note with your student if for some reason they will not be getting home their usual way. Also, if you student is going to be absent or is going to stay home sick please let me know!

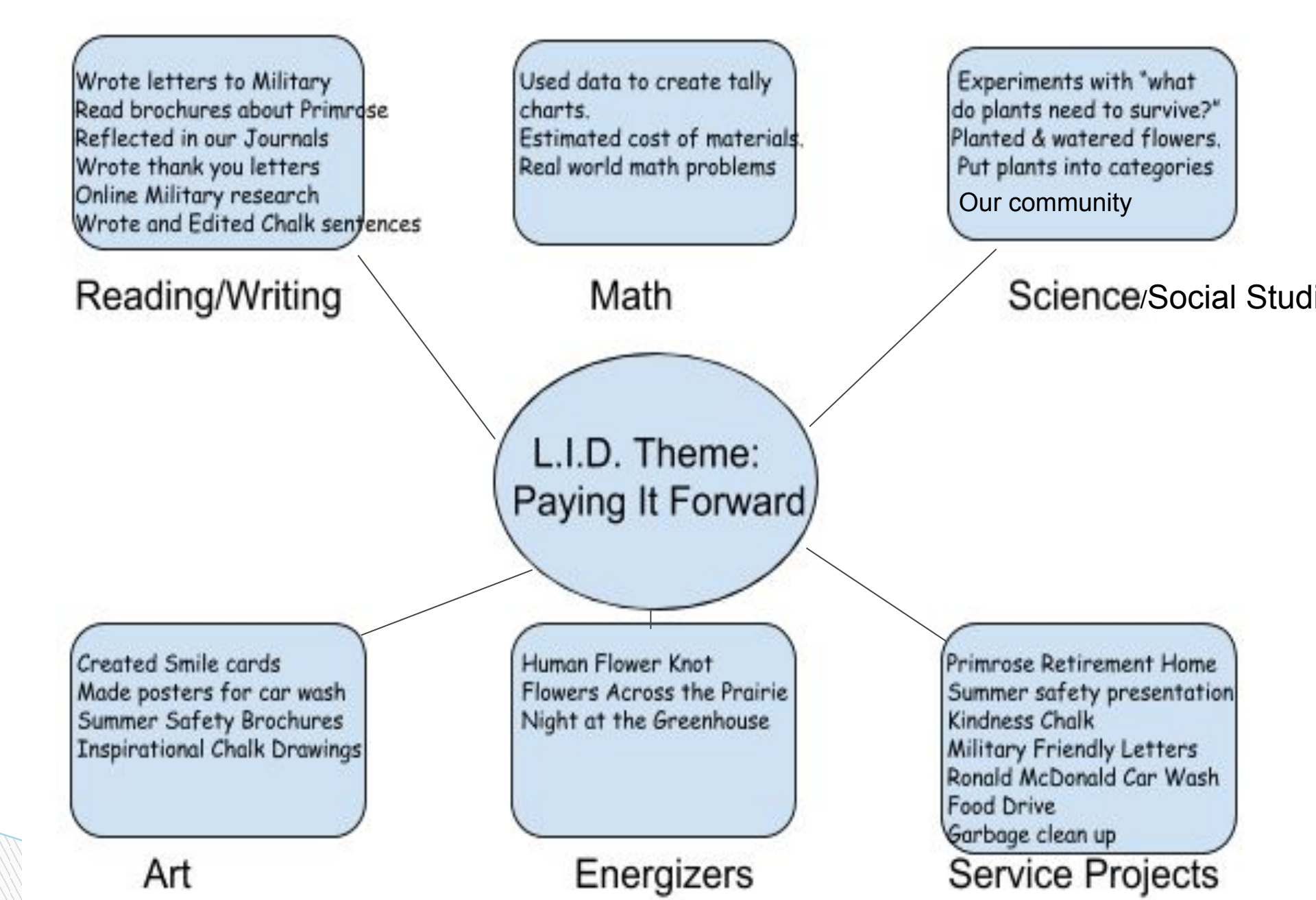
This Week:

Reading- We will work on finding the main idea and supporting details of a passage.

Math- We will work on counting money and finding change. We will use word problems to solve real world scenarios using money on IXL to continue practicing these skills individually.

Writing- We will review the writing process and specifically focus on how to write letters.

Service Learning- Service learning is volunteering or helping out in your community. Last week we decided on a few service learning projects which include planting flowers and delivering them to a retirement home, decorating school sidewalks with kind sayings,


Wrote letters to Military
Read brochures about Primrose
Reflected in our Journals
Wrote thank you letters
Online Military research
Wrote and Edited Chalk sentences
Reading/Writing
Used data to create tally charts.
Estimated cost of materials.
Real world math problems
Math
Experiments with "what do plants need to survive?"
Planted & watered flowers.
Put plants into categories
Our community
Science/Social Studi
L.I.D. Theme:
Paying It Forward
Created Smile cards
Made posters for car wash
Summer Safety Brochures
Inspirational Chalk Drawings
Art
Human Flower Knot
Flowers Across the Prairie
Night at the Greenhouse
Energizers
Primrose Retirement Home
Summer safety presentation
Kindness Chalk
Military Friendly Letters
Ronald McDonald Car Wash
Food Drive
Garbage clean up
Service Projects

Extended School Year (ESY)

What is ESY?

- ESY refers to special education services that are provided to a student with a disability beyond the normal school year of the district.

- School districts are required to provide ESY services to a student if the IEP team determines the services are necessary during a break in instruction to provide FAPE.

Qualifying Factors Considered

1. Prior observation of the student's regression and recoupment over the summer.
2. Observation of the student's tendency to regress over extended breaks in instruction.
3. Experience with other pupils with similar instructional needs
4. Student's progress and maintenance of skills during the regular school year.
5. Student's degree of impairment
6. Student's rate of progress
7. Student's behavioral and physical problems

Extended School Year Attendance

- Early Intervention Services (Birth–Age 2) – 87 students
- Early Childhood (ages 3–5)
  - Camp Ready Set Go – 13 students
  - Other Locations – 18 students
- Elementary – 144 students
- Middle School – 39 students
- High School – 31 students

80.54% average daily attendance

(excluding Birth–2, including students who showed up for at least one day)

Location of ESY Services

Birth through 2 Years:

- Student's home or childcare setting

Camp Ready Set Go and Voluntary Pre-K:

- 4 sites – Early Childhood Center, Franklin, Kennedy, Rosa Parks

PreK-Age 21:

- 13 sites – Early Childhood Center, Futures, DMMS, PWMS, West, East, Rosa Parks, Washington, Franklin, Monroe, Eagle Lake, Roosevelt, Kennedy

Purpose of Extended School Year

A student is eligible for ESY if they meet the requirements under one of the following categories:

- Regression/Recoupment
- Self-Sufficiency
- Unique Needs

Purpose of Extended School Year

Regression/Recoupment:

–"Regression" refers to the significant decline in the performance of a skill or acquired knowledge, specified in the annual goals as stated in the child's IEP that occurs during a break in instruction.

–"Recoupment" refers to a child's ability to regain the performance of a skill or acquired knowledge to approximately the same level of performance just prior to the break in instruction.

–Data must be collected in order to determine recoupment or regression over a break in instruction.

Purpose of Extended School Year

Self-Sufficiency:

- "Self-sufficiency" refers to the functional skills necessary for a pupil to achieve a reasonable degree of personal independence as typically identified in the annual IEP goals for a child requiring a functional curriculum
- Any disability category may qualify for self-sufficiency
- Functional goals in the student's IEP
  - Basic communication
  - Impulse control
  - Personal hygiene
  - Physical mobility/muscular control
  - Basic self-help, including toileting, eating/feeding, dressing
  - Functional academics

Purpose of Extended School Year

Unique Needs:

- Given the student's unique need(s) the IEP team determines if ESY services are necessary to insure the student receives a Free Appropriate Public Education
- Examples:
  - A student hasn't shown regression but may be learning a new skill
  - Medical leave from school/Extended absenteeism
  - Continued low achievement scores but no regression over breaks

Transportation

Students are transported to/from school by:

- Palmer Bus Company: providing curb to curb transportation
- AMV: students with medical needs
- Parent

Mankato Area Learning Center

The Mankato Area Learning Center provides an alternative educational opportunity for students in **grades 9-12 & 12+**.

The purpose of the summer program is to provide students who have not been successful in a regular school program the opportunity to regain credit that was lost during the regular school calendar. The goal of the program is to help students become competent in academic, social, and life skills that are necessary to live and work as a responsible citizen.

Credits earned toward graduation are transferred to each student's home high school where the diploma will be granted.

Mankato Area Learning Center
Summer School Program

- Program dates: Monday– Friday
  June 11 – 29 and July 9 – 27
- 9:00–12:00
- Location: Lincoln Community Center and WHS
- Courses: Geometry, Algebra IIA & IIB
  English 9, 10 & 11
  American Studies, Human Geography
  US History & World History
  Physics, Biology & Chemistry (WHS)
  Physical Education

Mankato Area Learning Center
Summer School Program Staff

Front Row from left to right:
Dan Toegel
Chris Manteufel
Scott Klinkner
Megan Hoffman
Russ Groebner

Back Row from left to right:
Jeremy Burger
Chris Wollmuth
Tom Boone
John Bigham
Fred Berg
Dave Burgess
Becca Lee

Not Pictured:
Aaron Miller
Mike Sipe
Kim Hermer

How are we able to offer all of these courses? FLVS

FLVS is an online system which allows students to proceed at their own pace.

FLVS supports teachers in the delivery of curriculum aligned to the state standards.

Teachers can identify student strengths and individualize instruction to meet student needs.

Students are motivated when they are able to demonstrate prior knowledge and focus on the material they have yet to master.

Students are able to gain more credit in the summer school program.

CHS
MANKATO

2018 Program Highlights

- Students are referred to the Summer School Program by their School Counselor

- **179 Total Student enrollments**

- Students receiving credit earned a minimum of .50 credit
- 269 total grades posted for a total of 102.5 Credits
- Blue Earth & Nicollet County Probation Involvement
  County case workers on site each week to monitor the progress of students

Mankato Area Learning Center
Summer School Program

- Each student has a Continual Learning Plan
  This plan includes:
  - Academic Goal
  - Career Goal
  - Social Goal

- Attendance
  Vital to the program – allows students to progress through additional courses

- Lunch is served to all students

Schools / Districts Served

- Central
- Mankato East
- Mankato West
- Loyola
- Maple River
- St. Clair
- Lake Crystal
- Madelia
- Cleveland
- Kato Charter
- JWP

Summer Meals Fuel Minds

- Breakfast and Lunch provided at all Summer School Sites

- 8 – Open Sites
  - Bridges, Franklin, Hoover, Kennedy, Roosevelt, Rosa Parks, East, West

- 3 – Closed Sites
  - Eagle Lake, Washington, Prairie Winds

Thank you for your time!

School Board Regular Meeting **4.C.**

Meeting Date: 08/13/2018

Prepared By: Sheri L. Allen, Superintendent

Item Type: Information

Subject:

Board Member Workshop/Committee Reports

Background:

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

Recommended Action:

None

School Board Regular Meeting **5.A.**

Meeting Date: 08/13/2018

Prepared By: Sheri L. Allen, Superintendent

Item Type: Action

Subject:

Approval of Minutes of July 9, 2018, Regular Meeting

Background:

See attachment.

Recommended Action:

Recommend approval of the minutes and proceedings as atached.

Attachments

Minutes - July 9, 2018, Regular Meeting

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

July 9, 2018

The School Board of Independent School District No. 77 met in regular session on Monday, July 9, in the Mankato Room at the Intergovernmental Center. Chair Hendricks called the meeting to order at 5:00 p.m. Members present at roll call: Judi Brandon, Sara Hansen, Ann Hendricks, Abdi Sabrie, Jodi Sapp, Kristi Schuck and Darren Wacker. Absent: none.

Ms. Schuck made a motion, 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.

Information Reports: 2019-20 Long-Term Facilities Maintenance Plan presented by Scott Hogen and Tom Sager; Board Member Reports.

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

Approval of Minutes of the June 18, 2018, regular Board meeting.

Approval of Final June Bills totaling $6,481,660.63

Approval of July Bills totaling $388,155.48

Personnel:

APPOINTMENTS (NON-AFFILIATED)
Liv Musel-Staloch - Transfer from ABE Teacher to ABE ESL Program Supervisor beginning July 1, 2018. This is a full-time assignment with a work year of 240 days and she will be eligible for Category II benefits. The annual salary for this position will be $52,000.

APPOINTMENTS (ADMINISTRATIVE)
Christopher Rogers - Assistant Principal at East High School beginning July 9, 2018. He will be placed at Step 1 of the Principal's Association salary schedule.

APPOINTMENTS (INSTRUCTIONAL)
Felicia DeWald - Part-time, .80 FTEs Contract Substitute Art 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.

Kaitlyn Gudmundson - Full-time (1.00 FTEs) Grade 4 Teacher at Rosa Parks 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.

Hannah Loewen - Full-time, 1.00 FTEs English Teacher at Prairie Winds Middle School beginning August 27, 2018 for the 2018-19 school year. She will be placed at step 4 of the B lane on the Teachers Association salary schedule.

Renee Luedke - Full-time (1.00 FTEs) Special Education Teacher at Rosa Parks 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 contingent upon obtaining licensure.

Sean O'Connell - Full-time, 1.00 FTEs Science Teacher at East High School beginning August 27, 2018 for the 2018-19 school year. He will be placed at step 1 of the B lane on the Teachers Association salary schedule contingent upon obtaining licensure.

David Schmitt - Long Term Substitute Music Teacher for Kristin Baty at Hoover Elementary School beginning August 27 and ending December 16, 2018. He will be placed at step 7 of the B lane on the Teachers Association salary schedule.

Logan Schock - Full-time, 1.00 FTEs Spanish Teacher at Prairie Winds Middle School beginning August 27, 2018 for the 2018-19 school year. He will be placed at step 1 of the B lane on the Teachers Association salary schedule contingent upon obtaining licensure.

Darwin Silva - Full-time, 1.00 FTEs Special Education Teacher at Dakota Meadows Middle School beginning August 27, 2018 for the 2018-19 school year. He will be placed at step 1 of the B lane on the Teachers Association salary schedule contingent upon obtaining licensure.

Kyle Wirth - Full-time, 1.00 FTEs Special Education Teacher at Prairie Winds Middle School beginning August 27, 2018 for the 2018-19 school year. He will be placed at step 1 of the B lane on the Teachers Association salary schedule contingent upon obtaining licensure.

APPOINTMENTS (NONINSTRUCTIONAL)

Khadija Abdirahman - 4-Hour Custodian at Lincoln Community Center beginning July 2, 2018. She will be placed at classification A13, step 1 of the Maintenance and Custodial Workers Association salary schedule with an hourly rate of $13.99.

Kaltun Abdirahman - ACES Child Care Assistant Substitute at Hoover Elementary School beginning June 8 and ending August 24, 2018. She will be compensated at the rate of $9.90 per hour.

Taylor Burke - ACES Child Care Assistant at Roosevelt Elementary School for 30-40 hours per week beginning June 22 and ending August 24, 2018. She will be compensated at the rate of $9.65 per hour.

Walter Clark - ACES Child Care Assistant at Franklin Elementary School for 30-40 hours per week beginning June 22 and ending August 24, 2018. He will be compensated at the rate of $9.90 per hour.

Caitlin Deckard - ACES Child Care Assistant Substitute at Washington Elementary School beginning June 14 and ending August 24, 2018. She will be compensated at the rate of $10.65 per hour.

Victoriya Doheny - ACES Child Care Assistant at Rosa Parks Elementary School for 30-40 hours per week beginning June 4 and ending August 24, 2018. She will be compensated at the rate of $9.65 per hour.

Kiyai Dorsey - ACES Child Care Assistant at Bridges Community School for 30-40 hours per week beginning July 2 and ending August 24, 2018. She will be compensated at the rate of $9.65 per hour.

Megan Ellerbeck - ACES Child Care Assistant at Kennedy Elementary School for 40 hours per week beginning June 22 and ending August 24, 2018. She will be compensated at the rate of $9.65 per hour.

Leah Greenwood - ACES Child Care Assistant Substitute at Franklin Elementary School beginning June 13 and ending August 24, 2018. She will be compensated at the rate of $10.65 per hour.

Samantha Guinn - ACES Child Care Assistant at Franklin Elementary School for 30-40 hours per week beginning June 14 and ending August 24, 2018. She will be compensated at the rate of $10.15 per hour,

Aaron Hansen - ACES Child Care Assistant at Hoover Elementary School for 30-40 hours per week beginning June 21 and ending August 24, 2018. She will be compensated at the rate of $9.65 per hour.

Kawika Hashimoto - ACES Child Care Assistant at Rosa Parks Elementary School for 30-40 hours per week beginning June 21 and ending August 24, 2018. She will be compensated at the rate of $9.65 per hour.

Kelly Holmin - ACES Child Care Assistant at Bridges Community School for 40 hours per week beginning July 2 and ending August 24, 2018. She will be compensated at the rate of $10.15 per hour.

Jordan Jackson - ACES Child Care Assistant at Washington Elementary School for 30-40 hours per week beginning May 30 and ending August 24, 2018. He will be compensated at the rate of $9.65 per hour.

Brittany Jensen - ACES Child Care Assistant at Kennedy Elementary School for 40 hours per week beginning June 21 and ending August 24, 2018. She will be compensated at the rate of $9.65 per hour.

Jordyn Jones - ACES Child Care Assistant at Franklin Elementary School for 30-40 hours per week beginning June 14 and ending August 24, 2018. She will be compensated at the rate of $10.40 per hour.

Chloe Kindgren - ACES Child Care Assistant at Kennedy Elementary School for 30-40 hours per week beginning June 14 and ending August 24, 2018. She will be compensated at the rate of $9.90 per hour.

Jonathan Moore - Transfer from Special Education Paraprofessional to Behavior Support Intervention Paraprofessional at East High School for 7 hours per day/5 days per week beginning September 4, 2018. He will be compensated at the rate of $14.99 in accordance with the agreement between the District and the Minnesota School Employees Association.

Paige Nelson - ACES Child Care Assistant at Roosevelt Elementary School for 6 hours per day/5 days per week beginning July 2 and ending August 24, 2018. She will be compensated at the rate of $9.90 per hour.

Jack Norris - ACES Child Care Assistant at Hoover Elementary School for 3-4 hours per day/5 days per week beginning July 2 and ending August 24, 2018. He will be compensated at the rate of $9.65 per hour.

Jake Severns - ACES Child Care Assistant at Roosevelt Elementary School for 30-40 hours per week beginning June 13 and ending August 24, 2018. He will be compensated at the rate of $10.00 per hour.

Samuel Udermann - ACES Child Care Assistant at Bridges Community School for 40 hours per week beginning June 22 and ending August 24, 2018. He will be compensated at the rate of $10.15 per hour.

Ben Winkels - Behavior Support Intervention Paraprofessional at East High School for 7 hours per day/5 days per week beginning September 4, 2018. He will be compensated at the rate of $14.99 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

CONTRACT ADJUSTMENTS (INSTRUCTIONAL)

Bette Blaisdell - Decrease in ABE Teacher assignment from 748.5 hours (.52 FTEs) to 621 hours (.44 FTEs) for the 2018-19 school year.

Linda Bosworth - Decrease in ABE Teacher assignment from 931 hours (.65 FTEs) to 901 hours (.63 FTEs) for the 2018-19 school year.

Amy Cain - Increase in teaching assignment from .80 FTEs to 1.00 FTEs as Intervention Teacher at Washington Elementary School beginning with the 2018-19 school year.

Michelle Doering - Increase in MAPS Preschool Teacher assignment from 1285 hours (.89 FTEs) to 1296 hours (.90 FTEs) for the 2018-19 school year.

Chantell Drummer - Increase in Early Childhood Teacher assignment from 605 hours (.42 FTEs) to 745 hours (.51 FTEs) for the 2018-19 school year.

Lara Graves - Increase in MAPS Preschool Teacher assignment from 996 hours (.69 FTEs) to 1464 hours (1.01 FTEs) for the 2018-19 school year.

TerRon Lee - Adjust placement on the Teachers Association salary schedule to step 2 of the B+15 lane beginning with the 2018-19 school year.

Carol Nelson - Decrease in ABE Teacher assignment from 800 hours (.56 FTEs) to 753 hours (.53 FTEs) for the 2018-19 school year.

Susan Osborne - Decrease in MAPS Preschool Teacher assignment from 1476 hours (1.02 FTEs) to 1380 hours (.96 FTEs) for the 2018-19 school year.

Kristine Schimek - Increase in Parent Educator assignment from 50 hours (0.3 FTEs) to 322 hours (.22 FTEs) for the 2018-19 school year.

Sarah Scott - Decrease in ABE Teacher assignment from 981 hours (.68 FTEs) to 961 hours (.67 FTEs) for the 2018-19 school year.

Kristen Simpson - Decrease in ABE Teacher assignment from 222 hours (.15 FTEs) to 144 hours (.10 FTEs) for the 2018-19 school year.

Rebecca Strom - Increase in ABE Teacher assignment from 520 hours (.36 FTEs) to
1056 hours (.74 FTEs) for the 2018-19 school year.

Ruth Tweto - Decrease in ABE Teacher assignment from 148 hours (.10 FTEs) to 93 hours (.07 FTEs) for the 2018-19 school year.

CONTRACT ADJUSTMENTS (NONINSTRUCTIONAL)

Michal Blasing - Increase in Health Assistant assignment at Hoover Elementary School from 4 days per week to 6.5 hours per day/5 days per week beginning September 4, 2018.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Tim Guldan, Science Teacher at Dakota Meadows Middle School, has requested a leave under the provisions of the Family Medical Leave Act commencing on August 27 and continuing through November 16, 2018.

Patsy King, Grade 3 Teacher at Roosevelt Elementary School, has requested a leave under the provisions of the Family Medical Leave Act commencing on December 14 and ending March 31, 2019.

Dwight Lahti, Mathematics Teacher at East High School, has requested a military leave beginning August 27 and ending June 6, 2019.

REQUESTS FOR LEAVE (NON-AFFILIATED)

Elisabeth Johnson, ACES Program Manager, has requested a leave under the provisions of the Family Medical Leave Act commencing on August 20 and returning on November 19, 2018.

RESIGNATIONS (INSTRUCTIONAL)

Hannah Achen - Art Teacher at Kennedy Elementary School. Her last date of employment was June 25, 2018.

Abby Grajewski, Grade 2 Teacher at Jefferson Elementary School. Her last date of employment will be August 2, 2018.

RESIGNATIONS (NONINSTRUCTIONAL)

Faduma Ali - Assistant Teacher - Lincoln Logs. Last date of employment was May 31, 2018. ACES Child Care Assistant. Last date of employment will be August 24, 2018.

Rachel Christnagel - ACES Child Care Assistant at Little ACES. Last date of employment was June 28, 2018.

Joelene Dittman - ACES Child Care Assistant. Her last date of employment will be August 10, 2018.

Kendra Huls - ACES Child Care Assistant. Her last date of employment will be July 13, 2018.

Savannah Johnson - ACES Child Care Assistant. Her last date of employment will be August 16, 2018.

Megan Kolling - ACES Child Care Assistant. Her last date of employment will be August 17, 2018.

Logan Schock - EL Paraprofessional at Prairie Winds Middle School, effective June 18, 2018. Logan will be a Spanish Teacher at Prairie Winds Middle School beginning with the 2018-19 school year.

Approval of 2018-19 Rates of Pay for Community Education & Recreation Department Part-Time and Seasonal Personnel (see pages _____).

Approval of 2018-19 Hourly Rates for Part-Time, Temporary and Substitute Employees and Miscellaneous Rates of Pay (see page _____).

Director of Facilities Scott Hogen and Director of Business Services Tom Sager reviewed the 2019-20 Long-Term Facilities Maintenance Plan during the informational portion of the meeting. A motion was made by Mrs. Brandon to approve the plan for 2019-20 with total projects of $3,734,331. The motion was seconded by Mr. Wacker and carried on a 7-0 roll call vote. (See page _____.)

A tentative agreement was reached between District 77 and the District 77 Maintenance and Custodial Association on May 31, 2018. Board members received a detailed analysis of the new agreement. The District 77 Maintenance and Custodial Association approved the tentative agreement on June 30, 2018. Following comments, Ms. Hansen made a motion to ratify the agreement as proposed. Ms. Schuck seconded the motion and it carried on a 7-0 roll call vote.

There being no further business to consider, Ms. Sapp moved and Mr. Wacker seconded, that the meeting be adjourned. The meeting was declared adjourned at 5:30 p.m., on a 7-0 voice vote.

Clerk _____

Attest:

Chairperson _____

Community Education & Recreation Department Salary Rates for Part-Time Personnel		
Job Title	**Rate 2017-18**	**Rate 2018-19**
ACES Staff		
ACES childcare staff	$9.50 - $12.25	$9.65- $14.00
Adult Basic Education (ABE)		
~~ABE Aides~~	MAPS Para contract rate	MAPS Para contract rate
~~ABE Childcare staff~~	MAPS Para contract rate	MAPS Para contract rate
Aquatics Staff		
Instructors	$12.00 - $18.00	$12.00 - $20.00
Lifeguards	$9.50 - $13.00	$9.75 - $14.00
Locker Room Attendants	$7.75 - $8.50	$7.87 - $9.75
Early Childhood Family Ed. (EC		
~~Early Childhood Assistants~~	MAPS Para contract rate	MAPS Para contract rate
Licensed Screener	16.48-$17.06	16.48-$17.06
Screening Supervisor	26.27-$27.19	26.27-$27.19
Enrichment Staff		
Enrichment Instructors	$9.50- $26.00	$9.65 - $26.00
Enrichment Aides	$9.50 - $26.00	$9.65 - $26.00
ASA Staff		
ASA Skating School Instructors	$7.75 - $15.00	$8.00-$15.00
ASA Concession and Ice Worker	$9.50- $15.00	$9.75-$15.00
Recreation Officials		
Softball - Umpire Scheduler	$1,500 - $2,500 (summer+fall)	$1,500 - $2,500 (summer+fall)
Adult Sports Official		$17.00- $29.00/game
Recreation Staff		
Playgrounds – Senior Supervisor	$ 11.00 – $15.00	$11.00-$15.00
Certified Archery Instructor (new)	$ 13.00 – $18.00	$11.00-$15.00
Youth Sports Leaders	$ 9.50 – $15.50	$ 9.65 – $13.00
Playground Supervisor	$ 9.50 – $13.00	$ 9.65 – $13.00
Connections Supervisor		$ 11.00 – $18.00
Connections Staff		$ 9.65 – $13.00
ACCESS assistants	$9.50- $15.00	$9.65- $15.00

Building Supervisor	$13.71	$13.71 - $14.00
Lancer Band		
Lancer Band Director	$3,839.58	$4,839.58 - $6,191.66/season
Lancer Assistant Band Director	$3,041.66	$3,041.66
Lancer Band Assistant Staff	$500- $2000.00	$500- $1000.00
	Revised 6/30/17	Revised 6/30/18

MANKATO AREA PUBLIC SCHOOLS

Hourly Rates for Part-time/Temporary Employees
2018-19 Fiscal Year

JOB TITLE	2017-18 Hourly Rate	2018-19 Hourly Rate
Laundry Worker	$11.25	$12.00
Work Experience/Work Based Students	Minimum Wage	Minimum Wage
High School Student Workers	Minimum Wage	Minimum Wage
Post-Secondary Work Study	Minimum Wage	Minimum Wage
Sign Language Interpreter	$22.25 - $24.50	$22.25 - $24.50
Language Interpreter	$20.00	$20.00
Braillist	$20.00 - $23.00	$20.00 - $23.00
Braillist in Training	$15.00	$15.00
Head Election Judge	$11.00	$11.50
Election Judge	$10.00	$10.00
Locksmith	$12.25	$12.25
Lead Summer Painter	$11.75	$11.75
Summer Painter	$10.25	$10.25
Summer Carpenter's Helper	$10.25	$10.25
Groundskeeper (0 - 1 year)	$9.95	$9.95
Groundskeeper (more than 1 year)	$10.45	$10.45
Custodian's Summer Helper	$10.75	$10.75
Curriculum Writing	$25.00	$25.00
Musical Accompanist	$15.00	$20.00
Printer's Helper	$9.75	$9.75
District Stage Manager	$25.00	$25.00
Assistant Stage Manager	$15.00	$15.00
First Aid Trainers	$28.00	$28.00
First Aid Team Members	Reg. Hrly Rate to $17.50 max	Reg. Hrly Rate to $17.50 max

MANKATO AREA PUBLIC SCHOOLS
Independent School District No. 77

Rates for Substitute Employees
2018-19 Fiscal Year

JOB TITLE	2017-18	2018-19
Teacher	$120.00 per day or $20/hr with a two-hour minimum and $120 maximum	$120.00 per day or $20/hr with a two-hour minimum, after 60 days in a school year $130.00 per day
Principal (licensed)	$150.00 per day, Base principal salary daily rate for 10 or more consecutive days beginning day 1 when known in advance.	$150.00 per day, Base principal salary daily rate for 10 or more consecutive days beginning day 1 when known in advance.
Paraprofessional		
No District 77 Experience	$10.25 per hour	$12.50 per hour
With District 77 Experience	Contract Minimum	$12.50 per hour
Secretary	$11.00 per hour	$12.50 per hour
Retired District 77 Secretary	$11.25 per hour	Step 1
Custodial/Maintenance	$11.00 per hour	$12.50 per hour
Retired District 77 Custodian	$11.25 per hour	Step 1
Food Service	Step 1	Step 1
Licensed School Nurse	$30.00 per hour	$30.00 per hour
Nurse (LPN or RN)	Contract Minimum	Contract Minimum

DEPARTMENT OF EDUCATION

Division of School Finance
1500 Highway 36 West
Roseville, MN 55113-4266

Long-Term Facilities Maintenance Ten-Year Expenditure Application

ED - 02478-04

Instructions: Enter estimated expenditures that are allowable uses of Long-Term Facilities Maintenance Revenue under Minnesota Statutes, section 123B.595, subdivision 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code by fiscal year in the space provided.

District Name: **MANKATO AREA PUBLIC SCHOOLS** District # **77**

Date:

District Contact for Questions on this Spreadsheet:

Name: **Scott Hogen** **Phone #: (507) 345 -5311** Email: shogen1@isd77.org

Finance Code	Category	Fiscal Year, Ending June 30th --> 2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
	Estimated Expenditures:											
	Health and Safety - this section excludes project costs of $100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.											
347	Physical Hazards	$100,000	$155,000	$170,000	$170,000	$170,000	$170,000	$170,000	$170,000	$170,000	$170,000	$170,000
349	Other Hazardous Materials	$25,000	$40,000	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000
352	Environmental Health and Safety Management	$200,000	$200,000	$170,000	$170,000	$170,000	$170,000	$170,000	$170,000	$170,000	$170,000	$170,000
358	Asbestos Removal and Encapsulation	$100,000	$145,000	$126,000	$126,000	$126,000	$126,000	$126,000	$126,000	$126,000	$126,000	$126,000
363	Fire Safety	$75,000	$75,000	$86,000	$86,000	$86,000	$86,000	$86,000	$86,000	$86,000	$86,000	$86,000
366	Indoor Air Quality	$100,000	$60,000	$93,000	$93,000	$93,000	$93,000	$93,000	$93,000	$93,000	$93,000	$93,000
	Total Health and Safety Capital Projects	$600,000	$675,000	$670,000	$670,000	$670,000	$670,000	$670,000	$670,000	$670,000	$670,000	$670,000
	Health and Safety - Projects Costing $100,000 or more per Site/Year											
358	Asbestos Removal and Encapsulation	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
363	Fire Safety	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
366	Indoor Air Quality	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Total Health and Safety Capital Projects $100,000 or More	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151											
355	Remodeling for prekindergarten (Pre-K) instruction approved by the Commissioner	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Accessibility											
367	Accessibility	$200,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000
	Deferred Capital Expenditures and Maintenance Projects											
368	Building Envelope	$100,000	$100,000	$260,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000
369	Building Hardware and Equipment	$73,000	$685,000	$761,325	$475,000	$475,000	$475,000	$475,000	$475,000	$475,000	$475,000	$475,000
370	Electrical	$65,400	$191,500	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000
379	Interior Surfaces	$173,200	$388,000	$534,000	$500,000	$500,000	$500,000	$500,000	$500,000	$500,000	$500,000	$500,000
380	Mechanical Systems	$312,000	$240,000	$126,006	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000
381	Plumbing	$200,000	$91,170	$61,000	$89,331	$89,331	$89,331	$89,331	$89,331	$89,331	$89,331	$89,331
382	Professional Services and Salary	$120,000	$250,000	$291,000	$300,000	$300,000	$300,000	$300,000	$300,000	$300,000	$300,000	$300,000
383	Roof Systems	$450,000	$500,000	$480,000	$600,000	$600,000	$600,000	$600,000	$600,000	$600,000	$600,000	$600,000
384	Site Projects	$386,400	$328,750	$351,000	$400,000	$400,000	$400,000	$400,000	$400,000	$400,000	$400,000	$400,000
	Total Deferred Capital Expense and Maintenance	$1,880,000	$2,774,420	$3,014,331	$3,014,331	$3,014,331	$3,014,331	$3,014,331	$3,014,331	$3,014,331	$3,014,331	$3,014,331
	Total Annual 10 Year Plan Expenditures	$2,680,000	$3,499,420	$3,734,331	$3,734,331	$3,734,331	$3,734,331	$3,734,331	$3,734,331	$3,734,331	$3,734,331	$3,734,331

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

July 9, 2018

The School Board of Independent School District No. 77 met in regular session on Monday, July 9, in the Mankato Room at the Intergovernmental Center. Chair Hendricks called the meeting to order at 5:00 p.m. Members present at roll call: Judi Brandon, Sara Hansen, Ann Hendricks, Abdi Sabrie, Jodi Sapp, Kristi Schuck and Darren Wacker. Absent: none.

1. Schuck/Hansen approval of agenda with personnel addendum. 7-0
2. Open Forum – none
3. Information: 2019-20 Long-Term Facilities Maintenance Plan, Board Member Workshop/Committee Reports
4. Sapp/Brandon approval of Consent Agenda Items: Approval of Minutes of the June 18, 2018, regular meeting; Approval of Final June Bills; Approval of July Bills; Personnel; Approval of 2018-19 Rates of Pay for CER Part-Time and Seasonal Personnel; Approval of 2018-19 Hourly Rates for Part-Time, Temporary and Substitute Employees and Miscellaneous Rates of Pay. 7-0
5. Brandon/Wacker approval of 2019-20 Long Term Facilities Maintenance Plan. 7-0
6. Hansen/Schuck ratify agreement for 2018-20 with District 77 Maintenance and Custodial Association. 7-0
7. Sapp/Wacker adjournment at 5:30 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.

School Board Regular Meeting **5.B.**

Meeting Date: 08/13/2018

Prepared By: Tom Sager, Director of Business Services

Item Type: Action

Subject:

Approval of August Bills

Background:

At our meeting on Monday evening, the administrative team will be prepared to answer any questions you might have regarding the report on claims for August totaling $9,835,588.47.

Recommended Action:

The claims are recommended for payment as presented.

School Board Regular Meeting **5.C.**

Meeting Date: 08/13/2018

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

Item Type: Action

Subject:

Personnel

Background:

APPOINTMENTS (INSTRUCTIONAL)

Melissa Brueske - Full-time, 1.00 FTEs Kindergarten Teacher at Washington Elementary School beginning August 20, 2018 for the 2018-19 school year. She will be placed at step 10 of the M lane on the Teachers Association salary schedule.

Carol Doering - Intervention Teacher at Mount Olive beginning September 6, 2018 for the 2018-19 school year. This assignment is for 100 hours and she will be compensated at the rate of $50.02 per hour in accordance with the Teachers Association salary schedule.

Amy Delaney - Full-time, 1.00 FTEs Kindergarten Teacher at Franklin Elementary School beginning August 20, 2018 for the 2018-19 school year. She will be placed at step 1 of the B lane on the Teachers Association salary schedule.

Samantha Halverson - Full-time, 1.00 FTEs Art Teacher at Futures/Monroe Elementary Schools beginning August 20, 2018 for the 2018-19 school year. She will be placed at step 2 of the B lane on the Teachers Association salary schedule.

Cheryl Herbst - Full-time, 1.00 FTEs Reading Intervention Teacher at Dakota Meadows Middle School beginning August 27, 2018 for the 2018-19 school year. She will be placed at step 6 of the B+30 lane on the Teachers Association salary schedule.

Deanna Hofmeister - Long Term Substitute MAPS Preschool Teacher for Michelle Doering at the Family Learning Center beginning September 4 and ending November 15, 2018. She will be compensated at the rate of $28.89 per hour in accordance with the Teachers Association salary schedule.

Leif Johnson - Part-time, 0.40 FTEs Technology Education Teacher at West High school beginning August 27, 2018 for the 2018-19 school year. He will be placed at step 10 of the B+30 lane on the Teachers Association salary schedule.

Ricky Mariner - Full-time, 1.00 FTEs Special Education Teacher at West High School beginning August 20, 2018 for the 2018-19 school year. He will be placed at step 1 of the B lane on the Teachers Association salary schedule contingent upon obtaining licensure.

Katherine Sallstrom - Full-time, (1.00 FTEs for 145 days) Intervention Teacher at Jefferson Elementary School beginning September 1, 2018 for the 2018-19 school year. She will be placed at step 10 of the M lane on the Teachers Association salary schedule.

Emma Sill - Full-time, 1.00 FTEs Health Science Teacher at East/West/Central High Schools beginning August 27, 2018 for the 2018-19 school year. She will be placed at step 2 of the B lane on the Teachers Association salary schedule.

Christa Stock - Special Education Teacher at Franklin/Washington Elementary Schools 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.

Kristin Van Otterloo - Full-time, 1.00 FTEs EL Teacher at East High 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 contingent upon obtaining licensure.

Stacy Vilt - Full-time, 1.00 FTEs Media Specialist at Bridges/Jefferson Elementary Schools beginning August 27, 2018 for the 2018-19 school year. She will be placed at step 10 of the B lane on the Teachers Association salary schedule.

Christopher Willette - Full-time, 1.00 FTEs Grade 2 Teacher at Jefferson Elementary School beginning August 27, 2018 for the 2018-19 school year. He will be placed at step 5 of the B lane on the Teachers Association salary schedule.

Anna Wirth - Part-time, 0.50 FTEs EL Teacher at West High 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.

APPOINTMENTS (NONINSTRUCTIONAL)

Nancy Adams - Receptionist at Prairie Winds Middle School beginning August 20, 2018. This is an 8-hour per day/5 day per week assignment with a work-year of 190 days plus 5 paid holidays. She will be placed at classification A13, step 2 of the Educational Secretaries Association salary schedule.

Angela Bachmann - Special Education Student Success Coach at Futures SUN Program for 6.75 hours per day/5 days per week beginning September 6, 2018. She will be compensated at the rate of $14.99 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Beth Benzkofer - Full-time, 8-Hour Evening Custodian at Jefferson Elementary School beginning July 23, 2018. She will be placed at step 1 of the A13 classification of the Maintenance and Custodial Workers Association salary schedule.

Grace Benzkofer - Full-time, 8-Hour Evening Custodian at Hoover Elementary School beginning July 30, 2018. She will be placed at step 1 of the A13 classification of the Maintenance and Custodial Workers Association salary schedule.

Amanda Betz - Student Success Coach at Washington Elementary School for 6 hours per day/5 days per week and NonClassroom (Playground/Lunchroom) Paraprofessional for 1 hour per day/5 days per week beginning September 6, 2018. She will be compensated at the rate of $14.99 per hour for her Student Success assignment and $12.36 per hour for the NonClassroom Paraprofessional assignment in accordance with the agreement between the District and the Minnesota School Employees Association.

Melia Curielli - ACES Child Care Assistant at Monroe Elementary School for 4 hours per day/2 days per week beginning September 6 and ending June 5, 2019. She will be compensated at the rate of $9.90 per hour.

Sadie Elsenpeter - ACES Child Care Assistant at Rosa Parks Elementary School for 4 hours per day/4 days per week beginning September 6 and ending June 5, 2019. She will be compensated at the rate of $10.40 per hour.

Jordan Erickson - Special Education Early Learning Paraprofessional at Rosa Parks/Franklin Elementary Schools for 7 hours per day/4 days per week (M-Th) beginning August 20, 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.

Jean Fischer - On-Call Substitute Food Service Worker beginning August 14, 2018. She will be compensated at the rate of $17.39 per hour.

Connie Gleason - Second Cook - Elementary at Washington Elementary School for 7 hours per day/5 days per week beginning August 14, 2018. She will be placed at step 2 of the Second Cook - Elementary classification of the School Food Service Workers Association salary schedule.

Angela Hiller - NonClassroom (Lunchroom) Paraprofessional at Dakota Meadows Middle School for 2.5 hours per day/5 days per week beginning September 6, 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.

Sandra Hoffmann - Special Education Paraprofessional at Eagle Lake Elementary School for 6.25 hours per day/5 days per week beginning August 27, 2018. She will compensated at the rate of $12.36 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Stephen Hueser - Special Education Student Success Coach at Futures for 6.75 hours per day/5 days per week beginning September 6, 2018. He will be compensated at the rate of $14.99 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Marissa Kaiser - Special Education Student Success Coach at Futures for 6.75 hours per day/5 days per week beginning September 6, 2018. She will be compensated at the rate of $14.99 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Melissa Larson - Special Education Paraprofessional at Kennedy Elementary School for 6.25 hours per day/5 days per week beginning September 6, 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.

Anna Long - Special Education Paraprofessional at Franklin Elementary School for 6.25 hours per day/5 days per week beginning September 6, 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.

Tamera Mosher - Cook's Helper at West High School for 6.75 hours per day/5 days per week beginning August 14, 2018. She will be placed at the Cook's Helper classification, step 2 of the School Food Service Workers Association salary schedule.

Caroline Myers - Supervision and Security at Dakota Meadows Middle School for 7.5 hours per day/5 days per week beginning September 6, 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.

Carly Nelson - ACES Child Care Assistant at Washington Elementary School for 6-8 hours per day/5 days per week beginning July 11 and ending August 24, 2018. She will be compensated at the rate of $9.65 per hour.

Amanda Ollig - Special Education Student Success Coach at Monroe Elementary School for 6.25 hours per day/5 days per week beginning September 6, 2018. She will be compensated at the rate of $14.99 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Destiny Owens - Student Success Coach at Franklin Elementary School for 6.25 hours per day/5 days per week beginning September 6, 2018. She will be compensated at the rate of $14.99 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Leisa Rahm - Special Education Paraprofessional at Franklin Elementary School for 6.25 hours per day/5 days per week beginning September 6, 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.

Nicole Schoen - ACES Child Care Assistant at Kennedy Elementary School for 4 hours per day/5 days per week beginning September 6 and ending June 5, 2019. She will be compensated at the rate of $10.15 per hour.

Susan Seys - Early Learning Regular Education Paraprofessional at Eagle Lake Elementary School for 3.5 hours per day/4 days per week (M-Th) beginning August 20, 2018. She will be compensated at the rate of $12.36 per hour.

Eric Sletten - Special Education Student Success Coach at Monroe Elementary School for 6.25 hours per day/5 days per week beginning September 6, 2018. He will be compensated at the rate of $14.99 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Sharon Soliz Arndt - NonClassroom (Lunchroom) Paraprofessional at Dakota Meadows Middle School for 2.5 hours per day/5 days per week beginning September 6, 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.

Kelly Solomon - ACES Child Care Assistant at Washington Elementary School for 6-8 hours per day/5 days per week beginning July 12 and ending August 24, 2018. She will be compensated at the rate of $10.40 per hour.

Thomas Stolp - 4-Hour Night Custodian at East High School beginning July 16, 2018. He will be placed at step 1 of the A13 classification of the Maintenance and Custodial Workers Association salary schedule.

Lauren Taylor - ACES Child Care Assistant at Eagle Lake Elementary School for 6-8 hours per day/5 days per week beginning July 11 and ending August 24, 2018. She will be compensated at the rate of $9.65 per hour.

Melissa Vaubel - LPN/Health Assistant at Futures SUN Program for 6.5 hours per day/5 days per week beginning September 4, 2018. She will be compensated at the rate of $18.29 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Lindsay Veenendall - ACES Child Care Assistant at Kennedy Elementary School for 3-4 hours per day/3 days per week beginning September 6 and ending June 5, 2019. She will be compensated at the rate of $9.90 per hour.

Sarah York - ACES Child Care Assistant at Rosa Parks Elementary School for 5-6 hours per day/5 days per week beginning September 6 and ending June 5, 2019. She will be compensated at the rate of $9.90 per hour.

Jasmine Zacate - Media Assistant at Washington Elementary School for 5.25 hours per day/5 days per week beginning August 27, 2018. This assignment has a work-year of 180 days and no paid holidays. She will be placed at step 1, classification A13 of the Educational Secretaries Association salary schedule. In addition, she will work 1 hour per day/5 days per week as a NonClassroom (Playground/Lunchroom) Paraprofessional beginning September 6, 2018. She will be compensated at the rate of $12.36 per hour for this assignment.

Karen Zielske - Special Education Paraprofessional at Bridges Community School for 6.25 hours per

day/5 days per week beginning September 6, 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.

Kaylin Zukowski - ACES Child Care Assistant at Roosevelt Elementary School for 3 hours per day/3 days per week beginning September 6 and ending June 5, 2019. She will be compensated at the rate of $10.15 per hour.

CONTRACT ADJUSTMENTS (INSTRUCTIONAL)

Ethan Anderson - Increase in teaching assignment from 1.0 FTEs to 1.083 FTEs for the entire 2018-19 school year.

Jeanne Anderson - Increase in teaching assignment from 1.0 FTEs to 1.0333 FTEs for the entire 2018-19 school year.

Kristine Barnes - Increase in teaching assignment from 1.0 FTEs to 1.167 FTEs for the entire 2018-19 school year.

Tom Boone - Increase in teaching assignment from 1.0 FTEs to 1.167 FTEs for the entire 2018-19 school year.

Carol Doering - Decrease in ABE Teacher assignment from 515 hours (.38 FTEs) to 470 hours (.33 FTEs) beginning with the 2018-19 school year.

Jane Ellingson - Increase in teaching assignment from 1.0 FTEs to 1.083 FTEs for 1st semester only of the 2018-19 school year.

Laurie Hagberg - Increase in teaching assignment from 1.0 FTEs to 1.083 FTEs for 1st semester only of the 2018-19 school year.

Nate Hebeisen - Increase in teaching assignment from 1.0 FTEs to 1.083 FTEs for the entire 2018-19 school year.

Mary Nelson - Increase in teaching assignment from 1.0 FTEs to 1.083 FTEs for 1st semester only of the 2018-19 school year.

David Schmitt - Adjust placement on the Teachers salary schedule to step 7 of the B+30 lane on the Teachers Association salary schedule beginning with the 2018-19 school year.

Sarah Smith - Increase in teaching assignment from 1.0 FTEs to 1.0333 FTEs for the entire 2018-19 school year.

Marilyn Solberg - Increase in ABE Teacher assignment from 1440 hours 1.0 FTEs) to 1518 hours (1.05 FTEs) beginning with the 2018-19 school year.

Sara Stow - Increase in teaching assignment from 1.0 FTEs to 1.167 FTEs for the entire 2018-19 school year.

Katherine Sump - Increase in ABE Teacher assignment from 1440 hours 1.0 FTEs) to 1542 hours (1.07 FTEs) beginning with the 2018-19 school year.

Mark Szybnski - Increase in teaching assignment from 1.0 FTEs to 1.083 FTEs for 1st semester only of the 2018-19 school year.

Tom Tacheny - Decrease in ABE Teacher assignment from 431 hours (.30 FTEs) to 387 hours (.27

FTEs) beginning with the 2018-19 school year.

Caleb Watson - Increase in teaching assignment from 1.0 FTEs to 1.083 FTEs for 1st semester only of the 2018-19 school year.

Lisa Welle - Increase in teaching assignment from 1.0 FTEs to 1.083 FTEs for 2nd semester only of the 2018-19 school year.

Chris Wollmuth - Increase in teaching assignment from 1.0 FTEs to 1.167 FTEs for the entire 2018-19 school year.

Mark Zenk - Increase in teaching assignment from 1.0 FTEs to 1.083 FTEs for 2nd semester only of the 2018-19 school year.

CONTRACT ADJUSTMENTS (NONINSTRUCTIONAL)

Fransisko Alhag - Increase in Student Success Coach assignment at Prairie Winds Middle School from 6.75 hours per day to 7 hours per day/5 days per week beginning September 6, 2018.

Trisha Anderson - Change in assignment from Special Education Student Success Coach to Student Success Coach for 6.25 hours per day/5 days per week at Monroe Elementary School beginning September 6, 2018. She will be compensated at her current step and rate of pay on the Minnesota School Employees Association salary schedule.

Kristine Bachmann - Decrease in Special Education Paraprofessional assignment from 29.25 hours per week to 29 hours per week (6.5 M-th, 3 F) at Montessori/Hosanna beginning September 10, 2018.

Raymie Benjamin - Transfer from Behavior Intervention Paraprofessional at East High School to Special Education Student Success Coach at Futures SUN Program beginning August 20, 2018. He will be compensated at his current step and rate of pay on the Minnesota School Employees Association salary schedule.

Jean Biesterveld - Increase in Special Education Paraprofessional assignment at Eagle Lake Elementary School from 4.75 hours per day to 6.25 hours per day/5 days per week and discontinuing her NonClassroom Paraprofessional assignment beginning September 4, 2018.

Mary Bobholz - Change in assignment from AOM Paraprofessional to Intervention Paraprofessional at Roosevelt Elementary School for 5.5 hours per day/5 days per week for 154 days beginning September 6, 2018. She will be compensated at the rate of $18.78 in accordance with the agreement between the District and the Minnesota School Employees Association.

John Dabla - Increase in Special Education Paraprofessional assignment at Monroe Elementary School from 4 hours per day to 6.25 hours per day/5 days per week beginning August 20, 2018.

Sharon Dinsmore - Transfer from Special Education Paraprofessional at Kennedy Elementary School to Special Education Student Success Coach for 6.75/ hours per day/5 days per week with the Futures SUN Program beginning August 27, 2018. She will be compensated at the rate of $14.99 per hour in accordance with the agreement between the District and the Minnesota School Employees Association salary schedule.

Sheree Dittrich - Decrease in Special Education Paraprofessional assignment at Washington Elementary School from 6.5 hours per day to 6.25 hours per day/5 days per week beginning September 4, 2018.

Pierre Ellis - Increase in Student Success Coach assignment at Prairie Winds Middle School from 6.75 hours per day to 7 hours and 10 minutes per day/5 days per week beginning September 6, 2018.

Jessica Fleming - Transfer from 2nd Cook at Monroe Elementary School to Cook Manager at Bridges Community School for 7 hours per day/5 days per week beginning August 14, 2018. She will be placed at the Cook Manager - Elementary classification, current step of the School Food Service Workers Association salary schedule.

Jana Goedtel - Change in Title I Paraprofessional assignment at Roosevelt Elementary School from 5.25 hours per day to 5.5 hours per day/5 days per week for 154 days beginning September 6, 2018.

Jose Gomez - Increase in Student Success Coach assignment at Prairie Winds Middle School from 6.75 hours per day to 7 hours per day/5 days per week beginning September 6, 2018.

Tenisha Griggs - Decrease in Special Education Paraprofessional assignment at Franklin Elementary School from 6.75 hours per day to 6.25 hours per day/5 days per week beginning September 4, 2018.

Elizabeth Hartman - Decrease in Special Education Paraprofessional assignment from 32.5 hours per week to 31.5 hours per week (M-Th 7 hours,F 3.5 hrs) at Little Stars/Franklin Elementary School beginning September 10, 2018.

Tyler Henderson - Increase in Student Success Coach assignment at Prairie Winds Middle School from 6.75 hours per day to 7 hours per day/5 days per week beginning September 6, 2018.

Nerissa Hoag - Transfer from Second Cook at Kennedy Elementary School to Second Cook at Hoover Elementary School for 7.25 hours per day/5 days per week beginning August 14, 2018. She will be placed at her current step and classification of the School Food Service Workers Association salary schedule.

Bailey Hofmeister - Decrease in NonClassroom (Playground) Paraprofessional assignment at Roosevelt Elementary School from 1.75 hours per day to .5 hours per day/5 days per week beginning September 6, 2018.

Rebecca Hopp - Increase in Special Education Paraprofessional assignment at Monroe Elementary School from 3.25 hours per day to 6.25 hours per day/5 days per week beginning August 20, 2018.

Ashley Jacobson - Increase in NonClassroom (Playground) Paraprofessional assignment at Franklin Elementary School from 1.75 hours per day/1 day per week to 1.75 hours per day/M/F beginning September 6, 2018.

Courtney Jones - Increase in Special Education Student Success Coach assignment 28 hours per week to 32.5 hours per week (6.5 hours per day/5 days per week) at Washington Elementary School beginning August 20, 2018.

Jane Laven - Change in Intervention Paraprofessional assignment at Roosevelt Elementary School from 5.75 hours per day to 5.5 hours per day/5 days per week for 154 days beginning September 6, 2018.

Haley Ling - Decrease in Special Education Paraprofessional assignment at West High School from 7 hours per day to 6.75 hours per day/5 days per week beginning September 4, 2018.

Sydney Loomis - Increase in Special Education Paraprofessional assignment from 27 hours per week to 28 hours per week (7 hours per day/M-Th) at HeadStart beginning September 10, 2018.

Cynthia Lyons - Change in Intervention Paraprofessional assignment from Monroe to Rosa Parks Elementary School from 5.75 hours per day/4 days per week to 5.75 hours per day/5 days per week for 158 days beginning September 6, 2018.

Anna Nelson - Increase in Special Education Paraprofessional assignment at Rosa Parks Elementary

School from 31.09 hours per week to 31.25 hours per week (6.25/5 days per week) beginning September 4, 2018.

Lori Nelson - Transfer from Cook's Helper to Second Cook - Secondary at East High School for 8 hours per day/5 days per week beginning August 14, 2018. She will be placed at her current step of the Second Cook - Secondary classification of the School Food Service Workers Association salary schedule.

Amber Nicholson - Change in assignment to Special Education Paraprofessional for 6.25 hours per day/5 days per week and discontinuing her assignment as NonClassroom (Playground) Paraprofessional at Monroe Elementary School beginning August 20, 2018.

Gary Oian Vust - Decrease in Special Education Paraprofessional assignment at West High School from 7 hours per day to 6.75 hours per day/5 days per week beginning September 4, 2018.

Kelsey Probach - Transfer from Behavior Intervention Paraprofessional to Special Education Paraprofessional at Monroe Elementary School for 6.25 hours per day/5 days per week beginning August 20, 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.

Clayton Reedstrom - Transfer from Second Cook at East High School to Cook Manager at Prairie Winds Middle School for 8 hours per day/5 days per week beginning August 14, 2018. He will be placed at the Cook Manager - Secondary classification, current step of the School Food Service Workers Association salary schedule.

Heidi Riehl - Decrease in Special Education Paraprofessional assignment from 31 hours per week to 24.5 hours per week (M3.5 hrs/T,W,Th 7 hours) at the Family Learning Center beginning September 10, 2018.

Kelly Runck - Transfer from Cook's Helper at Dakota Meadows Middle School to Cook's Helper at Hoover Elementary School for 6.5 hours per day/5 days per week beginning August 14, 2018.

Megan Schenk - Transfer from Special Education Paraprofessional at Rosa Parks Elementary School to Special Education Student Success Coach for 6.75/ hours per day/5 days per week at Futures beginning August 27, 2018. She will be compensated at the rate of $15.36 per hour in accordance with the agreement between the District and the Minnesota School Employees Association salary schedule.

Tamara Scherer - Transfer from Special Education Paraprofessional to Special Education Student Success Coach at Kennedy Elementary School for 6.25/ hours per day/5 days per week beginning August 20, 2018. She will be compensated at the rate of $15.74 per hour in accordance with the agreement between the District and the Minnesota School Employees Association salary schedule.

Doreen Slater - Transfer from Cook's Helper at Hoover Elementary School to Second Cook - Elementary at Kennedy Elementary School for 8 hours per day/5 days per week beginning August 14, 2018. She will be placed at the Second Cook - Elementary classification, current step of the School Food Service Workers Association salary schedule.

Chelsea Tietema - Transfer from ACES Child Care Assistant to ACES Assistant Site Supervisor at Kennedy Elementary School for 6-8 hours per day/3 days per week beginning July 30, 2018. She will be compensated at the rate of $11.00 per hour.

Cynthia Weir - Increase in Student Success Coach assignment at Washington Elementary School from 6 hours per day to 6.5 hours per day/5 days per week beginning September 6, 2018.

ADVANCEMENT OF PROBATIONARY TEACHERS TO TENURE STATUS

The administration recommends that the School Board take formal action to advance the following probationary teachers to tenure status beginning with the 2018-19 school year:
Aric Attig, Christa Attig, Claire Baker, Jessica Balt, Ellen Bashore, Miranda Bode, Vesna Bozhinoska, Heather Brand, Andrea Brown, Tricia Conetta, Chelsea Copeland, Emily Eberhart, Dane Ecker, Jordan Elias, David Evans, Kelly Firkins, Wade French, Mark Gewerth, Jenny Goff, Cassie Gospeter, Janna Hammes, Bretta Hansen, Daniell Heath, Nicole Hed, Gloria Heidemann, Tanya Herbst, Megan Hoekstra, Tanah Janike, Megan Kahle, Jessica Kelly, Brandon Klemme, Amanda Kroehler, Sarah Lieske, Kaleb Lindsey-Stevens, Karen Moret, Haley Nicolai, Gabrielle Pyan, Kelsey Riebe, Michael Schuldt, Renetta Seys, Jeff Soma, Hannah Struckman,Jacob Umbreit, Alyssa Van Klei, Amber Waibel, Taylor Wasvick, Nicholas Yenser, Nicole Youell, Jeffrey Zimmerman

REQUESTS FOR LEAVE (INSTRUCTIONAL)
Ann Schmitz , Early Childhood Assessment Specialist, has requested a leave under the provisions of the Family Medical Leave Act commencing on September 5 and ending November 1, 2018.

Madalyn Schultze, Special Education Teacher at West High School, has requested a leave under the provisions of the Family Medical Leave Act commencing on or about October 1 and returning on January 2, 2019.

REQUESTS FOR LEAVE (NONINSTRUCTIONAL)
Renee Luedke, Special Education Behavior Intervention Paraprofessional at Futures, has requested an unpaid leave for the 2018-19 school year so that she can accept a teaching position for the school year.

Kimberly Schultz Yanez, Cooks Helper at East High School, has requested an extension of her unpaid leave through August 7, 2018.

Darwin Silva, Special Education Behavior Intervention Paraprofessional at Futures, has requested an unpaid leave for the 2018-19 school year so that he can accept a teaching position for the school year.

RESIGNATIONS (INSTRUCTIONAL)
Candace Sjogren - Special Education Teacher at Central High School. Her last date of employment was August 7, 2018.

Heather Stewart - Science Teacher at Prairie Winds Middle School. Her last date of employment was July 25, 2018.

Sonja Swanson - EL Teacher at Rosa Parks Elementary School. Her last date of employment was August 1, 2018.

Brittany Wick - Kindergarten Teacher at Franklin Elementary School. Her last date of employment was July 20, 2018.

RESIGNATIONS (NONINSTRUCTIONAL)
Nancy Adams - Supervision and Security at Prairie Winds Middle School. Her last date of employment was July 18, 2018 so that she could accept the position of Receptionist at Prairie Winds Middle School.

Andrea Aguila - ACES Child Care Assistant. Last date of employment was August 9, 2018.

Lauren Bakken - Early Learning Regular Education Paraprofessional. Last date of employment was June 15, 2017.

Madelyn Begalka - ACES Child Care Assistant. Her last date of employment was August 9, 2018.

Beth Benzkofer - NonClassroom (Playground) Paraprofessional at Rosa Parks Elementary School. Her last date of employment was July 19, 2018. She will continue employment as an Evening Custodian at

Jefferson Elementary School.

Monique Bertrand - Behavior Support Intervention Paraprofessional at Prairie Winds Middle School. Her last date of employment was August 6, 2018.

Amber Carson - Special Education Paraprofessional at Jefferson Elementary School. Her last date of employment was July 26, 2018.

Katelyn Cavanaugh - ACES Child Care Assistant. Last date of employment was June 15, 2017.

Michael Cimino - Instructor for adult pottery classes, effective as of July 9, 2018.

Wyatt Cote - EL Paraprofessional at Jefferson Elementary School. His last date of employment was August 2, 2018.

Alyssa DeBill - ACES Child Care Assistant. Her last date of employment will be August 17, 2018.

Jordan Erickson - NonClassroom (Playground) Paraprofessional at Roosevelt Elementary School, verbal resignation effective at the end of the 2017-18 school year. Jordan will be a special education paraprofessional beginning August 20, 2018.

Devyn Frey - NonClassroom (Playground) Paraprofessional at Kennedy Elementary School. Verbal resignation, effective at the end of the 2017-18 school year.

Mick Glackler-Riquelme - Special Education Behavior Intervention Paraprofessional at Futures. His last date of employment will be August 9, 2018, but he will continue as a substitute.

Jason Glaser - NonClassroom (Playground) Paraprofessional at Jefferson Elementary School. His last date of employment was July 24, 2018.

Conner Harrison - 4-Hour Evening Custodian at Monroe Elementary School. His last date of employment will be September 4, 2018.

Sheila Heiden - Special Education Paraprofessional at Kennedy Elementary School. Verbal resignation, effective at the end of the 2017-18 school year.

Sandra Hoffmann - Clerical Assistant/POS Operator at Eagle Lake Elementary School. Her last date of employment in this position was June 1, 2018. She will begin her Special Education Paraprofessional assignment on August 27, 2018.

Kelly Holmin - ACES Child Care Assistant. Her last date of employment will be August 24, 2018.

Hunter Houseworth - NonClassroom (Playground) Paraprofessional at Franklin Elementary School. Verbal resignation effective at the end of the 2017-18 school year.

Patricia Johnson - Special Education Paraprofessional at Franklin Elementary School. Her last date of employment will be August 9, 2018.

Kelsey Joines - ACES Child Care Assistant. Her last date of employment will be August 23, 2018.

Rita Kump, Intervention Paraprofessional at Rosa Parks Elementary School, has submitted her resignation for purposes of retirement. Her last date of employment was May 25,2018.

Christine Manteufel - ACES Child Care Assistant Substitute. Her last date of employment in this position was August 10, 2018. She will continue in her teaching position.

Kathryn Martinez - Paraprofessional at Dakota Meadows Middle School. Last date of employment was June 30, 2017.

Molly Meysembourg - ACES Child Care Assistant. Her last date of employment was July 27, 2018

Tamira Miller - NonClassroom (Playground) Paraprofessional at Kennedy Elementary School. Verbal resignation, effective at the end of the 2017-18 school year.

Allyson Mohs - EL Paraprofessional at Rosa Parks Elementary School. Her last date of employment was August 1, 2018.

Kayla Norris - ACES Child Care Assistant. Her last date of employment was August 10, 2018.

Zeinab Nur - ACES Child Care Assistant. Her last date of employment was July 10, 2018.

Kirsten Peters - NonClassroom (Playground) Paraprofessional at Monroe Elementary School. Her last date of employment was June 1, 2018.

Nicole Sandmann - Special Education Paraprofessional at Hoover Elementary School. Her last date of employment was July 23, 2018.

Janel Scholz - Early Learning Regular Education Paraprofessional. Last date of employment was June 15, 2017.

Khadija Sharif - NonClassroom (Lunchroom) Paraprofessional at Jefferson Elementary School. Her last date of employment was June 1, 2018.

Klarissa Smith - NonClassroom (Lunchroom) Paraprofessional at Dakota Meadows Middle School. Her last date of employment was August 6, 2018.

Kayla Tromborg - EL Paraprofessional at Hoover Elementary School. Her last date of employment will be August 2, 2018.

Sam Udermann - ACES Child Care Assistant. His last date of employment in this position will be August 17, 2018 so that he can begin his position as teacher.

Delaney Weir - ACES Child Care Assistant. Her last date of employment will be August 24, 2018.

Shari Westphal - Special Education Paraprofessional at Kennedy Elementary School. Her last date of employment was August 3, 2018.

Recommended Action:

The Administration recommends approval of the personnel items as presented.

School Board Regular Meeting **5.C.1.**

Meeting Date: 08/13/2018

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

Item Type: Action

Subject:

Personnel - Addendum

Background:

APPOINTMENTS (INSTRUCTIONAL)

Pamela Bryan - Long Term Substitute Art Teacher for Arianna Bealey at Prairie Winds Middle School beginning August 27 and ending December 3, 2018. She will be placed at step 10 of the M lane on the Teachers Association salary schedule.

Theresa Calsbeek - Full-time, (1.00 FTEs for 114 days) Intervention Teacher at Monroe Elementary School beginning September 24, 2018 and ending April 30, 2019 for the 2018-19 school year. She will be placed at step 5 of the B+15 lane on the Teachers Association salary schedule.

Carole Chapman - Part-time, 0.80 FTES for 191 days Contract Substitute Intervention Teacher for Christina Woodside at Rosa Parks Elementary School beginning August 27, 2018 for the 2018-19 school year. She will be placed at step 10 of the B lane on the Teachers Association salary schedule.

Marjorie Johnson - Dibels team member beginning September 1, 2018 for the Fall, Winter and Spring testing windows. She will be compensated at the rate of $20 per hour.

Susan Osborne - Title I Intervention Teacher at Immanuel for .34 FTEs (505 hours), beginning August 27 and ending June 6, 2019. She will be compensated at the rate of $39.01 per hour in accordance with her placement on the Teachers Association salary schedule.

Jeremy Steffensmeier - Full-time, 1.00 FTES Science (Grade 6) Teacher at Prairie Winds Middle School beginning August 27, 2018 for the 2018-19 school year. He will be placed at step 10 of the M Lane on the Teachers Association salary schedule.

APPOINTMENTS (NONINSTRUCTIONAL)

Samantha Allen - Special Education Student Success Coach at Futures SUN Program for 6.75 hours per day/5 days per week beginning September 6, 2018. She will be compensated at the rate of $14.99 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Payton Anderson - NonClassroom (Playground) Paraprofessional at Washington Elementary School for 1.75 hours per day/3 days per week (T,Th,F) beginning September 6, 2018. He will be compensated at the rate of $12.36 per hour.

Ntombekhaya Janus - EL Paraprofessional at Hoover Elementary School for 6.33 hours per day/5 days per week beginning September 6, 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.

Rita Jones - Early Learning Regular Education Paraprofessional at Kennedy Elementary School for 7 hours per day/4 days per week (M-Th) beginning August 20, 2018. She will be compensated at the rate of $12.36 per hour and you will be eligible for 6-3-2 benefits.

Marissa Kaiser - Rescind appointment to the position of Special Education Student Success Coach at Futures.

Heather Tentis - Clerical Assistant/POS Operator at Franklin Elementary School for 6 hours per day (4.5 hours per day as clerical and 1.5 hours per day as POS Operator) with a work-year of 170 days and no paid holidays beginning August 20, 2018. She will be placed at step 1, classification A12 of the Educational Secretaries Association salary schedule.

CONTRACT ADJUSTMENTS (NON-AFFILIATED)
Jocelin Reynolds, Information Systems Support Technician - Adjust the annual salary to $51,009.62 for the 2018-19 school year.

CONTRACT ADJUSTMENTS (INSTRUCTIONAL)
Kristen Olinger - Change in salary placement to Step 1 of the M Lane on the Teachers Association salary schedule beginning with the 2018-19 school year.

Susan Osborne - Decrease in MAPS PreSchool Teacher assignment from 1380 hours (0.96 FTEs) to 580 hours (0.4 FTEs) for the 2018-19 school year.

Rebecca Sonbol - Increase in School Social Worker assignment from 0.60 FTEs to 1.00 FTEs beginning with the 2018-19 school year.

CONTRACT ADJUSTMENTS (NONINSTRUCTIONAL)
Lori Allan - Adjust start date to July 31, 2018 for her position as Activities Secretary at East High School.

Raymie Benjamin - Decrease in Special Education Student Success Coach assignment from 7 hours per day to 6.75 hours per day/5 days per week beginning August 20, 2018.

Amanda Betz - Increase in Student Success Coach assignment at Washington Elementary School from 6 hour per day to 6.25 hours per day/5 days per week beginning September 6, 2018. This is in addition to her NonClassroom Paraprofessional assignment.

Cynthia Lyons - Correct change in Intervention Paraprofessional assignment from Monroe to Rosa Parks Elementary School from 5.75 hours per day/4 days per week to 5 hours per day/5 days per week for 158 days beginning September 6, 2018.

Collene Rezac - Increase in Braillist assignment from 8 hours per week to 33.75 hours per week (6.75 hours per day/5 days per week) beginning September 4, 2018.

Miranda Wolff - Voluntary decrease in Early Learning Regular Education Paraprofessional assignment from 24.5 hours per week to 10.5 hours per week (3.5 hours per day (T/W/Th) and discontinuing her special education paraprofessional assignment beginning August 20, 2018.

REQUESTS FOR LEAVE (NONINSTRUCTIONAL)
Rick Mariner, Special Education Behavior Intervention Paraprofessional at Futures, has requested an unpaid leave for the 2018-19 school year so that he could accept a teaching position.

RESIGNATIONS (NONINSTRUCTIONAL)
Jennifer Bailey - NonClassroom (Playground) Paraprofessional at Franklin Elementary School. Verbal resignation effective as of August 13, 2018.

Elmer Boeke - Special Education Paraprofessional at Franklin Elementary School. His last date of employment was August 10, 2018.

Maggie Chouanard - ACES Child Care Assistant. Her last date of employment will be August 17, 2018.

Kiyai Dorsey - ACES Child Care Assistant. Her last date of employment will be August 30, 3018.

Jenna Hewitt - ACES Child Care Assistant. Her last date of employment will be August 24, 2018.

Kaylee Hillmer - ACES Child Care Assistant. Her last date of employment will be August 24, 2018.

Brooklyn Kulla - ACES Child Care Assistant. Her last date of employment will be August 17, 2018.

Rebecca Radzak - ACES Child Care Assistant. Her last date of employment will be August 24, 2018.

Zachary Woodside - ACES Child Care Assistant. His last date of employment will be August 17, 2018.

Recommended Action:
Recommend approval of the personnel items as presented.

School Board Regular Meeting **5.D.**

Meeting Date: 08/13/2018

Prepared By: Sheri L. Allen, Superintendent

Item Type: Action

Subject:

Board Member School Assignments for 2018-2019

Background:

Following are the recommended school assignments for School Board members for the 2018-2019 school year.

Judi Brandon Franklin Elementary School Central High School Bridges Community School	Ann Hendricks Dakota Meadows Middle School Monroe Elementary School
Jodi Sapp East Senior High School Washington Elementary School	Sara Hansen Hoover Elementary School Rosa Parks Elementary School
Abdi Sabrie Kennedy Elementary School Central Freedom School	Darren Wacker Roosevelt Elementary School West Senior High School
Kristi Schuck Prairie Winds Middle School Jefferson Elementary School Eagle Lake Elementary School	

Recommended Action:

The administration recommends approval of the school assignments for Board members for the 2018-2019 school year.

School Board Regular Meeting **5.E.**

Meeting Date: 08/13/2018

Prepared By: Sheri L. Allen, Superintendent

Item Type: Action

Subject:

Renewal of Membership in the Minnesota State High School League

Background:

Minnesota Statute 1993, Section 128C.01 requires individual school boards to authorize membership in the Minnesota State High School League each year.

Recommended Action:

The administrative team recommends approval of the attached resolution to renew the Mankato Area Public Schools' membership in the Minnesota State High School League for the 2018-19 school year.

Attachments

MSHSL Renewal

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

2018-2019 RESOLUTION FOR MEMBERSHIP IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE

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

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

Mankato East High School

Mankato West High School

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

1. _____ Make new application for membership in the Minnesota State High School League;
   School Enrollment (9-12): _____

   OR;

   X Renew its membership in the Minnesota State High School League; and,

2. Participate in the approved interschool activities sponsored by said League and its various subdivisions.

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

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

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

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

Signed: _____ Signed: _____
Clerk/Secretary - Local Governing Board Superintendent or Head of School

Date: August 13, 2018 Date: August 13, 2018

District Office Address, City, Zip: PO Box 8741, Mankato, MN 56002-8741

School Superintendent's Phone: 507-387-1868 School Superintendent's Email: sallen1@isd77.org

RETURN ONE COPY TO THE MSHSL <u>NOT LATER THAN AUGUST 31, 2018</u>
Retain one copy for the school files.

(over)

2018-2019 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE

The following is taken from the MSHSL Constitution:

208.00 LOCAL CONTROL

208.01 Designated School Representatives
At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote, such as district meetings, region meetings, and mail ballots.

One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

208.02 Designated Activity Representatives
At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

208.03 Local Advisory Committee
Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the schools membership in the MSHSL.

Please complete and return this form with your school's 2018-2019 Resolution for Membership. If the school board is responsible for more than one (1) high school, please complete a form for EACH high school.

West Senior High School
Name of School (Please Print)

208.01 VOTE ON BEHALF OF THE HIGH SCHOOL

Ann Hendricks
Designated School Board Member
(Please Print)

Brian Fell
Designated School Representative
(Please Print)

ahendr1@isd77.org
Email Address

bfell1@isd77.org
Email Address

208.02 ACTIVITY REPRESENTATIVES

Brian Fell
Boys' Sports
(Please Print)

Brian Fell
Girls' Sports
(Please Print)

Amanda Abel
Speech
(Please Print)

Eberhard Engel
Music
(Please Print)

Brian Fell
*Mailing Representative (Please Print)

* The Mailing Representative is the person to whom all mailings from the League office will be sent. Schools usually name the activity director as the primary recipient of the mailings or email messages.

208.03 LOCAL ADVISORY COMMITTEE MEMBERS

Board Member (Please Print)

Student (Please Print)

Parent (Please Print)

Faculty Member (Please Print)

2018-2019 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE

The following is taken from the MSHSL Constitution:

208.00 LOCAL CONTROL

208.01 Designated School Representatives
At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote, such as district meetings, region meetings, and mail ballots.

One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

208.02 Designated Activity Representatives
At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

208.03 Local Advisory Committee
Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the schools membership in the MSHSL.

Please complete and return this form with your school's 2018-2019 Resolution for Membership. If the school board is responsible for more than one (1) high school, please complete a form for EACH high school.

Mankato East High School
Name of School (Please Print)

208.01 VOTE ON BEHALF OF THE HIGH SCHOOL

Ann Hendricks
Designated School Board Member
(Please Print)

ahendr1@isd77.org
Email Address

Todd Waterbury
Designated School Representative
(Please Print)

twater1@isd77.org
Email Address

208.02 ACTIVITY REPRESENTATIVES

Jon Dierks
Boys' Sports
(Please Print)

Joe Madson
Girls' Sports
(Please Print)

Melanie Schmidt
Speech
(Please Print)

Robin Hughes
Music
(Please Print)

Todd Waterbury
*Mailing Representative (Please Print)

* The Mailing Representative is the person to whom all mailings from the League office will be sent. Schools usually name the activity director as the primary recipient of the mailings or email messages.

208.03 LOCAL ADVISORY COMMITTEE MEMBERS

Board Member (Please Print)

Student (Please Print)

Parent (Please Print)

Faculty Member (Please Print)

School Board Regular Meeting **5.F.**

Meeting Date: 08/13/2018

Prepared By: Sheri L. Allen, Superintendent

Item Type: Action

Subject:

Renewal of Membership in the Minnesota School Boards Association

Background:

The Minnesota School Boards Association is a service organization for Minnesota school districts. The organization is directed by a Board of Directors consisting of local school board members elected from director districts. The Association provides legislative assistance, assistance with negotiations, informational services regarding finance and legal matters, and in-service opportunities for School Board members.

Membership dues for District 77 for 2018-19 are $13,230. This amount is determined by way of a formula based upon the number of students in our District. The membership dues for 2017-18 were $12,723 and the increase for the current year is due to our increased enrollment numbers.

Recommended Action:

The administrative team recommends continued membership. Statutes require that election for membership in the MSBA pass by a two-thirds majority vote.

School Board Regular Meeting **6.A.**

Meeting Date: 08/13/2018

Prepared By: Sheri L. Allen, Superintendent

Item Type: Action

Subject:

Acceptance of Gifts and Grants

Background:

The L & N Andreas Foundation donated $10,000 to the Central High School TAPP Infant Daycare program.

Sertoma of Greater Mankato donated $2,000 to the Deaf & Hard of Hearing Program.

The Lake Washington Improvement Association donated $1,500 to the East High VEX Robotics program.

Quality 1 Hr Foto donated labor and materials valued at $602.50 to East High Activities for the Spring Honors posters.

Recommended Action:

The administration recommends Board acceptance of these generous gifts.

School Board Regular Meeting **6.B.**

Meeting Date: 08/13/2018

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

Item Type: Action

Subject:

Ratification of 2018-20 Agreement with the District 77 Food Service Workers Association

Background:

A tentative agreement was reached between District 77 and the District 77 Food Service Workers Association on June 26, 2018. Board members have received an analysis of the new agreement.

The District 77 Food Service Workers Association approved the tentative agreement on July 25, 2018.

Recommended Action:

The administration recommends that the School Board ratify the agreement.

School Board Regular Meeting **6.C.**

Meeting Date: 08/13/2018

Prepared By: Tom Sager, Director of Business Services

Item Type: Action

Subject:

Payable 2019 Tax Levy Hearing Date

Background:

Attached for the School Board's information is a calendar which outlines the 2019 payable property tax schedule in detail.

School Districts are required to discuss the levy and budget at a regularly scheduled board meeting and allow the public to speak.

The meeting to discuss the levy and budget can take place at any point after November 24th but before the final levy is adopted. The meeting must take place at 6:00 p.m. or later. The district can adopt the final levy at the same meeting they allow the public to speak.

The date of the regularly scheduled board meeting at which the levy and budget will be discussed must be announced at the board meeting when the proposed property tax levy is certified and also included in the summary of these proceedings published in the official newspaper of the district. The date of the board meeting where the levy and budget will be discussed must also be provided to the district's home county auditor for inclusion on the Truth in Taxation notices to be sent to property owners.

The Payable 2019 Tax Levy provides property tax revenue for the 2019-20 school year.

Recommended Action:

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

	DATE	DAY	TIME
Hearing Date	12/04/18	Tuesday	6:00 p.m.
Subsequent Hearing Date (Levy Action)	12/17/18	Monday	5:30 p.m.

Attachments

Property Tax Calendar

DEPARTMENT OF EDUCATION

School District
Levy Limitation and Certification Calendar
2018 Payable 2019 Levy

Date	Topic
March 15, 2018	Deadline for eligible school districts to have submitted locally approved integration plan and budget for Fiscal Year (FY) 2019. Plan and budget should have been submitted to the Minnesota Department of Education (MDE), Office of Equity and Innovation.
June 11, 2018	Deadline for districts to have submitted Career and Technical estimated expenditures.
June 30, 2018 *	Deadline for filing a board resolution with the commissioner requesting sparsity revenue adjustment for a school facility closed for FY 2019.
	School districts making a transfer from the debt redemption fund to the general fund should notify the department of the amount transferred by this date.
July 1, 2018 *	Department of Revenue certifies final 2017 adjusted net tax capacity for each district before this date.
	Deadline for board resolution adopting a population estimate for community education and/or adult basic education revenue.
	Deadline to submit population estimated for community education and/or adult basic education revenue to the state demographer.
July 15, 2018 *	Due date for FY 2018 Early Childhood Family Education (ECFE) Annual Report. A district may not certify a levy for ECFE unless it has submitted the report.
	Deadline for county auditors to submit Six-Month Supplemental School Tax Abatement Report for current year to MDE, School Finance.
July 31, 2018	Deadline for school districts to submit annual Long-Term Facilities Application – including school board certified revenue projection and expenditures, and statement of assurances.

Date	Topic
August 10, 2018	Deadline for school districts to submit Disabled Access Revenue Levy Authority Application. Deadline for consolidating districts to request levy authority for retirement incentives. Deadline for cooperative secondary facilities districts and school districts participating in an agreement for secondary education, or reorganizing under dissolution and attachment to request levy authority for severance pay and/or early retirement incentives. Deadline for Building/Lease information and estimates to be submitted via Levy Information System in order for it to appear on the initial levy report by September 7, 2018. (Data may be revised through September 30, 2018.) Deadline for districts to submit Debt Service data via Levy Information System in order for it to appear on the initial levy report by September 7, 2018. (Data may be revised through September 30, 2018.)
August 17, 2018	ADM Web Estimates System (ADMWE) District-wide resident, adjusted, extended-time, and EL ADM estimates are due to MDE.
August 24, 2018	Last day to adopt resolution calling for referendum election. ** Last day to notify county auditors of the date of the election and the questions to be voted on. ** • At least 74 days prior to election, when election is held on general Election Day. Minnesota Statutes, section 205A.07, subdivision 3 Last day to notify the commissioner of Education of the date of the election and the questions to be voted on. ** • At least 74 days prior to election day, when election is held on general election day • Minnesota Statutes, section 205A.07, subdivision 3a • Last day for school districts to review and update the ADMWE ADM and EL estimates for 2018-19, and 2019-20 for the initial levy report and forecast. Additional changes can be made for 2019-20 through September 30, 2018, for levy purposes.

Date	Topic
August 27, 2018	Deadline for districts to submit the following data via Levy Information System. After this date, data may be revised through September 30, 2018. (Please work with MDE when updating the information.) • Contact Information • Health Benefits and Annual Other Postemployment Benefits (OPEB) • Pupil Transportation • Elementary Sparsity • Secondary Sparsity • Building/Land Lease (due August 10) • Debt Service (due August 10) • General and Community Service Last day a district may make changes via Health and Safety website. Deadline to pass a board resolution to convert existing referendum authority from voter-approved to board-approved or to authorize new board-approved authority for taxes payable in 2019 and have this information appear on the levy limitation and certification report. (After this date, data can be revised by contacting MDE staff by September 15.*)
September 7, 2018	Deadline for MDE to certify levy limitations to school districts. Levy limit reruns will continue through September 30.
September 15, 2018 *	Deadline for districts to request approval from the commissioner to retain debt excess.
September 17, 2018 (pending)	Deadline to adjust the 2018 Payable 2019 maximum costs for Health and Safety projects.
September 30, 2018 *	Deadline for school districts to submit data changes to MDE. Deadline for school boards to certify proposed property tax levies to home county auditor. * For those school districts that have reached an agreement with their home county auditor as to a delayed date for certifying the proposed levy, this date may be extended to October 7. Deadline for MDE to certify school district levy limitations to county auditors. *
October 7, 2018 *	Deadline for school district to submit copy of proposed levies to MDE. For those school districts that have reached an agreement with their home county auditor as to a delayed date for certifying the proposed levy, this date is extended to October 10, 2018.

Date	Topic
October 15, 2018	Deadline for districts to submit Career and Technical actual expenditure changes for 17-18 for levy report.
October 22, 2018	Deadline for school districts holding referendum elections on November 6 to deliver by mail a notice of the referendum to each taxpayer in the district (at least 15 days prior to date of election). The notice may not be mailed to taxpayers prior to October 7 (no more than 30 days prior to election). ** • Deadline for school districts holding referendum elections on November 6 to provide copy of first class mail notice to county auditors and to MDE. ***
November 1, 2018	Annual Community Education Report is due.
November 2, 2018	MDE, Division of School Finance, removes ECFE and home visiting levy authorities from levy report if ECFE Annual Reports are not received. Last day districts may submit finalized information for OPEB bonding levy authority.
November 6, 2018	General election day. • Referendum elections can be held only on this date (except by mail-in ballot). *** Minnesota Statutes, section 126C.17, subdivision 9
November 24, 2018	Deadline for county auditor to prepare and county treasurer to deliver by mail a notice of proposed property taxes for all taxing authorities to each taxpayer. • This notice cannot be mailed earlier than November 11. • Minnesota Statutes, section 275.065, subdivision 3
After November 24, 2018, but before final levy is adopted	Districts are required to discuss the Payable 2019 Levy and FY 2019 budget at a regularly scheduled board meeting and allow the public to speak. • The meeting must take place at 6 p.m. or later. • The district may adopt the final levy at the same meeting. • Minnesota Statutes, section 275.065, subdivision 3
Five working days after December 20, 2018 (December 28, 2018)	School districts must adopt their final property tax levy. ** Deadline for school districts to certify final adopted levies to home county auditor. ** • Minnesota Statutes, section 275.07, subdivision 1

Date	Topic
December 28, 2018	Deadline (on or before) for school districts to submit PT Form TNT 2019 and Supplement (if applicable) to the Department of Revenue, Property Tax Division.
December 31, 2018	Deadline for districts to submit FY 2017 actual building/land lease costs via Levy Information System.
January 7, 2019	Deadline for school districts to notify MDE of final certified levies.
February 1, 2019	Deadline for county auditors to submit School Tax Abatement Report for previous year to MDE.
April 1, 2019	Deadline for county auditors to submit School Tax Report to MDE.

Notes

* Minnesota Statutes require information to be turned in by the date listed. However, these dates fall on weekends. The information and data will be due to MDE on the following Monday at the start of business hours.

****** Common School Districts 323 and 815 are exempt from the public hearing requirements of Truth-in-Taxation. However, these districts must comply with other levy certification requirements, including certification of proposed levies by September 30, 2018, and certification of final levies no later than five working days after December 20, 2018.

*** Districts holding a referendum election on November 6, 2018, should also reference *"Important Election Dates"* on Minnesota School Boards Association (MSBA) website (http://www.mnmsba.org/Elections-Referendums).

School Board Regular Meeting **6.D.**

Meeting Date: 08/13/2018

Prepared By: Tom Sager, Director of Business Services

Item Type: Action

Subject:

Act on McGinnis Chemical Health Services, LLC Contract for 2018-19

Background:

Attached is a proposed contract with McGinnis Chemical Health Services, LLC to provide Chemical Health Services to secondary students in District 77. The main component of these services is to provide an on-site chemical dependency counselor at each of our secondary schools for one day each week. The funding ($43,350.03) for these services is included in the 2018-19 budget under the Safe Schools Levy Program.

Recommended Action:

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

Attachments

Contract

McGinnis Chemical Health Services, LLC

316 1st Ave NW, Winnebago, MN 56098
507-381-3483 mchsllc64@gmail.com

Purchase of Service Contract

McGinnis Chemical Health Services, LLC

MCGINNIS CHEMICAL HEALTH SERVICES, PLLC (MCHS, LLC) shall perform the following services for **District 77 Mankato Public Schools** (hereinafter referred to as PURCHASER)

McGinnis Chemical Health Services, LLC, also known as Michael McGinnis, Licensed Alcohol and Drug Counselor (LADC), shall provide Chemical Health Services for all individuals referred for such services by PURCHASER on an "as requested" basis.

MCHS, PLLC Services shall include:

1. Providing PURCHASER electing to utilize the service, a menu of services.
2. Providing PURCHASER Schools the ability to select the number of hours per school site per week;
3. Providing a LADC on-site for the period of time requested by each of the participating schools;
4. Staff education and training;
5. Community Education within the scope of licensed skills;
6. Chemical Use assessments;
7. Technical assistance with prevention and resiliency curriculums;
8. Technical assistance to student assistance teams;
9. Remedial consultation with community professionals providing services for students and their families compliant with state and federal confidentiality laws; and
10. Submitting a monthly bill for provided by MCHS, LLC.

PURCHASER shall:

1 Make available space and equipment necessary to perform the service (see page 4).

2 Assure that each school requesting service submits requests within the scope of practice as outlined by the Minnesota Board of Behavioral Health to MCHS. LLC as well as to the PURCHASER.

3 Provide access to administrative and counseling personnel.

Fee for Services Rendered:

MCHS, LLC shall submit to the District 77 Superintendent's office a bill for services for the previous month by the 10th of each month. MCHS, LLC shall be reimbursed in monthly payments of **$4816.67** to be dispersed by the 15th of each month. In addition, MCHS, LLC shall be reimbursed mileage at the current IRS rate when travel outside the service area of the district is required. The total accumulation of billing within this contract period shall not exceed **$43,350.03** without the expressed written consent of PURCHASER. If the PURCHASER desires additional service either; a) this contract will be modified within this section; or b) an Addendum to this contract stipulating the amount of service in terms of hours and dollars will be authorized by the parties.

MCHS, LLC agrees not to charge individual students or their families referred by PURCHASER for Chemical Health Services any fees for said services but to consider payment from PURCHASER as payment in full. This does include any remedial consultation with community professionals involved in the referral.

This agreement shall begin on **September 4, 2018** and shall conclude **May 31 , 2019** unless earlier terminated upon 5 days' notice by either party, or amended upon 5 days' notice of intent for amendment by either party. If agreement to amend occurs, the amended contract shall proceed with the aforementioned restrictions intact.

THIS IS AN AGREEMENT FOR INDEPENDENT CONTRACTING SERVICES. THE

PURCHASER PROVIDES NO BENEFITS SUCH AS UNEMPLOYMENT INSURANCE, HEALTH INSURANCE OR WORKER'S COMPENSATION INSURANCE TO MCGINNIS CHEMICAL HEALTH SERVICES, PLLC.

THE PURCHASER IS ONLY INTERESTED IN THE RESULTS OBTAINED BY MCHS, LLC.

MCHS, LLC IS RESPONSIBLE FOR PAYMENT OF ALL FEDERAL, STATE, AND LOCAL INCOME TAXES ASSOCIATED WITH PERFORMING THIS CONTRACT AND REIMBURSEMENT FOR SERVICES RENDERED.

MUTUAL INDEMNIFICATION. Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees, against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the party, its agents, servants or employees in the execution, performance or failure to adequately perform its obligations pursuant to this Contract.

PURCHASER Authorized Representative **Date**

MCHS, LLC Authorized Representative **Date**

Addendum A MCHS, LLC Services Contract:

Space and Equipment

East Senior High, West Senior High, Dakota Meadows, Prairie Winds and Mankato Central High Schools shall make available:

1. office space to conduct Chemical Health Services during the hours the MCHS, LLC staff member is on Site;
2. a desk and chair and access to the Internet for the purpose of coordinating services with appropriate school staff;
3. appropriate lighting;
4. paper supplies from which copies of originals necessary to conduct Chemical Health services can be obtained.

MCHS, LLC Staff shall:

1. have originals of any forms, curriculum, and formats necessary to accomplish the Chemical Health Services;
2. have reference materials, current research information, and professional resource from which updates, revisions, and modifications to Chemical Health Services can be effected;
3. assure that the numbers of copies (#5 above) generated will be directly proportionate to the amount of service requested by an individual school; and
4. bring writing materials such as pens and legal notepads, laptop or similar electronic equipment.

Michael McGinnis, LADC

McGinnis Chemical Health Services, LLC

School Board Regular Meeting **6.E.**

Meeting Date: 08/13/2018

Prepared By: Tom Sager, Director of Business Services

Item Type: Action

Subject:

Act on 2018-2019 Employee Life Insurance Renewal

Background:

Mankato Area Public School's employee life insurance was sent out for bids through a formal Request for Proposal process. The current rate is 11.4 cents per thousand per month. Madison National Life quoted a matching plan with a three year rate guarantee of 10.9 cents per thousand per month. Supplemental term life coverage remains at 20 cents per thousand per month. Both the base and supplemental include accidental death and dismemberment coverage.

Recommended Action:

The administration recommends acceptance of the Madison National Life insurance plan effective September 1, 2018.

School Board Regular Meeting **6.F.**

Meeting Date: 08/13/2018

Prepared By: Tom Sager, Director of Business Services

Item Type: Action

Subject:

Act on Revised Adult 2018-2019 Breakfast/Lunch Prices

Background:

The district recently received this updated information from MDE. The U.S. Department of Agriculture (USDA) has established minimum price requirements for paid school lunches. The recommended prices for 2018-2019 are as follows:

ITEM DESCRIPTION	2017-18 PRICING	2018-19 PRICING	INCREASE
Lunch Program			
Elementary Paid K-5	$2.25	$2.25	-0-
Middle/Secondary Paid 6-12	$2.55	$2.55	-0-
Reduced Lunch K-12	-0-	-0-	-0-
All Adult	$3.60	$3.75	.15
Ala Carte Milk per ½ pint	$.35	$.35	-0-
Breakfast Program			
Kindergarten	-0-	-0-	-0-
Elementary Paid	$.95	$.95	-0-
Secondary Paid	$1.00	$1.00	-0-
Adult Paid	$1.75	$1.80	.05
Reduced Breakfast K-12	-0-	-0-	-0-

Recommended Action:

The administration recommends that Food Service prices be established for the 2018-2019 school year as presented. These prices represent no increase from 2017-2018 to student meals.