

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

March 18, 2019

The School Board of Independent School District No. 77 met in regular session on Monday, March 18, in the Mankato Room at the Intergovernmental Center. Vice-Chair Sapp called the meeting to order at 5:30 p.m. Members present at roll call: Judi Brandon, Ann Hendricks, Abdi Sabrie and Jodi Sapp. Absent: Sara Hansen, Kristi Schuck and Darren Wacker.

Mrs. Hendricks made a motion, and Mrs. Brandon seconded, approval of the agenda together with a Personnel Addendum. The motion carried on a 4-0 voice vote.

Open Forum: No one wished to speak.

Information Reports: Washington Elementary School Report presented by Shane Baier and Tabatha Miller; West High School Report presented by Sherri Blasing, Mike Elston and Kai Sill; Board member workshop and committee reports.

The consent agenda items outlined below were approved on a motion by Mrs. Hendricks, seconded by Mrs. Brandon, and carried on a 4-0 roll call vote.

Approval of Minutes of the March 4, 2019, regular Board meeting.

Approval of March bills totaling \$6,027,590.46.

Personnel:

APPOINTMENTS (NON-AFFILIATED)

Marti Sievek - Interim Director of Teaching and Learning beginning April 1, 2019. The annual salary for this position is \$115,000, prorated to \$28,750 for 65 days and he will receive category IV benefits.

APPOINTMENTS (INSTRUCTIONAL)

Karen Barnett - Long Term Substitute for Ann Weber at Franklin Elementary School beginning April 22 and ending June 5, 2019. She will be placed at step 10 of the M lane on the Teachers Association salary schedule.

Debra Fogal - Special Education Teacher at Franklin Elementary School beginning March 18 and ending June 5, 2019 for the 2018-19 school year. She will be placed at step 10 of the M lane on the Teachers Association salary schedule.

Rebecca Sexton - Long Term Substitute Teacher for Breanna Scott at East High School beginning March 9 and ending June 6, 2019. She will be placed at step 10 of the M lane on the Teachers Association salary schedule.

APPOINTMENTS (NONINSTRUCTIONAL)

Melia Kennelly - ACES Child Care Assistant at Eagle Lake Elementary School for 4 hours per day/5 days per week beginning March 11, 2019. She will be compensated at the rate of \$10.15 per hour.

Quincey Krein - NonClassroom (Playground) Paraprofessional at Monroe Elementary School for 1 hour 55 minutes per day/1 day per week (Tuesdays) beginning March 12, 2019. She will be compensated at the rate of \$12.76 per hour.

Rita Kump - Long Term Substitute Intervention Paraprofessional for Jane Laven at Roosevelt Elementary School for 5.5 hours per day/5 days per week beginning April 4 and ending on or about April 25, 2019. She will be compensated at the rate of \$13.53 per hour.

Nicholas Lehman - ACES Child Care Assistant at Kennedy Elementary School for 4 hours per day/3 days per week beginning March 13, 2019. He will be compensated at the rate of \$9.90 per hour.

Kimberly Luna - NonClassroom (Cafeteria) Paraprofessional at Dakota Meadows Middle School for 2.5 hours per day/5 days per week beginning April 1, 2019. She will be compensated at the rate of \$12.76 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Patrick McCarthy - Special Education Paraprofessional at East High School for 6.75 hours per day/5 days per week beginning March 20, 2019. He will be compensated at the rate of \$12.76 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Stephanie Morey - NonClassroom (Cafeteria) Paraprofessional at Dakota Meadows Middle School for 2.5 hours per day/5 days per week beginning April 1, 2019. She will be compensated at the rate of \$12.76 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Alexandra Rivers - ACES Child Care Assistant at Rosa Parks Elementary School for 4 hours per day/1 day per week beginning March 4, 2019. She will be compensated at the rate of \$10.40 per hour.

Mercedes Saltou - ACES Child Care Assistant at Kennedy Elementary School for 4 hours per day/3 days per week beginning March 14, 2019. She will be compensated at the rate of \$9.90 per hour.

Blake Scheffknecht - NonClassroom (Playground) Paraprofessional at Monroe Elementary School for 1 hour 55 minutes per day/5 days per week beginning March 12, 2019. He will be compensated at the rate of \$12.76 per hour.

Dylan Tomlinson - Seasonal Grounds Worker for 8 hours per day/5 days per week beginning March 18 and ending October 31, 2019. He will be compensated at the rate of \$10.45 per hour.

Jose Reyes Vidales - Custodian in Charge of Building - Level 2 at Prairie Winds Middle School for 8 hours per day/5 days per week beginning April 1, 2019. He will be placed at step 2, classification B22 of the Maintenance and Custodial Workers Association salary schedule with an hourly rate of \$17.92.

CONTRACT ADJUSTMENTS (NONINSTRUCTIONAL)

Megan Ellerbeck - Decrease in ACES Child Care Assistant assignment to 4 hours per day/1 day per week at Kennedy Elementary School, effective as of March 11, 2019.

Alexa Heimer - Increase in Special Education Student Success Coach assignment at Monroe Elementary School to 6.25 hours per day/5 days per week and discontinue her assignment as NonClassroom (Playground) Paraprofessional beginning March 4, 2019.

Ronette Hornick - Increase in Early Learning Regular Education Paraprofessional assignment from 7 hours per day/M-Th to 7 hours/M,W and 9 hours/T,Th (evening ECFE) for a total of 32 hours per week beginning March 18, 2019.

Steve Matthes - Transfer from Custodian in Charge of Building to Lead Evening Custodian at Prairie Winds Middle School for 8 hours per day/5 days per week beginning April 1, 2019. He will be placed at step 5, classification A13 of the Maintenance and Custodial Workers Association salary schedule with an hourly rate of \$17.82.

Hani Nur - Decrease in Special Education Paraprofessional assignment at Franklin Elementary School from 6.25 hours per day to 5.75 hours per day/5 days per week beginning October 8, 2018.

Macayla Padmore - Transfer from ACES Child Care Assistant to ACES Assistant Site Supervisor at Bridges Community School for 4 hours per day/5 days per week beginning March 18 2019. She will be compensated at the rate of \$10.65 per hour.

Kylee Reimann - Decrease in NonClassroom (Playground) Paraprofessional assignment at Monroe Elementary School from 5 days per week to 1 hour 55 minutes per day/3 days per week beginning March 4, 2019.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Heather Brand, Grade 1 Teacher at Hoover Elementary School, has requested a leave under the provisions of the Family Medical Leave Act commencing on August 26 and returning to work December 2, 2019.

Angie Davis, Teacher at Washington Elementary School, has requested a leave under the provisions of the Family Medical Leave Act commencing on April 22 and returning to work May 28, 2019.

Kelly Donna - Teacher on Board approved leave, has requested an unpaid leave for the 2019-20 school year.

Hannah Loewen, Grade 6 English Teacher at Prairie Winds Middle School, has requested a leave under the provisions of the Family Medical Leave Act commencing on August 26 and returning to work November 18, 2019.

Karissa Nickels, Teacher at Rosa Parks Elementary School, has requested a leave under the provisions of the Family Medical Leave Act commencing on September 9 and returning to work November 25, 2019.

REQUESTS FOR LEAVE (NONINSTRUCTIONAL)

Jose Gomez, Student Success Coach at Prairie Winds Middle School, has requested an unpaid leave beginning March 6 and continuing through the end of the 2018-19 school.

Jane Laven, Intervention Paraprofessional at Roosevelt Elementary School, has requested a leave under the provisions of the Family Medical Leave Act commencing on April 4 and returning to work in approximately 6-12 weeks.

Ashley Pasbrig - Extend Board approved leave. Return to work April 1, 2019.

Kimberly Schultz Yanez - Extend Board approved leave through March 29, 2019.

RESIGNATIONS (INSTRUCTIONAL)

Jane Ellingson, Social Studies Teacher at West High School, has submitted her resignation for purposes of retirement. Her last date of employment will be June 7, 2019.

Laurie Hagberg, Family and Consumer Science Teacher at West High School, has submitted her resignation for purposes of retirement, effective as of June 7, 2019.

Christine Manteufel - Special Education Teacher at Central High School. Last date of employment will be March 29, 2019.

Ann Weber, Intervention Teacher at Franklin Elementary School, has submitted her resignation for purposes of retirement. Her last date of employment will be June 6, 2019.

RESIGNATIONS (NON-AFFILIATED)

Heather Mueller - Director of Teaching and Learning. Last date of employment will be March 31, 2019.

Gwen Walz - Assessment Coordinator, effective as of December 31, 2018.

RESIGNATIONS (NONINSTRUCTIONAL)

Leah Bissell - ACES Child Care Assistant. Last date of employment will be May 8, 2019.

Devon Boots - ACES Child Care Assistant. Last date of employment will be March 28, 2019.

Emily Conn- ACES Child Care Assistant. Last date of employment will be June 5, 2019.

Megan Enevoldsen - Special Education Student Success Coach at Futures. Last date of employment will be April 5, 2019.

Nancy Gannon - Media Assistant at Hoover Elementary School. Last date of employment will be April 5, 2019.

Jeanne Groothuis - ACES Child Care Assistant. Last date of employment was March 14, 2019.

Taylor Heneman - ACES Child Care Assistant. Last date of employment will be June 5, 2019.

Angela Hiller - NonClassroom (Lunchroom) Paraprofessional at Dakota Meadows Middle School. Last date of employment was March 15, 2019.

Quincey Krein - ACES Child Care Assistant. Last date of employment in this position was March 12, 2019, so that she can accept a Playground Supervisor position at Monroe Elementary School.

Jillian Kuduk - Temporary ACES Secretary. Last date of employment will be March 15, 2019.

Kelsey Lagasse - Special Education Job Coach. Last date of employment was March 6, 2019.

Paige Larrabee - ACES Child Care Assistant. Last date of employment will be June 5, 2019.

Janece Lundquist, Facilities Secretary, has submitted her resignation for purposes of retirement. Her last date of employment will be June 7, 2019.

Cindy Matuska - Secretary, as needed, at Loyola High School. Last date of employment will be June 7, 2019. She will continue as a clerical substitute.

Sandi Miller - ACES Child Care Assistant, effective as of March 7, 2019.

Clara Musselman - ACES Child Care Assistant. Last date of employment will be June 5, 2019.

Olivia Nguyen - Childcare Aide at Lincoln Logs Learning Center. Last date of employment will be March 20, 2019.

Caroline Point - ACES ChildCare Assistant. Last date of employment March was 18, 2019.

Justine Reimers - ACES Child Care Assistant. Last date of employment will be June 5, 2019.

Megan Remes - Early Learning Regular Education Paraprofessional. Her last date of employment was August 14, 2018.

Morgan Stolpa - ACES Child Care Assistant. Last date of employment will be May 1, 2019.

Jolene Studer - Special Education Paraprofessional at Washington Elementary School. Last date of employment was March 14, 2019.

Andrew Sturm - ACES Child Care Assistant. Last date of employment was March 7, 2019.

The following gifts and grants were received by the School District:

East High VEX Robotics received the following donations:

Peggy Walters - \$1,000 and 900 wristbands valued at \$288

Lindsay Windows - \$1,000

Jennifer Kolstad - \$100

Mark and Patricia Swanson - \$100

Ronald Meyer - \$150

Timothy and Elizabeth Swanson - \$1,500

Wells Fargo Bank - \$500

All American Foods - \$750

West High VEX Robotics received the following donations:

R & E Enterprises of Mankato - \$250

Von Automation - \$500

Charles and Alanna Brandel - \$500

First National Bank Minnesota - \$50

Hatanpa Insurance Agency - \$250

A donation of \$1,500 was given to the West High Edward Schultz Scholarship Fund and \$1,500 to the East High Edward Schultz Scholarship Fund.

Jerry's Body Shop donated a Hunter automotive lift, alignment system, technician setup of the system, and training to the East/West Automotive Technology program. The donation is valued at \$16,500.

Condux International donated steel valued at \$43.94 to the West High Tech Ed program for welding practice.

Northern Comfort donated \$100 to East High Dance Company.

Mrs. Brandon made a motion to accept the gifts. The motion was seconded by Mrs. Hendricks and carried on a 4-0 voice vote.

On March 7, 2019, three bids were received for the 2019 Site (Hard Surface) Improvements (see page _____). The administrative team and Bolton & Menk, Inc., our professional engineering firm, recommended that the bid as submitted by W.W. Blacktopping, Inc. in the amount of \$218,859.50 be accepted by the School Board. The project budget is \$234,800.00. Mrs. Brandon made a motion to accept the bid as recommended and Ms. Sapp seconded the motion. The motion carried on a 4-0 roll call vote.

On March 7, 2019, four bids were received for the Roofing at Lincoln Community Center (see page _____). The administrative team and Garland Roofing, our professional engineering firm, recommended that the bid as submitted by Palmer West Construction Company in the amount of \$402,000.00 be accepted by the School Board. The project budget is \$480,000.00. A motion was made by Mrs. Hendricks to accept the bid as recommended, seconded by Mrs. Brandon, and carried on a 4-0 roll call vote.

In accordance with District Policy 703, the School Board must name a fiscal auditor to audit the financial records of the School District. A proposal has been submitted by our current auditing firm, Clifton Larson Allen LLP to provide this service for the 2018-2019 fiscal year with the base fee not to exceed \$30,135. Following questions, Mrs. Brandon made a motion to approve the firm of Clifton Larson Allen to serve as the fiscal auditor for fiscal year 2018-19. The motion was seconded by Ms. Sapp and carried on a 4-0 roll call vote.

There being no further business to consider, Mrs. Hendricks moved and Mrs. Brandon seconded, that the meeting be adjourned. The meeting was declared adjourned at 6:37 p.m., on a 4-0 voice vote.

Clerk _____

Attest:

Chairperson _____



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1960 Premier Drive
Mankato, MN 56001-5900

Ph: (507) 625-4171
Fax: (507) 625-4177
Bolton-Menk.com

March 7, 2019

Mr. Scott Hogen
Director of Facilities
Independent School District No. 77
10 Civic Center Plaza, Suite 1, P.O. Box 8741
Mankato, MN 56002-8741

RE: 2019 Site (Hard-Surface) Improvements
Independent School District No. 77
BMI Project No. M18.117498

Dear Mr. Hogen,

Bids were received and opened on Thursday, March 7th at 1:30pm for the 2019 Site (Hard Surface) Improvement project. Three (3) bids were received and the results of the bids are tabulated below:

<u>Bidder</u>	<u>Total Bid Amount</u>
W.W. Blacktopping, Inc.	\$218,859.50
Nielsen Blacktopping & Concrete, Inc.	\$226,560.00
OMG Midwest, Inc. (SMC)	\$231,151.35
Engineer's Estimate	\$234,800.00

The low bidder for the bid is W.W. Blacktopping, Inc., from Mankato, Minnesota. The low bid is approximately 6.8% below the Engineer's Estimate. Based on past performance on similar projects in previous years, it is our opinion that W.W. Blacktopping, Inc. is qualified to perform the work required under this contract. We hereby recommend that W.W. Blacktopping, Inc. be awarded the contract based on the bid contract amount of \$218,859.50, subject to the availability of funds for the project.

Please feel free to contact me if you have any questions or if you require any additional information.

Sincerely,

BOLTON & MENK, INC.

Daniel R. Sarff, P.E.
Project Engineer

DRS/drs



Mankato Public Schools 2019 Roof Project
Roof Bid Results - Lincoln Community Center Section A

Thursday, March 7, 2019 1:00 PM

COMPANY	Bid Bond	Responsible Contractor Form	Addendum #1 Acknowledged	Line Item #1- Base Bid Lincoln Community Center Section A	Anticipated Completion Date before October 25th, 2019	Unit Price for Insulation Replacement - brd/ft	Unit Price for Deck Repair	Unit Price for drain replacement and plumbing
Berwald	X	X	X	\$493,000.00	Yes	\$2.20	\$12.00	\$1,500
Schwickerts	X	X	X	\$428,917.00	Yes	\$1.50	\$7.50	\$1,750
Palmer West	X	X	X	\$402,000.00	Yes	\$2.00	\$8.00	\$1,200
McPhillips Bros.	X	X	X	\$436,000.00	Yes	\$2.00	\$10.00	\$1,800

NOTES: Palmer West Construction is the low qualified bidding contractor at \$402,000.

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

March 18, 2019

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1. Hendricks/Brandon approval of agenda with personnel addendum. 4-0
2. Open Forum - no one wished to speak.
3. Information: Washington Elementary Report, West High Report, Board Member Reports.
4. Hendricks/Brandon approval of Consent Agenda Items: Approval of Minutes of the March 4, 2019, regular meeting; Approval of March Bills; Personnel. 4-0
5. Brandon/Hendricks acceptance of gifts. 4-0
6. Brandon/Sapp approval of hard surface bid from W.W. Blacktopping. 4-0
7. Hendricks/Brandon approval of roofing bid from Palmer West Construction. 4-0
8. Brandon/Sapp approval of Clifton Larson Allen as auditor for fiscal 2018-19. 4-0
9. Hendricks/Brandon adjournment at 6:37 p.m. 4-0

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.