



## AGENDA

Independent School District No. 77  
Mankato, MN 56001

Monday, March 18, 2019 - 5:30 p.m.  
Intergovernmental Center - Mankato Room

Greeters: Supt. Sheri Allen and Board Member Ann Hendricks

1. CALL TO ORDER AND ROLL CALL (5:30 P.M.)
2. APPROVAL OF AGENDA (5:30 P.M.)
3. OPEN FORUM (5:35 P.M.)
4. INFORMATION (5:45 P.M.)
  - A. Washington School Report
  - B. West High School Report
  - C. Board Member Workshop/Committee Reports
5. CONSENT AGENDA (6:20 P.M.)
  - A. Approval of Minutes of March 4, 2019, Regular Meeting
  - B. Approval of March Bills
  - C. Personnel
    1. Personnel - Addendum
6. BUSINESS (6:25 P.M.)
  - A. Acceptance of Gifts and Grants

- B. Act on 2019 Site (Hard Surface) Improvements Bids
  - C. Act on Roofing at Lincoln Community Center Bids
  - D. Naming of Auditor for Fiscal 2018-2019
7. ADJOURNMENT (6:45 P.M.)



## School Board Members for 2019

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

Jodi Sapp, Vice-Chair  
20588 Old State Highway 66  
Mankato, MN 56001  
Phone: 507-351-6597  
E-Mail: [jsapp1@isd77.org](mailto: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](mailto: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](mailto: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](mailto:kschuc1@isd77.org)  
Term Ends December 31, 2021

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

Abdi Sabrie  
537 Linda Drive  
Eagle Lake, MN 56024  
Phone: 507-933-4254  
E-Mail: [asabri1@isd77.org](mailto: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](mailto: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](http://www.isd77.org)

School Board Meeting Agendas and Minutes can be found at [www.isd77.org/page/4677](http://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

**School Board Regular Meeting**

**4.A.**

**Meeting Date:** 03/18/2019

**Prepared By:** Heather Mueller, Director of Teaching and Learning

**Item Type:** Information

---

**Subject:**

Washington School Report

**Background:**

Shane Baier, Connie Long and Tabatha Miller will present a report on Washington School

**Recommended Action:**

N/A

---

**Attachments**

Washington Elementary School Report

---



# **2018–19 Washington Report to the School Board**

March 18th, 2019



# **Strategic Direction: Academics**

Focus on Reading Achievement:

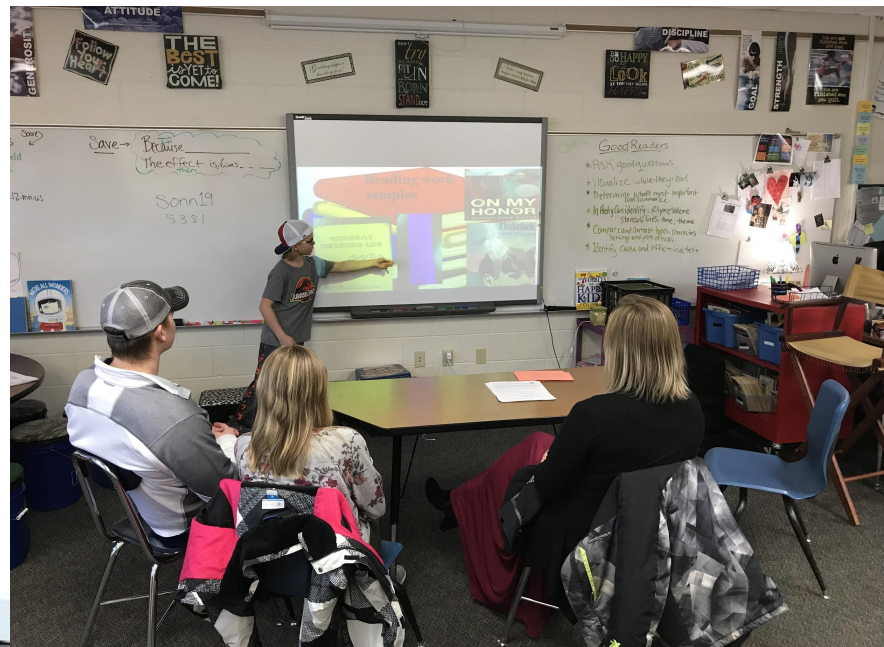
1. Balanced Literacy Approach
2. Eliminate variability by establishing reading fidelity checklist
3. Individualized Coaching and Job Embedded Professional Development
4. Professional Learning Communities Meet Weekly and on Late Starts





# 1. Leader in Me; 7 Habits of Happy Kids

2. PRIDE Time / Wildcats Rallies
3. Wildcat 2 Wildcat Mentoring
4. Student Leadership Team
5. Developing Students as Leaders
6. Restorative Circles & Chats





# Academic Achievement Data - Elementary

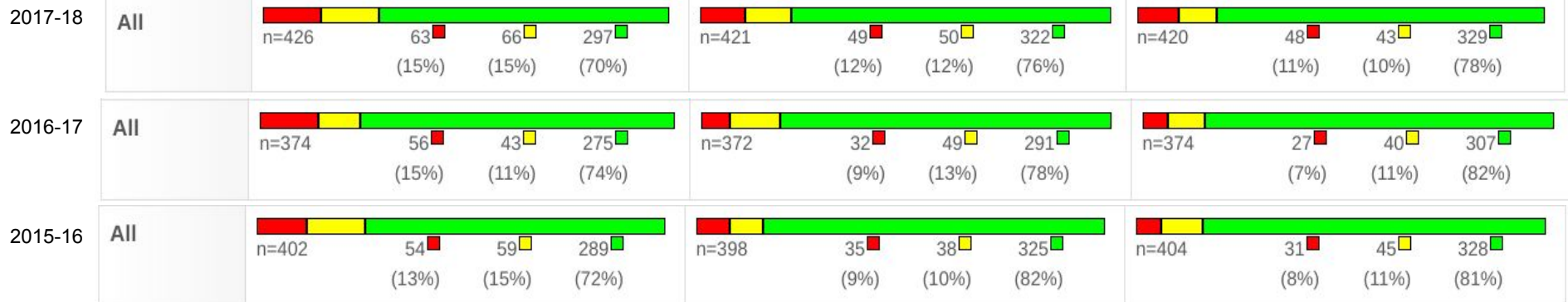
## MCA Math Trend



## MCA Reading Trend



## DIBELS Trend





# Attendance Data

Mankato Area Public Schools

ISD 77

94.58

Washington

94.82



# Attendance Data

## FRP



## EL



## Special Ed



## Gender



## Race/Ethnicity







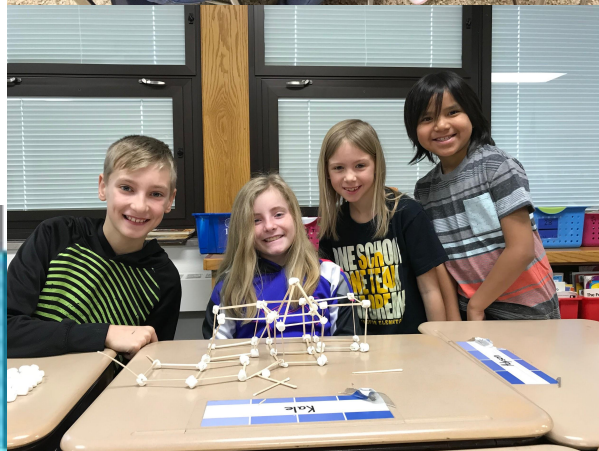
# Students and Staff embracing our motto; Live, Learn, Lead.



**WIGS**  
(Wildly Important Goals)

My Academic and Personal Goals

| Area     | Goal                          | How I will meet my goal... | Evidence that I met my goal... |
|----------|-------------------------------|----------------------------|--------------------------------|
| reading  | To Show growth in my Reading. | I will read every day.     |                                |
| reading  |                               |                            |                                |
| behavior | I will show kindness.         | I will use my paws.        |                                |



**Wildcat Reading Level Data Tracking**

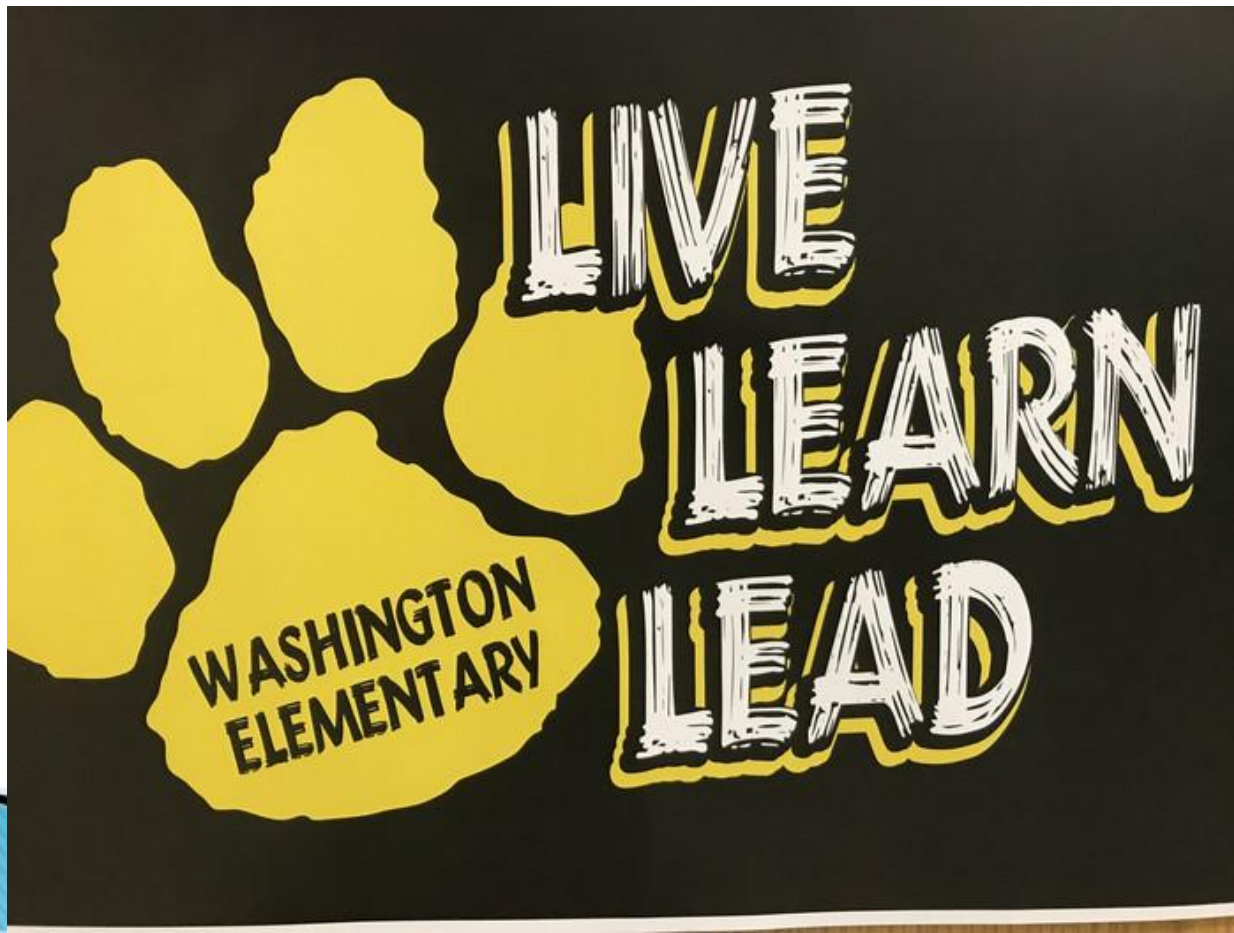
Record the date and color in the squares to match your Wildcat Reading Level.

|       |       |      |      |      |
|-------|-------|------|------|------|
| BK    |       |      |      |      |
| Wt    |       |      |      |      |
| 2R    |       |      |      |      |
| 1R    |       |      |      |      |
| 2B    |       |      |      |      |
| 1B    |       |      |      |      |
| 2G    |       |      |      |      |
| 1G    |       |      |      |      |
| 1Y-3Y |       |      |      |      |
| RTM   |       |      |      |      |
| Level |       |      |      |      |
| Date  | Sept. | Nov. | Jan. | Mar. |

© La Belle Coccinelle & Let's Talk Teaching



# Questions



**School Board Regular Meeting**

**4.B.**

**Meeting Date:** 03/18/2019

**Prepared By:** Heather Mueller, Director of Teaching and Learning

**Item Type:** Information

---

**Subject:**

West High School Report

**Background:**

Sherri Blasing, Mike Elston and Kai Sill will present a report on West High School.

**Recommended Action:**

N/A

---

**Attachments**

West High School Presentation

---





# 2018–19 **West High School** Report to the School Board



March 18, 2019





# Strategic Direction A

## Academics



## Engagement and Collaboration

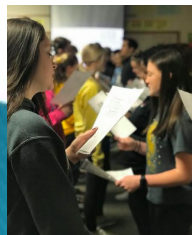


### Engagement

- Amplify Student Voice
- Relevant, authentic learning experiences
- Intentionally engage the disengaged

### Collaboration

- Collaborative Learning Activities
  - Workshop Model
  - AVID Tutorials
- Teachers - Game On Thursdays





# Strategic Direction E

## Social/Emotional

### Restorative Practices and Life Journey Course

#### Restorative Practices

- Staff trained
- All students in grades 9, 10, and 11 have experienced Restorative Circles
- Support Staff and Administration use Restorative Practices

#### Life Journey Course

- Building Leadership Team (BLT) members completed Life Journey prior to the beginning of this school year
- All Teachers began Life Journey January 21, 2019

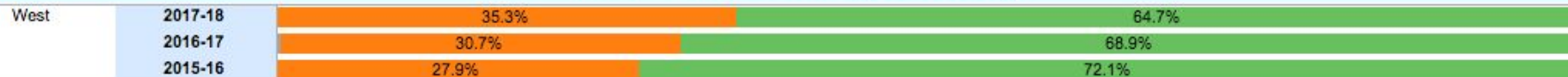




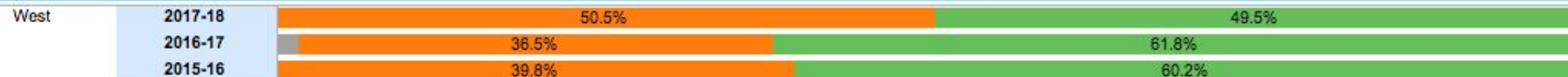
# Academic Achievement Data



## West MCA Proficiency - Reading



## West MCA Proficiency - Math





# Attendance Data



Mankato Area Public Schools

ISD 77

94.58



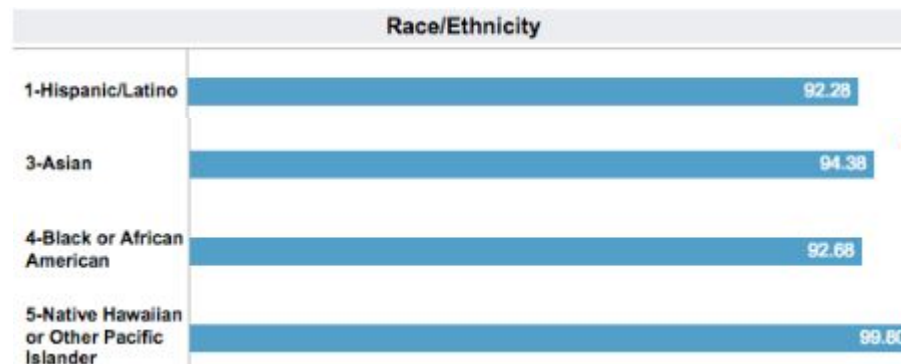
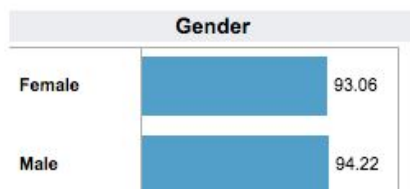
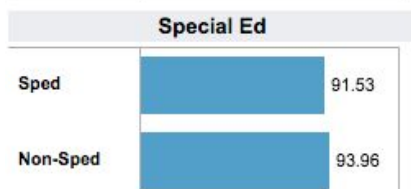
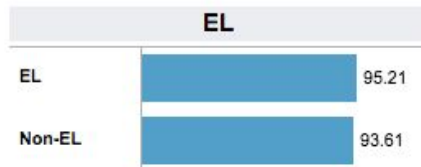
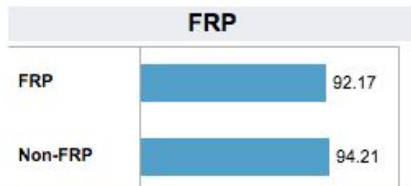
West

93.66





# Attendance Data







# Building Highlights

## Staff



## Parent comments about staff

### It Takes a Village



- We are blessed to have staff at West to educate and guide him. It takes a village and we have a strong one!
- I am very pleased that Mankato West has teachers that care about their students enough to pay attention to shifts in efforts or attitude and they take action when they notice the shift. This is exactly how high school students learn.
- I am so thankful for the relationships and the help that the staff has given my child.
- We are VERY blessed to be in this GREAT school community. It takes a Village to raise a child.
- We are so thankful our child is here!





# Building Highlights

## Students



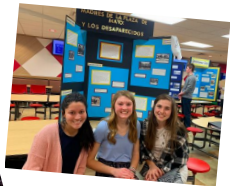
### Student Celebration

### Overcoming and Giving Back

- Teacher Cadet
- Peer Tutor, Mentor
- Mentor
- Career Lab
- Mentor
- Basketball
- Teacher Cadet/SCC







Thank You!

**School Board Regular Meeting**

**4.C.**

**Meeting Date:** 03/18/2019

**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:** 03/18/2019

**Prepared By:** Sheri L. Allen, Superintendent

**Item Type:** Action

---

**Subject:**

Approval of Minutes of March 4, 2019, Regular Meeting

**Background:**

See attachment.

**Recommended Action:**

Recommend approval of the minutes and proceedings as attached.

---

**Attachments**

Minutes - March 4, 2019, Regular Meeting

---

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

March 4, 2019

The School Board of Independent School District No. 77 met in regular session on Monday, March 4, in the Mankato Room at the Intergovernmental Center. Chair Wacker called the meeting to order at 5:30 p.m. Members present at roll call: Judi Brandon, Sara Hansen, Ann Hendricks, Abdi Sabrie, Jodi Sapp, Kristi Schuck and Darren Wacker. Absent: none.

Ms. Schuck made a motion, and Mrs. Brandon seconded, approval of the agenda together with a Personnel Addendum. The motion carried on a 7-0 voice vote.

Open Forum: Jeff Bjork (317 Willard Street, Mankato) regarding best wishes to Superintendent Allen.

The Profile for the New Superintendent (see page \_\_\_\_\_) was presented by Ken Dragseth, School Exec Connect. He reviewed the process for gathering the information, and also shared the timeline for the hiring of the new superintendent.

Information Reports: Talent Development Report presented by Heather Mueller, Karen Westberg and Tania Lyon.

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

Approval of Minutes of the February 19, 2019, regular Board meeting.

Personnel:

APPOINTMENTS (INSTRUCTIONAL)

Theresa Calsbeek - Long Term Substitute Teacher for Laura Mitchell at Monroe Elementary School beginning on or about April 25 and ending June 6, 2019. She will be placed at step 5 of the B+15 lane on the Teachers Association salary schedule.

Abigail Fischer - Long Term Substitute Teacher for Brittany Ward at Roosevelt Elementary School beginning on or about February 24 and ending May 24, 2019. She will be placed at step 1 of the B lane on the Teachers Association salary schedule.

Joe Johnson - Summer School Administrator Intern beginning March 1 and ending August 5, 2019. This is an unpaid assignment.

Renea Ratzloff - Long Term Substitute Teacher for Laura Duflo at Monroe Elementary School beginning on or about April 1 and ending June 6, 2019. She will be placed at step 8 of the M lane on the Teachers Association salary schedule.

Kari Welter - Secondary/MSU,M Field Experience Mentor (TOSA) Extending position from July 1, 2019 and ending June 30, 2020.

APPOINTMENTS (NONINSTRUCTIONAL)

Bailey Bickford - Testing Proctor at Washington Elementary School beginning March 1 - May 31, 2019 as needed during testing. She will be compensated at the rate of \$10.25 per hour.

Reagan Brauer - NonClassroom (Playground) Paraprofessional at Washington Elementary School for 1.75 hours per day/2 days per week (M,T) beginning March 1, 2019. He will be compensated at the rate of \$12.76 per hour.

Jose Gomez - Transfer from Student Success Coach at Prairie Winds Middle School to Brailist in Training at Hoover Elementary School for 6.25 hours per day/5 days per week beginning March 6, 2019. He will be compensated at the rate of \$15.00 per hour and will be eligible for 6-3-2 benefits.

Paul Hampton - Special Education Paraprofessional at Washington Elementary School for 6.25 hours per day/5 days per week beginning February 26, 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.

Isabelle LeBlanc-Walz - ACES Child Care Assistant at Monroe Elementary School for 4 hours per day/2 days per week beginning February 21, 2019. She will be compensated at the rate of \$9.86 per hour.

Antonio Mendez Feliz - Special Education Paraprofessional at Dakota Meadows Middle School for 6.75 hours per day/5 days per week beginning March 1, 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.

Alfonse Oyoyo - Student Success Coach at Prairie Winds Middle School for 7 hours per day/5 days per week beginning February 27, 2019. He will be compensated at the rate of \$15.39 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Annette Perry - Special Education Student Success Coach at Prairie Winds Middle School for 7 hours per day/5 days per week beginning March 1, 2019. She will be compensated at the rate of \$15.39 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Elizabeth Riska - Structured Study Center Supervisor at Prairie Winds Middle School for 6.75 hours per day/5 days per week beginning March 4, 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.

Allison Zielske - Long Term Substitute Early Learning Regular Education Paraprofessional for Beret Ouren beginning February 21 and ending on or about March 20, 2019. She will be compensated at the rate of \$12.76 per hour for this assignment.

#### CONTRACT ADJUSTMENTS (NONINSTRUCTIONAL)

Chandler Gooding - Increase in ACES Child Care Assistant assignment to 4 hours per day/5 days per week at Hoover/Monroe/Washington Elementary Schools beginning March 4, 2019.

Paige Larrabee - Transfer from interim ACES Site Supervisor position to ACES Assistant Site Supervisor at Eagle Lake Elementary School beginning February 25, 2019. She will be compensated at the rate of \$11.00 per hour.

Steve Piroso - Decrease in ABE Teaching Assistant assignment from 5.5 hours per day to 3 hours per day/5 days per week beginning February 15, 2019.

#### REQUEST FOR LEAVE (INSTRUCTIONAL)

Adam Arnst, Physical Education Teacher at East High School, has requested a leave under the provisions of the Family Medical Leave Act, commencing on April 29 and returning to work May 24, 2019.

Amber Baumann, Grade 5 Teacher at Eagle Lake Elementary School, has requested a leave under the provisions of the Family Medical Leave Act commencing on May 8 and continuing through the end of the 2018-19 school year.

Sarah Wennes, Continuous Improvement Coach, has requested an unpaid leave for the 2019-20 school year.

#### REQUESTS FOR LEAVE (NON-AFFILIATED)

Cole Hoins, ACES Site Supervisor, has requested a leave under the provisions of the Family Medical Leave Act, commencing on or about March 22 and ending on or about March 29, 2019.

#### REQUEST FOR LEAVE (NONINSTRUCTIONAL)

Christinna Olson, Special Education Paraprofessional at East High School, has requested an intermittent leave under the provisions of the Family Medical Leave Act beginning February 5 and continuing through April 30, 2019.



#### RESIGNATIONS (INSTRUCTIONAL)

Ruth Arians, School Counselor with NonPublic Schools, has submitted her resignation for purposes of retirement. Her last date of employment will be June 7, 2019.

Cynthia Pischner, Media Specialist at East/Prairie Winds Middle Schools, has submitted her resignation for purposes of retirement. Her last date of employment will be June 7, 2019.

Margaret Tacheny, Spanish Teacher at East High School, has submitted her resignation for purposes of retirement. Her last date of employment will be June 7, 2019.

#### RESIGNATIONS (NONINSTRUCTIONAL)

Kaitlin Altman - ACES Child Care Assistant. Her last date of employment will be May 2, 2019.

Kasey Carstensen - LPN/Health Assistant at Dakota Meadows Middle School, effective as of April 5, 2019.

Ellie Hansen - ACES Child Care Assistant. Her last date of employment will be June 5, 2019.

Tammy Hayes - RN/Health Assistant at Bridges Community School. Her last date of employment will be June 6, 2019.

Lacey Judkins - ACES Child Care Assistant. Her last date of employment will be June 5, 2019.

Kate Kruger - ACES Child Care Assistant. Her last date of employment will be April 24, 2019.

Anna Long - ACES Child Care Assistant. Her last date of employment was February 22, 2019.

Raven Peterson - Infant Care Provider with the TAPP Daycare Program, effective as of May 31, 2019.

Jessica Provancha - Sign Language Interpreter, effective as of March 4, 2019.

Madison Shepherd - ACES Child Care Assistant. Her last date of employment will be April 3, 2019.

Julie Warner - Special Education Paraprofessional at East High School. Her last date of employment was February 18, 2019.

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

The Early Learning program received \$200 in miscellaneous supplies from an anonymous donor.

The East High Wolverton Scholarship fund received individual donations totaling \$235 in memory of George Patchin and \$640 in memory of Tony Knapp.

Courtney and David Ireland donated \$200 to the Food Service program.

Prairie Ecology Bus provided a \$5,100 grant to Franklin Elementary School.

Matthew Wolff donated \$1,000 to the West High Wolff Family Scholarship fund.

Govenaires Drum and Bugle Corp donated \$100 to the West High Girls Golf program.

Arlee and Pam Schweim donated \$50 to Washington Elementary School.

The National Association for Gifted Children donated \$1,000 to the Talent Development program.

Mankato Area Hockey Association donated \$250 to the East Girls Hockey program.

Lee and Wendy Masters donated \$500 to the East High Baseball program.

East High Dance Company received the following donations:

Cross Country Underground Inc. - \$200

Tweetens One Stop Inc. - \$200

Dino's Pizzeria - \$400

Jo's Fitness Garage - \$100

East High VEX Robotics received the following donations:

Tony and Joan Czmowski - \$50

Lake Washington Improvement Association - \$1,000

Snell Auto Wash - \$100

Machado Trust - \$500

River City Electric Company - \$3,000

The Glen A. Taylor Foundation provided a grant of \$12,500 to the Ready! For Kindergarten program.

Ms. Sapp made a motion to accept the gifts. The motion was seconded by Ms. Hansen and carried on a 7-0 voice vote.

The following resolution is the first step in laying the legal groundwork for reducing and/or discontinuing programs and licensed staff positions. Budget reductions, enrollment shifts or program changes may affect program and/or staffing levels in

specific subject areas or grade levels. A motion was made by Mrs. Hendricks and seconded by Mrs. Brandon to approve the following resolution:

**RESOLUTION DIRECTING THE ADMINISTRATION  
TO MAKE RECOMMENDATIONS REGARDING  
PROGRAMMING AND STAFFING FOR THE 2019-20 SCHOOL YEAR**

*WHEREAS, the financial condition of the school district dictates the school district may require reallocation of resources between programs for the 2019-20 school year, and*

*WHEREAS, there may be reductions in student enrollments within specific programs and/or grade levels, and*

*WHEREAS, this reduction in expenditures may require discontinuance of positions and discontinuance or curtailment of programs, and*

*WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,*

*BE IT RESOLVED, by the School Board of Independent School District No. 77, as follows:*

*That the School Board hereby directs the Superintendent of Schools and the administration to consider the reduction and/or discontinuance of programs or positions to accomplish economies in the school district as a result of reductions in enrollment and/or funding and to make recommendations to the School Board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.*

The motion carried on a 7-0 voice vote.

There being no further business to consider, Ms. Sapp moved and Ms. Schuck seconded, that the meeting be adjourned. The meeting was declared adjourned at 6:51p.m., on a 7-0 voice vote.

Clerk \_\_\_\_\_

Attest:

Chairperson \_\_\_\_\_



## **PROFILE FOR THE NEW SUPERINTENDENT**

### **THE NEXT SUPERINTENDENT SHOULD BE A PERSON WHO:**

- Is a visionary leader with the ability to create synergy around a strategic plan that will continue to move the district forward with expectations of excellence for all students and staff
- Is able to evaluate the current facility needs and project for the future so that the growing populations educational needs can be met
- Can strategically plan for facilities, communicate the needs to the community and pass referendums and bond levies as needed
- Will continue the current and build more relationships with the businesses, college and University, city, county, community profit and non- profit agencies to mutually benefit students and the community
- Has successful experience addressing equity and diversity within a system and creating cultural competence and support systems for student success
- Knows curriculum development processes and how to create curriculum for 21<sup>st</sup> Century learning, to close the achievement gaps and to meet the needs of individual students through differentiation of instruction. Can create options for all students to have access to the curriculum options
- Builds programs and services that will provide all students options for advanced education, career planning, and the world of work
- Can create a highly functioning administrative team with high expectations, and accountability
- Will be an integral member of the community and visible at community and school functions
- Will have a relationship with students to understand their needs and to be their advocate for curriculum that offers options, advocate for services to meet their social-emotional needs and provide a safe and caring environment that nourishes them
- Is an advocate for an educational system that values and provides high quality services from ECCE to Adult Education for senior citizens
- Supports the need for student safety with a fair discipline system consistently implemented and through the provision of counseling, and recognition of individual student needs

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

March 4, 2019

The School Board of Independent School District No. 77 met in regular session on Monday, March 4, in the Mankato Room at the Intergovernmental Center. Chair Wacker called the meeting to order at 5:30 p.m. Members present at roll call: Judi Brandon, Sara Hansen, Ann Hendricks, Abdi Sabrie, Jodi Sapp, Kristi Schuck and Darren Wacker. Absent: none.

1. Schuck/Brandon approval of agenda with personnel addendum. 7-0
2. Open Forum - Jeff Bjork regarding best wishes for Supt. Allen.
3. Information: Superintendent Profile Presentation, Talent Development Presentation.
4. Hansen/Schuck approval of Consent Agenda Items: Approval of Minutes of the February 19, 2019, regular meeting; Personnel. 7-0
5. Sapp/Hansen acceptance of gifts. 7-0
6. Hendricks/Brandon approval of resolution directing the administration to make recommendations regarding programming and staffing for the 2019-20 school year. 7-0
7. Sapp/Schuck adjournment at 6:51 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](http://www.isd77.org).

**School Board Regular Meeting**

**5.B.**

**Meeting Date:** 03/18/2019

**Prepared By:** Tom Sager, Director of Business Services

**Item Type:** Action

---

**Subject:**

Approval of March 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 and accounts for March. The total of the bills for March of 2019 is \$6,027,590.46.

**Recommended Action:**

The claims are recommended for payment as presented.

---



## **School Board Regular Meeting**

**5.C.**

**Meeting Date:** 03/18/2019

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

**Item Type:** Action

---

### **Subject:**

Personnel

### **Background:**

#### 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)

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.

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.

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.

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.

#### 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.

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.

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)

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.

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.

#### 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.

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 8, 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.

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.

**Recommended Action:**

The Administration recommends approval of the Personnel items.

---

**School Board Regular Meeting****5.C.1.****Meeting Date:** 03/18/2019**Prepared By:** Eric Hudspeth, Director of Human Resources and Organizational Development**Item Type:** Action

---

**Subject:**

Personnel - Addendum

**Background:****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.

**APPOINTMENTS (NONINSTRUCTIONAL)**

Rita Kump - Long Term Substitute Intervention Teacher 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.

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.

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.

**CONTRACT ADJUSTMENTS (NONINSTRUCTIONAL)**

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.

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.

#### 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.

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.

#### REQUESTS FOR LEAVE (NONINSTRUCTIONAL)

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 (NONINSTRUCTIONAL)

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

Megan Enevoldsen - Revise resignation date to last date worked April 5, 2019.

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

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

**Recommended Action:**

Recommend approval of the personnel items as presented.

---

**School Board Regular Meeting****6.A.****Meeting Date:** 03/18/2019**Prepared By:** Sheri L. Allen, Superintendent**Item Type:** Action

---

**Subject:**

Acceptance of Gifts and Grants

**Background:**

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.

**Recommended Action:**

The administration recommends Board acceptance of these generous gifts.

---



**School Board Regular Meeting**

**6.B.**

**Meeting Date:** 03/18/2019

**Prepared By:** Tom Sager, Director of Business Services

**Item Type:** Action

---

**Subject:**

Act on 2019 Site (Hard Surface) Improvements Bids

**Background:**

On March 7, 2019, three bids were received for the 2019 Site (Hard Surface) Improvements.

**Recommended Action:**

The administrative team and Bolton & Menk, Inc., our professional engineering firm, recommend 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. A summary of the bids received is attached.

---

**Attachments**

2019 Hard Surfaces Bids

---



Real People. Real Solutions.

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 7<sup>th</sup> 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

**School Board Regular Meeting****6.C.****Meeting Date:** 03/18/2019**Prepared By:** Tom Sager, Director of Business Services**Item Type:** Action

---

**Subject:**

Act on Roofing at Lincoln Community Center Bids

**Background:**

On March 7, 2019, four bids were received for the Roofing at Lincoln Community Center.

**Recommended Action:**

The administrative team and Garland Roofing, our professional engineering firm, recommend 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 summary of the bids received is attached.

---

**Attachments**2019 Roofing at Lincoln Community Center

---



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

Thursday, March 7, 2019 1:00 PM

| <b>COMPANY</b>   | <b>Bid Bond</b> | <b>Responsible Contractor Form</b> | <b>Addendum #1 Acknowledged</b> | <b>Line Item #1- Base Bid<br/>Lincoln Community Center<br/>Section A</b> | <b>Anticipated Completion<br/>Date before October<br/>25th, 2019</b> | <b>Unit Price for<br/>Insulation<br/>Replacement - brd/ft</b> | <b>Unit Price for Deck<br/>Repair</b> | <b>Unit Price for drain<br/>replacement and<br/>plumbing</b> |
|------------------|-----------------|------------------------------------|---------------------------------|--------------------------------------------------------------------------|----------------------------------------------------------------------|---------------------------------------------------------------|---------------------------------------|--------------------------------------------------------------|
| 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 Regular Meeting**

**6.D.**

**Meeting Date:** 03/18/2019

**Prepared By:** Tom Sager, Director of Business Services

**Item Type:** Action

---

**Subject:**

Naming of Auditor for Fiscal 2018-2019

**Background:**

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. The base fee is not to exceed \$30,135.

**Recommended Action:**

The administrative team recommends the firm of Clifton Larson Allen LLP to serve as the fiscal auditor for District 77 for the fiscal year 2018-2019.

---