



AGENDA

Independent School District No. 77
Mankato, MN 56001

Monday, October 7, 2019 - 5:30 p.m.
Intergovernmental Center - Mankato Room

Greeters: Supt. Paul Peterson and Abdi Sabrie

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. Achievement and Integration Report
 - B. Board Member Workshop/Committee Reports
5. CONSENT AGENDA (6:15 P.M.)
 - A. Approval of Minutes of September 16, 2019, Regular Meeting
 - B. Personnel - Consent Items
 1. Personnel - Addendum
6. BUSINESS (6:20 P.M.)
 - A. Acceptance of Gifts and Grants
 - B. Approval of Individual Transportation Contracts
 - C. Resolution Supporting East and West High School MSHSL Grant Request

D. Act on 2020-21 Revised Long Term Facilities Maintenance Plan

7. ADJOURNMENT (6:40 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
Term Ends December 31, 2022

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, 2022

Judi Brandon, Treasurer
10 Crown Hill Lane
Mankato, MN 56001
Phone: 507-387-4945
E-Mail: jbrand1@isd77.org
Term Ends December 31, 2020

Sara Hansen, Clerk
2034 Sundance Lane
North Mankato, MN 56003
Phone: 507-469-1414
E-Mail: shanse1@isd77.org
Term Ends December 31, 2020

Kristi Schuck
730 S. Broad Street
Mankato, MN 56001
Phone: 507-382-4951
E-Mail: kschuc1@isd77.org
Term Ends December 31, 2022

Ann Hendricks
133 Ichabod Lane
Mankato, MN 56001
Phone: 507-351-7503
E-Mail: ahendr1@isd77.org
Term Ends December 31, 2020

Abdi Sabrie
537 Linda Drive
Eagle Lake, MN 56024
Phone: 507-654-0036
E-Mail: asabri1@isd77.org
Term Ends December 31, 2020

Paul Peterson, Superintendent
10 Civic Center Plaza, Suite 2
Mankato, MN 56001
Phone: 387-1868
E-Mail: ppeter1@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

School Board Regular Meeting

4. A.

Meeting Date: 10/07/2019

Prepared By: Marti Sievek, Interim Director of Teaching and Learning

Item Type: Information

Subject:

Achievement and Integration Report

Background:

Marti Sievek, Interim Director of Teaching and Learning, and Eric Hudspith, Director of Human Resources will present the Achievement and Integration Report to the School Board.

Recommended Action:

N/A

Attachments

A&I School Board Presentation

A background image showing two children, a Black girl on the left and a white boy on the right, smiling and looking towards the camera. They are positioned in front of a window that looks out onto a green landscape. The image is semi-transparent, allowing the text to be overlaid clearly.

Overview Achievement & Integration Plan

2019-2022

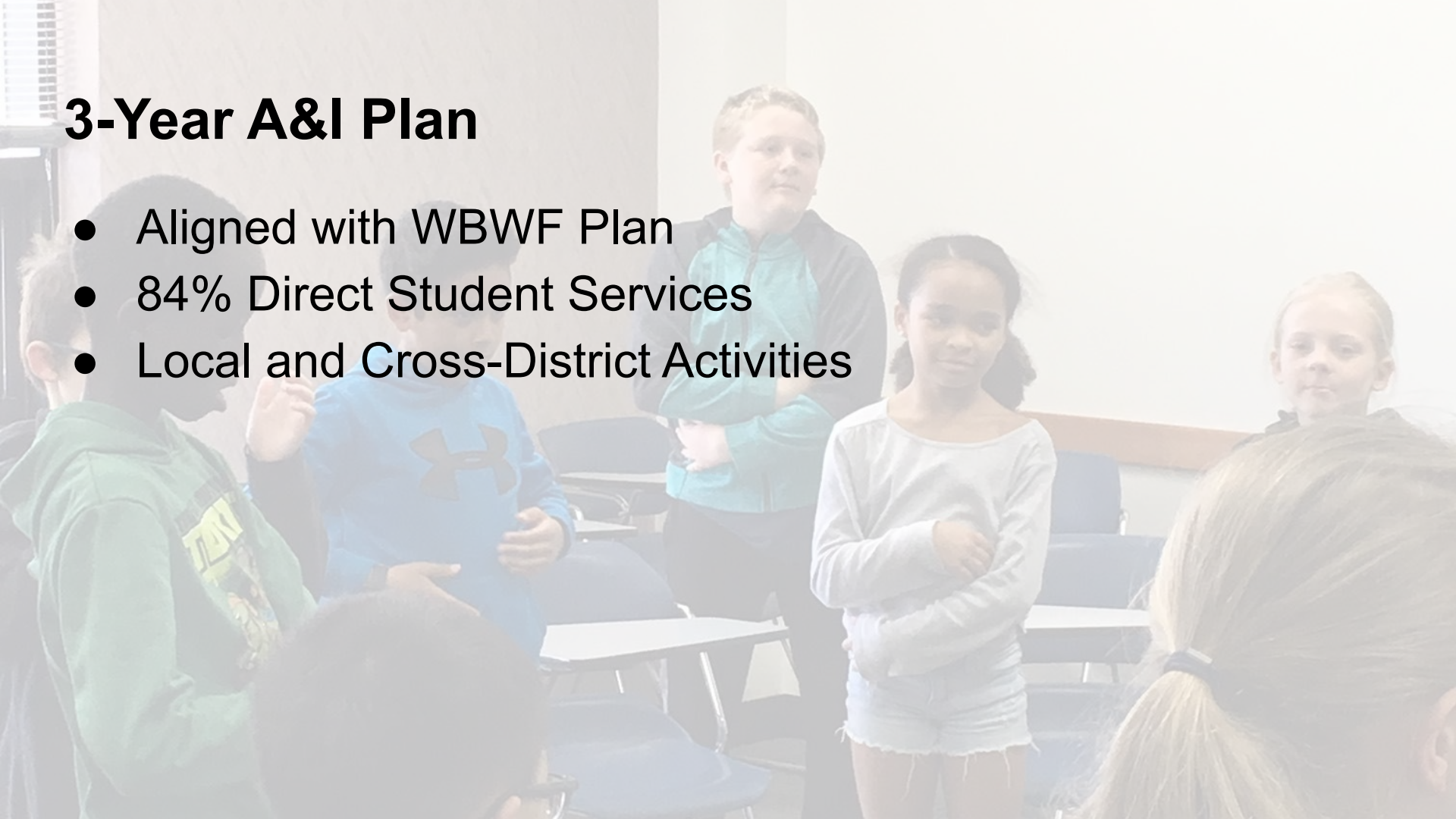
Purpose: **Achievement & Integration (A&I)**

- Increase student achievement
- Increase racial and economic integration
- Develop equitable educational opportunities
- Reduce disparities based on racial, ethnic, and economic backgrounds



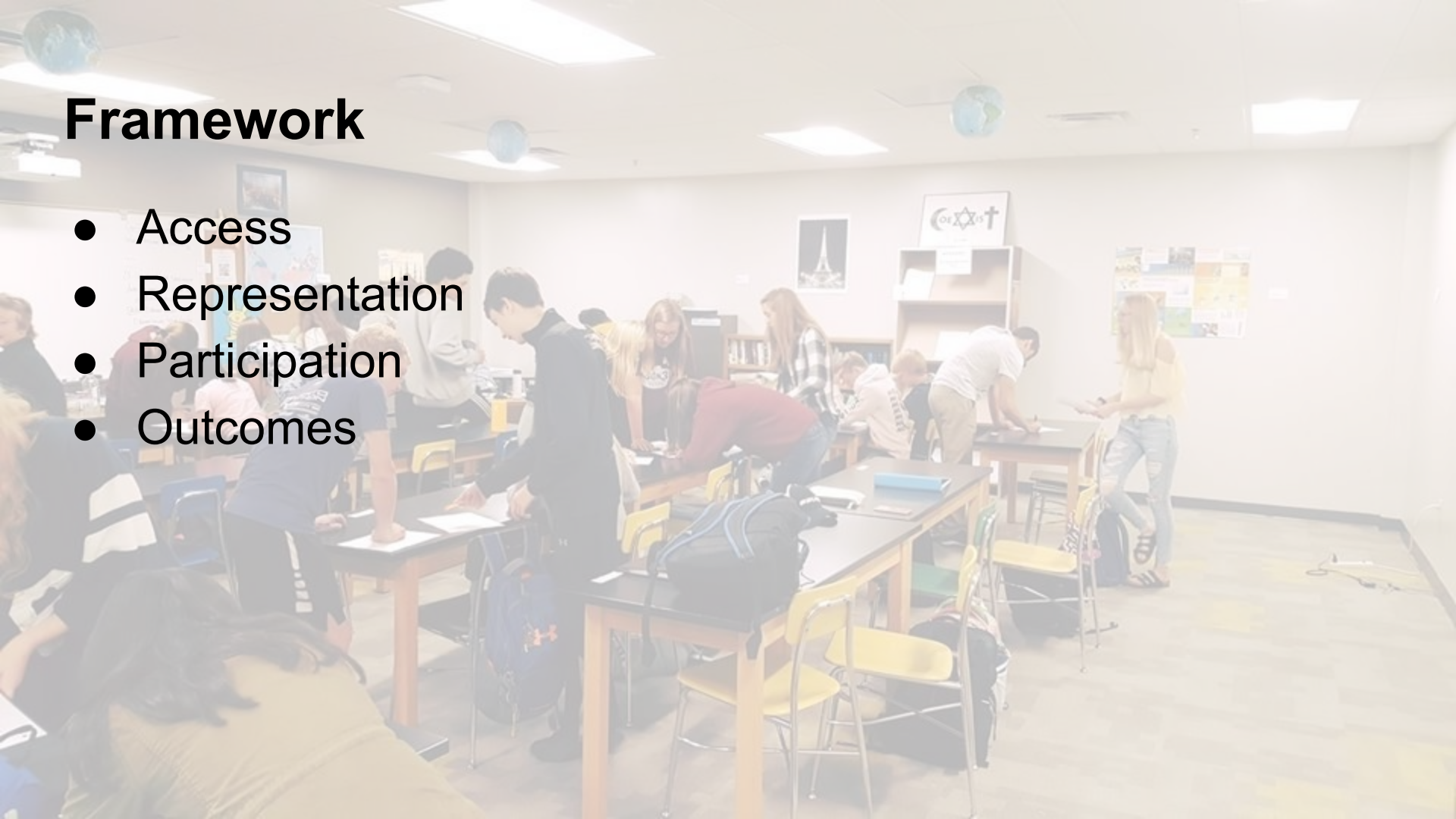
3-Year A&I Plan

- Aligned with WBWF Plan
- 84% Direct Student Services
- Local and Cross-District Activities



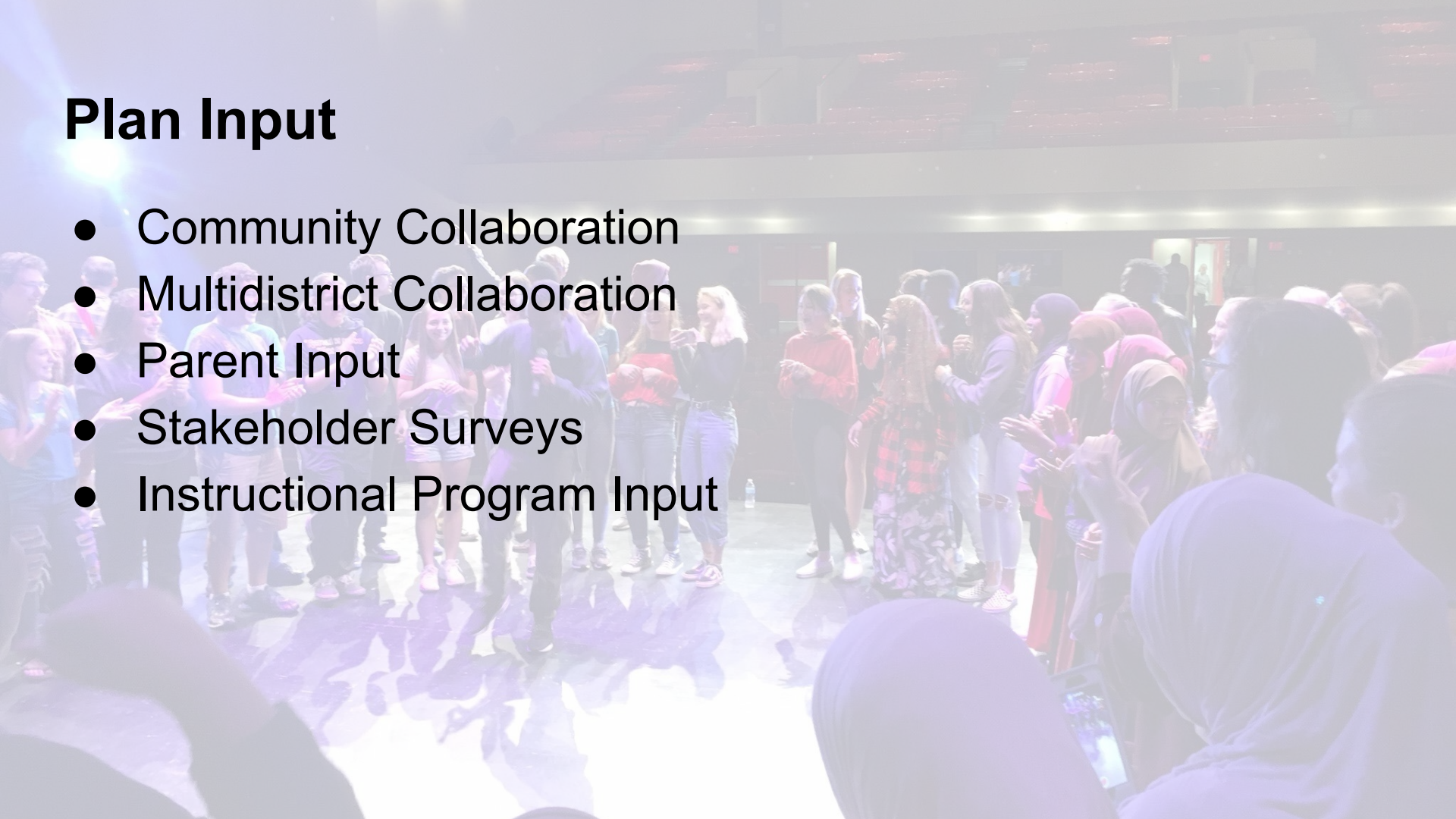
Framework

- Access
- Representation
- Participation
- Outcomes



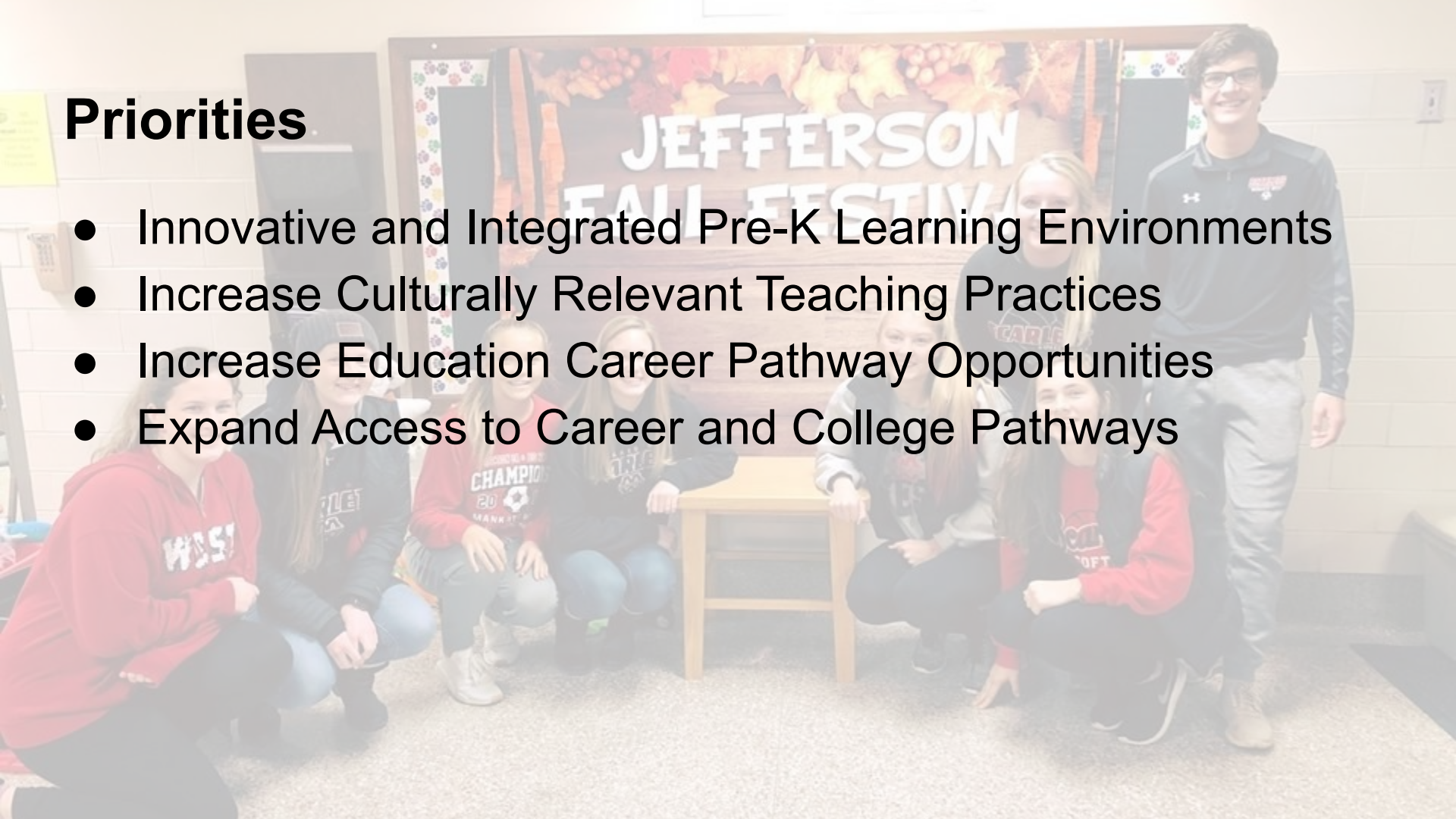
Plan Input

- Community Collaboration
- Multidistrict Collaboration
- Parent Input
- Stakeholder Surveys
- Instructional Program Input



Priorities

- Innovative and Integrated Pre-K Learning Environments
- Increase Culturally Relevant Teaching Practices
- Increase Education Career Pathway Opportunities
- Expand Access to Career and College Pathways



MAPS A&I Plan Components

- Early Learning
- Elementary School
- Middle School
- High School
- Multidistrict Integration Activities

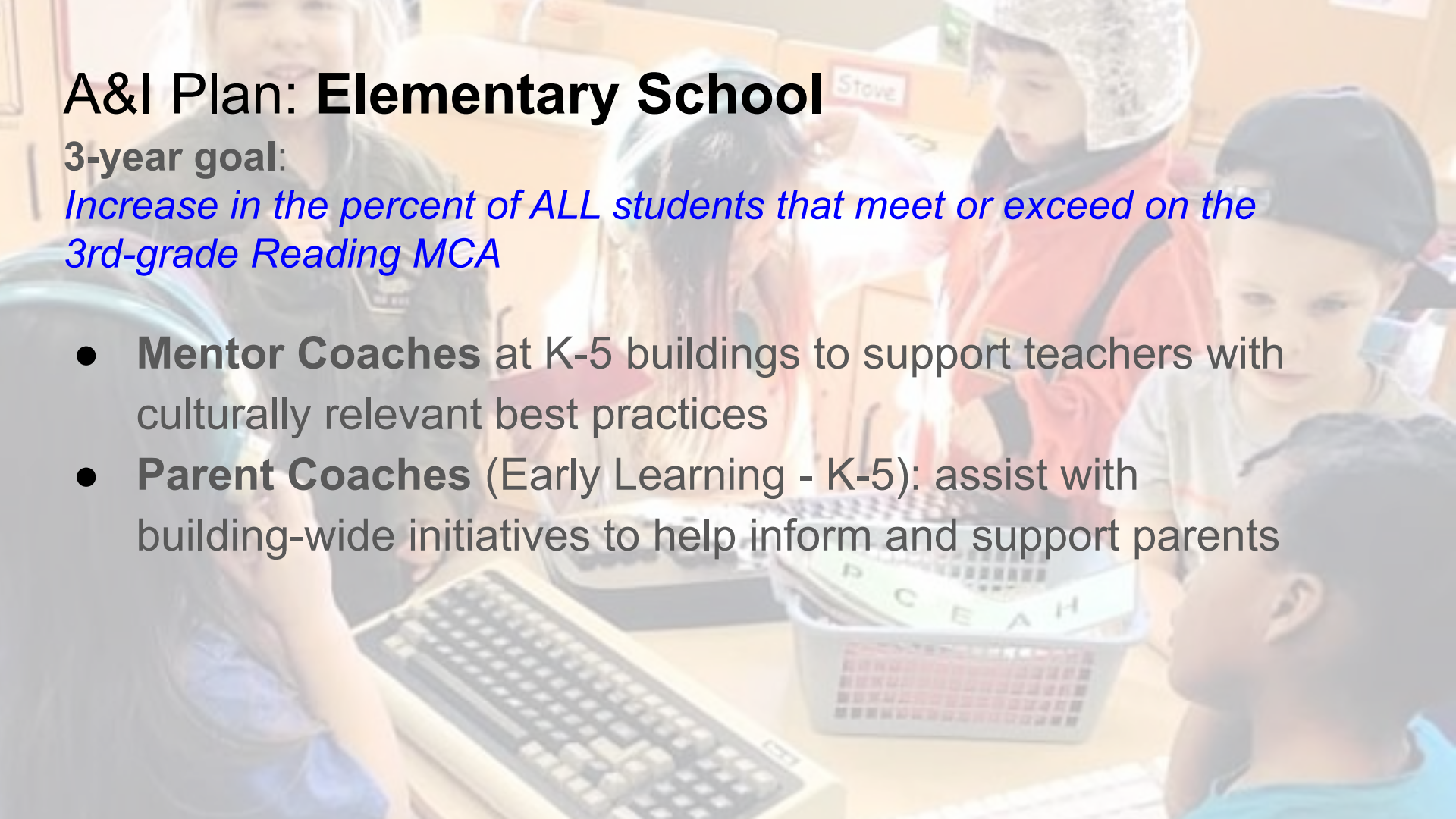


A&I Plan: **Early Learning**

3-year goal:

Increase in percent of students of color and those who qualify for Free-Reduced Price Lunch (FRPL) enrolled in a Parent Aware program

- **Licensed Reading Teacher:** literacy coaching for MAPS and partner preschools, bridge community partnerships
- **Parent Coaches** (Early Learning - K-5): assist with building-wide initiatives to help inform and support parents
- **Parent Aware Scholarships & Transportation**
- **Memberships** to Southern MN Children's Museum

A background image showing a group of diverse elementary school students in a classroom. Some students are wearing headsets, and there are educational materials like a keyboard and a basket of letter cards on a desk in the foreground.

A&I Plan: **Elementary School**

3-year goal:

Increase in the percent of ALL students that meet or exceed on the 3rd-grade Reading MCA

- **Mentor Coaches** at K-5 buildings to support teachers with culturally relevant best practices
- **Parent Coaches** (Early Learning - K-5): assist with building-wide initiatives to help inform and support parents

A&I Plan: **Middle School**

3-year goal:

Increase in percent of ALL students in each student group that participate in a teacher career pathway in grade 8

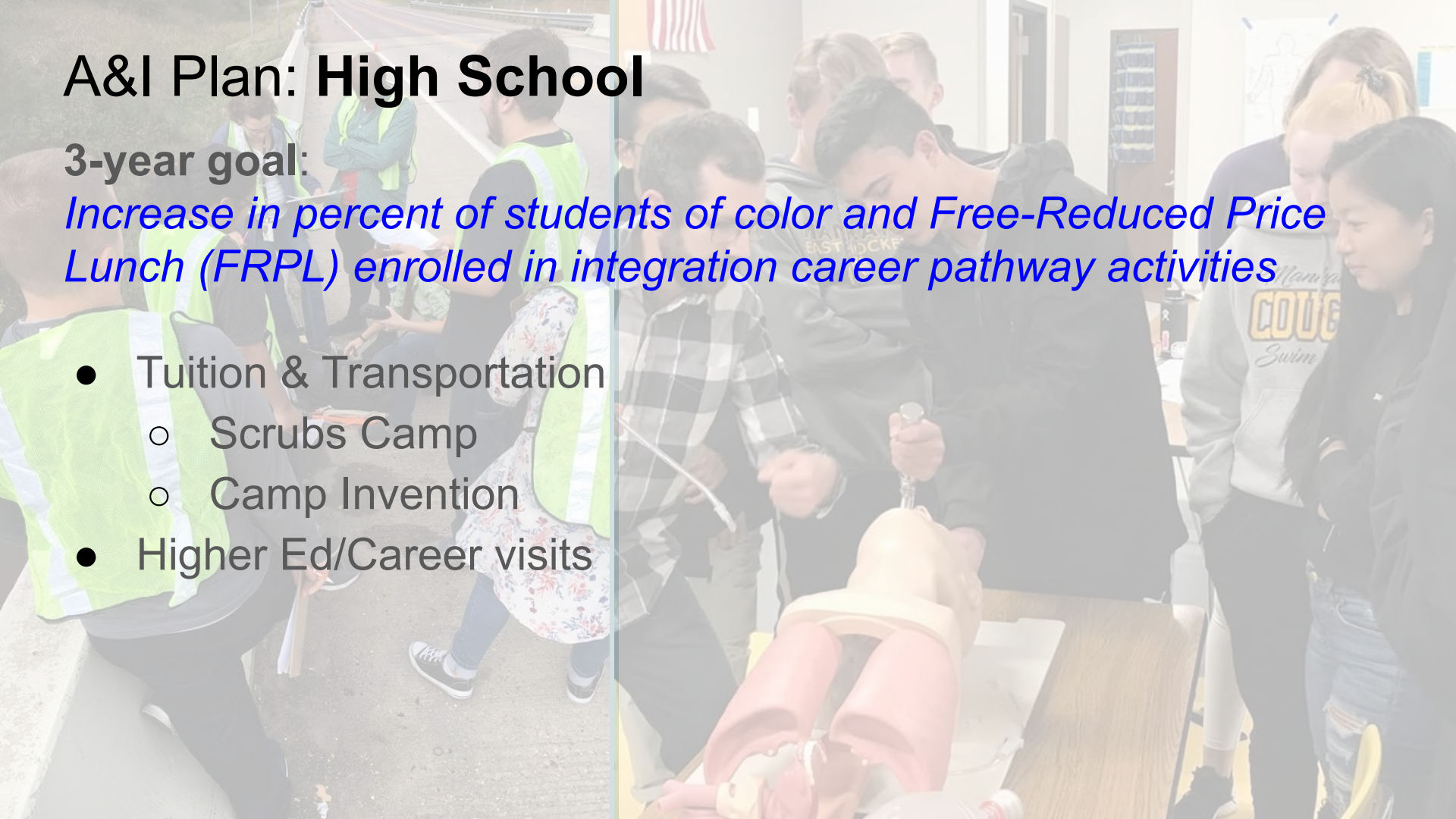
- **Expand College & Career Readiness: Middle School Education Pathway**
- **Higher Ed Campus visits** for education pathway students
- **It's Time to Talk (ITTT) Forums on Race**

A&I Plan: **High School**

3-year goal:

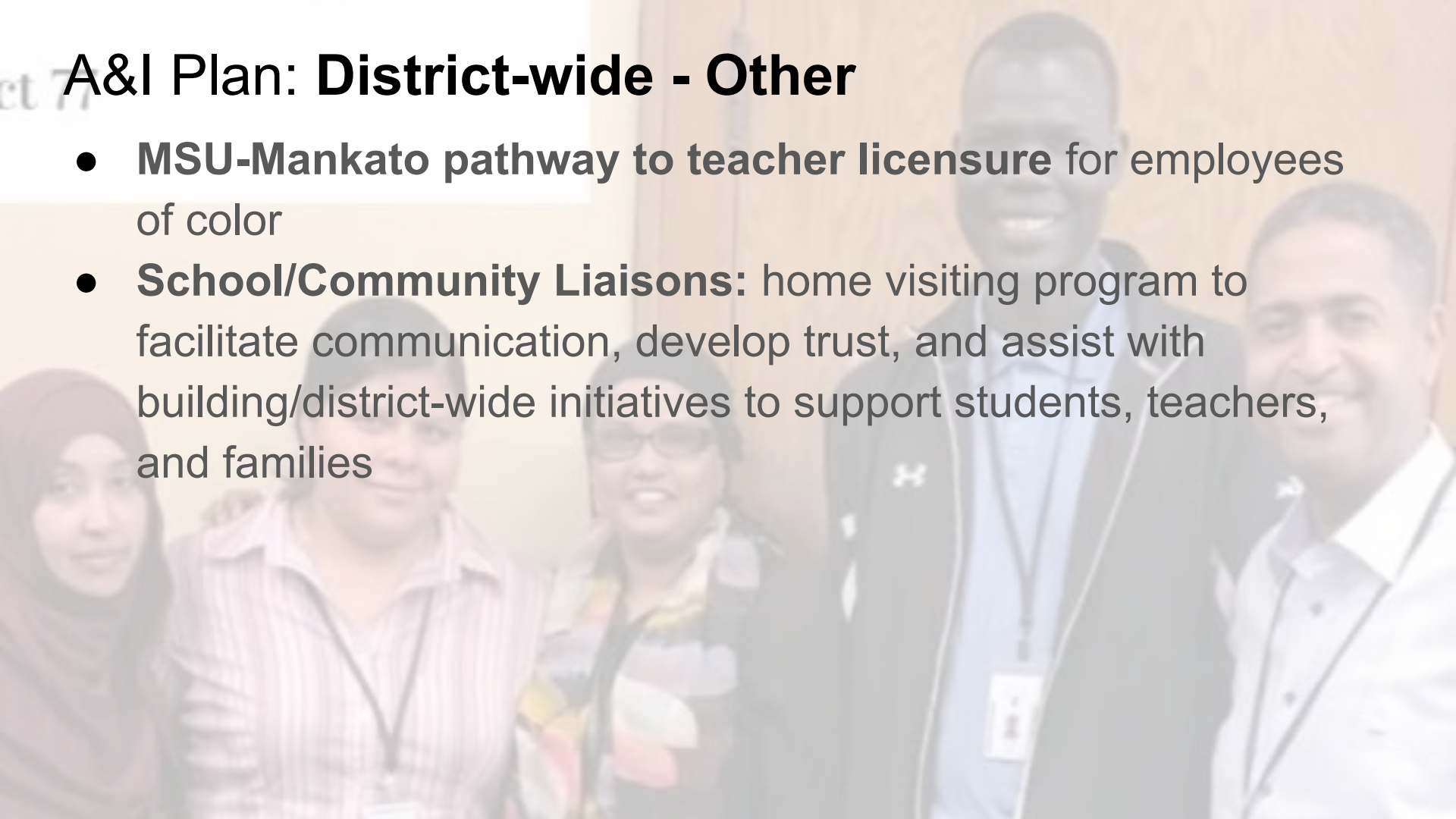
Increase in percent of students of color and Free-Reduced Price Lunch (FRPL) enrolled in integration career pathway activities

- Tuition & Transportation
 - Scrubs Camp
 - Camp Invention
- Higher Ed/Career visits



A&I Plan: **District-wide - Other**

- **MSU-Mankato pathway to teacher licensure** for employees of color
- **School/Community Liaisons:** home visiting program to facilitate communication, develop trust, and assist with building/district-wide initiatives to support students, teachers, and families



A&I Plan: **Multidistrict Integration Field Trips**

- High School students from MAPS, St. Peter, and JWP
- **Integration field trips** at neighboring high schools
 - Engage in dialogue with students from other districts
 - Share and learn about diverse life experiences
 - Build leadership skills
 - Building tours
- **Equity Summit** (Summer 2020): integration activity with neighboring districts for culturally-responsive teaching strategies with student participation

School Board Regular Meeting

4. B.

Meeting Date: 10/07/2019

Prepared By: Paul Peterson, 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: 10/07/2019

Prepared By: Paul Peterson, Superintendent

Item Type: Action

Subject:

Approval of Minutes of September 16, 2019, Regular Meeting

Background:

See attachment.

Recommended Action:

Recommend approval of the minutes and proceedings as attached.

Attachments

Minutes - September 16, 2019

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

September 16, 2019

The School Board of Independent School District No. 77 met in regular session on Monday, September 16, 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, Ann Hendricks, Abdi Sabrie, Jodi Sapp, Kristi Schuck and Darren Wacker. Absent: Sara Hansen (arrived at 6:15 p.m.).

Jodi Sapp made a motion, and Ann Hendricks seconded, approval of the agenda together with a Personnel Addendum. The motion carried on a 6-0 voice vote.

Open Forum: No one wished to speak.

Information Reports: Educational Technology Report presented by Tracy Brovold and Meghan Eberhart; 2019-20 School Year Preliminary Property Tax Certification presented by Tom Sager; Board Member Reports.

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

Approval of Minutes of the September 3, 2019, regular meeting.

Approval of September Bills totaling \$2,228,879.39.

Personnel:

APPOINTMENTS (NONINSTRUCTIONAL)

Lincoln Benzkofer - 4 Hour Day Custodian at Dakota Meadows Middle School beginning September 9, 2019. He will be placed at step 1, classification A13 of the Maintenance and Custodial Workers Association salary schedule with an hourly rate of \$14.36.

Nicholas Bergren - Special Education Paraprofessional at Rosa Parks Elementary School for 4.5 hours per day/5 days per week beginning September 10, 2019. This is in addition to his assignment as NonClassroom (Playground) Paraprofessional for 2 hours per day for a total of 6.5 hours per day/5 days per week. He will be compensated at the rate of \$13.63 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Madeline Chromy - ACES Child Care Assistant for 4 hours per day/3 days per week at Monroe Elementary School beginning September 9, 2019. She will be compensated at the rate of \$11 per hour.

Angelyn Dedinsky Doell - Special Education Paraprofessional for 4 hours per day/5 days per week at Dakota Meadows Middle School beginning September 5 and ending January 24, 2020. She will be compensated at the rate of \$13.26 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Emily Denning - ACES Child Care Assistant for 4 hours per day/2 days per week at Bridges Community School beginning September 9, 2019. She will be compensated at the rate of \$11 per hour.

Jawuan Dennison - NonClassroom (Playground) Paraprofessional at Jefferson Elementary School for 1.5 hours per day/5 days per week beginning September 12, 2019. He will be compensated at the rate of \$13.26 per hour.

Jennifer Filfili - Early Learning Regular Education Paraprofessional at the Early Childhood Center for 3.5 hours per day/4 days (M-Th) per week beginning September 16, 2019. She will be compensated at the rate of \$13.26 per hour.

Jasmine Harris - ACES Child Care Assistant for 4 hours per day/2 days per week at Eagle Lake Elementary School beginning September 5, 2019 through June 4, 2020. She will be compensated at the rate of \$11 per hour.

Jillian Kuduk - Temporary ACES Secretary at Lincoln Community Center for 5 hours per day/1 day per week beginning September 9 and ending December 31, 2019. She will be compensated at the rate of \$17.85 per hour.

Gavin Lyons - NonClassroom (Playground) Paraprofessional at Washington Elementary School for 1.75 hours per day/3 days per week beginning September 5, 2019. He will be compensated at the rate of \$13.26 per hour.

Erika Mendez - Child Care Aide at Lincoln Logs Learning Center for 6 hours per day/4 days per week beginning September 9, 2019. She will be compensated at the rate of \$13.56 per hour and will be eligible for 6-3-2 benefits.

Cassandra Reistad - ACES Child Care Assistant for 4 hours per day/2 days per week at Jefferson Elementary School beginning September 5 and ending June 4, 2020. She will be compensated at the rate of \$11 per hour.

Lindsey Rockvam - ACES Child Care Assistant for 4 hours per day/3 days per week at Hoover Elementary School beginning September 9 and ending June 4, 2020. She will be compensated at the rate of \$10 per hour.

Garrison Spangler - Special Education LifeSkills Student Success Coach at Dakota Meadows Middle School for 6.75 hours per day/5 days per week beginning September 16, 2019. He will be compensated at the rate of \$15.89 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Nicole Volk - Special Education Paraprofessional at Franklin Elementary School for 6.25 hours per day/5 days per week beginning September 12, 2019. She will be compensated at the rate of \$13.26 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Gabrielle Williams - ACES Child Care Assistant for 4 hours per day/3 days per week at Hoover Elementary School beginning September 5 and ending June 4, 2020. She will be compensated at the rate of \$11 per hour.

CONTRACT ADJUSTMENTS (INSTRUCTIONAL)

Bette Blaisdell - ABE Teacher assignment for 2019-20 will be 684 annual hours (0.48 FTEs).

Jeremy Burger - ABE Teacher assignment for 2019-20 will be 43 annual hours (0.03 FTEs).

Clarice Esslinger - ABE Teacher assignment for 2019-20 will be 1122 annual hours (0.78 FTEs).

Heather Gilman - Increase in assignment from 1.0 FTEs to 1.167 FTEs for the entire 2019-20 school year.

Dustin Julius - Increase in assignment from 1.0 FTEs to 1.167 FTEs for the first semester only of the 2019-20 school year.

Theresa Mosher - ABE Teacher assignment for 2019-20 will be 590 annual hours (0.41 FTEs).

Amy Muehlenhardt - Increase in assignment from 1.0 to 1.033 FTEs for the entire 2019-20 school year.

Carol Nelson - ABE Teacher assignment for 2019-20 will be 753 annual hours (0.52 FTEs).

Kristen Simpson - ABE Teacher assignment for 2019-20 will be 327 annual hours (0.23 FTEs).

LuAnn Sting - ABE Teacher assignment for 2019-20 will be 582 annual hours (0.40 FTEs).

Rebecca Strom - ABE Teacher assignment for 2019-20 will be 890 annual hours (0.61 FTEs).

Jim Tischler - Increase in assignment from 1.0 FTEs to 1.167 FTEs for the entire 2019-20 school year.

CONTRACT ADJUSTMENTS (NONINSTRUCTIONAL)

Maila Beling - Increase in Special Education Paraprofessional assignment at Rosa Parks Elementary School from 6.25 hours per day to 6.5 hours per day/5 days per week beginning September 5, 2019.

Kya Christiansen - Change in assignment from ACES Child Care Assistant to ACES Assistant Site Supervisor at Kennedy Elementary School for 4 hours per day/5 days per week beginning September 5, 2019. She will be compensated at the rate of \$13 per hour.

Alexis Johannessen - Change in assignment from ACES Child Care Assistant to ACES Assistant Site Supervisor at Washington Elementary School for 4 hours per day/5 days per week beginning September 5, 2019. She will be compensated at the rate of \$13 per hour.

Haley Ling - Increase in Special Education Paraprofessional assignment at West High School from 6.75 hours per day to 7 hours per day/5 days per week beginning September 5, 2019.

Cynthia Lyons - Correct hourly rate of pay to \$21.16 per hour beginning September 5, 2019.

Gary Oian Vust- Increase in Special Education Paraprofessional assignment at West High School from 6.75 hours per day to 7 hours per day/5 days per week beginning September 5, 2019.

Emily Peterson - Increase in Special Education Paraprofessional assignment at Washington Elementary School from 6.25 hours per day to 6.5 hours per day/5 days per week beginning September 5, 2019.

Taylor Peterson - Increase in Special Education Paraprofessional assignment at Rosa Parks Elementary School from 6.25 hours per day to 6.5 hours per day/5 days per week beginning September 5, 2019.

Bev Shankland - Increase in NonClassroom (Playground) Paraprofessional assignment from 2.25 hours per day/4 days per week to 2.25 hours per day/5 days per week beginning September 5, 2019.

Karen Sparks - Increase in Special Education Paraprofessional assignment at West High School from 6.75 hours per day to 7 hours per day/5 days per week beginning September 5, 2019.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Aaron Miller, Teacher at West High School, has submitted a request for a leave under the provisions of the Family Medical Leave Act commencing on September 25 and ending on or about October 16, 2019.

Alissa Ross, Counselor at Washington Elementary School, has requested a leave under the provisions of the Family Medical Leave Act commencing on November 20 and returning to work February 3, 2020.

RESIGNATIONS (NONINSTRUCTIONAL)

Ruth Aganya - ACES Child Care Assistant. Last date of employment September 3, 2019. She will continue in her position as Childcare Assistant at Lincoln.

Buraq Ahmed - ACES Child Care Assistant, effective as of September 3, 2019.

Reagan Brauer - NonClassroom (Playground) Paraprofessional at Washington Elementary School. Last date of employment September 10, 2019.

Maggie Engnes - ACES Child Care Assistant, effective as of September 2, 2019.

Emily Hickok - NonClassroom (Playground) Paraprofessional at Franklin Elementary School, effective as of September 5, 2019. She will continue in her custodial position at Kennedy Elementary School.

Wayne Johnson, Day Custodian at West High School, has submitted his resignation for purposes of retirement. His last date of employment will be September 17, 2019.

Sarah Kleist - Community Education and Recreation Secretary. Last date of employment was September 6 so that she could accept the position of Level I IT Help Desk Technician.

Sheryl Redding, General Secretary in the Human Resources Department, has submitted her resignation for purposes of retirement. Last date of employment will be January 3, 2020.

Samantha Witt - ACES Child Care Assistant. Last date of employment was August 31, 2019.

TERMINATIONS OF EMPLOYMENT (NONINSTRUCTIONAL)

Chelsey Larson - Student Success Coach at Rosa Parks Elementary School, effective as of September 6, 2019.

ADDENDUM

APPOINTMENTS (INSTRUCTIONAL)

Karen Barnett - Long Term Substitute Teacher for Rachel Gore at Rosa Parks Elementary School beginning October 8 and ending December 19, 2019. She will be placed on step 10 of the M lane of the Teachers Association salary schedule.

Pamela Bryan - Part-time, 0.50 FTEs Art Teacher at East High School beginning September 16, 2019 for the 2019-20 school year. She will be placed at step 8 of the M+30 lane on the Teachers Association salary schedule.

APPOINTMENTS (NONINSTRUCTIONAL)

Brittany Goossen - Supervision and Security at Dakota Meadows Middle School for 7 hours per day/5 days per week beginning September 16, 2019. She will be compensated at the rate of \$13.26 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Melanie Haber - ACES Child Care Assistant at Washington Elementary School for 4 hours per day/3 days per week beginning September 18 through June 4, 2020. She will be compensated at the rate of \$11 per hour

Rheanna Hendrickson - ACES Child Care Assistant at Rosa Parks Elementary School for 4 hours per day/2 days per week beginning September 16 and ending June 4, 2020. She will be compensated at the rate of \$11 per hour.

Taylah Lawton - Special Education Paraprofessional at HeadStart for 6.5 hours per day/5 days per week beginning September 30, 2019. She will be compensated at the rate of \$13.26 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Sarah McClain - ACES Child Care Assistant at Rosa Parks Elementary School for 4 hours per day/3 days per week beginning September 16 and ending June 4, 2020. She will be compensated at the rate of \$11.25 per hour.

Melissa McWilliams - ACES Child Care Assistant at Washington Elementary School for 4 hours per day/2 days per week beginning September 17 and ending June 4, 2020. She will be compensated at the rate of \$11.25 per hour.

Wendy Zehm - Special Education Paraprofessional at Rosa Parks Elementary School for 6.25 hours per day/5 days per week beginning September 18, 2019. She will be compensated at the rate of \$13.26 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

RESIGNATIONS (INSTRUCTIONAL)

Susan Helms - Art Teacher at East High School. Last date of employment September 11, 2019.

RESIGNATIONS (NONINSTRUCTIONAL)

Nicole Enemark - NonClassroom (Playground) Paraprofessional at Roosevelt Elementary School. Last date of employment was May 1, 2018.

Tenisha Griggs - Special Education Paraprofessional at Franklin Elementary School. Last date of employment September 13, 2019.

Erin Krueger - General Education Paraprofessional, effective at the end of the 2018-19 school year so that she can continue in her teaching position.

Renee Luedke - Special Education Student Success Coach, effective at the end of the 2018-19 school year so that she can continue in her teaching position.

Ricky Mariner - Special Education Student Success Coach, effective at the end of the 2018-19 school year so that he can continue in his teaching position.

Theresa Michels - Correct last date of employment to August 19, 2019.

Ben Winkels - Student Success Coach, effective at the end of the 2018-19 school year so that he can continue in his teaching position.

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

The West High Hall of Fame received the following donations:

- \$100 from Mary Huntley
- \$100 from Dave & Jane Schostag

An Anonymous donation was made to West High Girls Swimming for \$158.25

XPO Logistics Freight Inc donated \$250 to West High Robotics

City of North Mankato donated \$400 to West High Girls Hockey

The West High Alpine Ski received the following donations:

- \$500 from Mankato Lodge 12
- \$500 from Mankato Masonic Charities

Ryan & Kristin Ashland donated \$400 to East High Girls Swimming

The East High Boys Cross Country received the following donations:

- \$400 from Ryan & Kristin Ashland
- \$150 from Keith & Darla Wrage
- \$100 from Mark & Jodi Himmer
- \$200 from Brandon & Kimberly Scheel

Cars-N-Credit donated Backpack and Supplies valued at \$400

Snells Motors donated 220 Teacher Bags and Student School Supplies valued at \$4,000

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

Tom Sager reviewed the background information for certifying the 2020-2021 school year preliminary property tax levy during the informational portion of this meeting. Kristi Schuck made a motion to certify the maximum levy for taxes payable in 2020 to accommodate any minor adjustments that might occur before the final levy is submitted to the County Auditor by September 30, 2019. The motion was seconded by Judi Brandon and carried on a 7-0 voice vote.

A motion was made by Jodi Sapp and seconded by Kristi Schuck to dissolve the current Gymnastics Cooperative with East-Madelia-Loyola. The motion carried on a 7-0 voice vote. A motion was made by Sara Hansen and seconded by Judi Brandon to establish the new Gymnastics Cooperative with East-Madelia-St. Clair. The motion carried on a 7-0 voice vote.

There being no further business to consider, Sara Hansen moved and Ann Hendricks seconded, that the meeting be adjourned. The meeting was declared adjourned at 6:50 p.m., on a 7-0 voice vote.

Clerk _____

Attest:

Chairperson _____

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

September 16, 2019

The School Board of Independent School District No. 77 met in regular session on Monday, September 16, 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, Ann Hendricks, Abdi Sabrie, Jodi Sapp, Kristi Schuck and Darren Wacker. Absent: Sara Hansen (arrived at 6:15 p.m.).

1. Sapp/Hendricks approval of agenda with personnel addendum. 6-0
2. Open Forum - none
3. Information: Educational Technology Report, Preliminary Property Tax Certification, Board Member Workshop/Committee Reports.
4. Hendricks/Brandon approval of Consent agenda Items: approval of Minutes of September 3, 2019, regular meeting; Approval of September Bills; Personnel. 7-0
5. Hendricks/Hansen acceptance of gifts and grants. 7-0
6. Schuck/Brandon certify maximum levy for taxes payable in 2020. 7-0
7. Sapp/Schuck approval of dissolution of gymnastics cooperative. 7-0
8. Hansen/Brandon approval of establishment of new gymnastics cooperative. 7-0
9. Hansen/Hendricks adjournment at 6:50 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: 10/07/2019

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

Item Type: Action

Subject:

Personnel - Consent Items

Background:

APPOINTMENTS (NON-AFFILIATED)

Laura Conn - Transfer from the position of Secretary at Community Education & Recreation to the position of Administrative Assistant to the Director of Community Education and Recreation beginning October 1, 2019. This is a full-time, 12-month non-affiliated position with an annual salary of \$46,059 (prorated to \$34,456.80 for 196 days for 2019-20) and she will be eligible for category II benefits.

APPOINTMENTS (ADMINISTRATION)

Robin Courrier - Interim Principal at Bridges Community School beginning October 15, 2019 through the end of the 2019-20 school year. She will be compensated at the Elementary Principal base salary prorated to \$79,632.85 for 186 days for 2019-20.

APPOINTMENTS (INSTRUCTIONAL)

Anita Degrood - Long Term Substitute Teacher for Brianne Wiese at West High School beginning December 13 and ending March 16, 2020. She will be placed at step 10 of M lane on the Teachers Association salary schedule.

The following will be teachers in the ExCel Program at Franklin Elementary School beginning October 15 and ending April 29, 2020. They will be compensated according to their placement on the Teachers Association salary schedule.

Betty Alders, Amy Baer, Ashley Fries, Salena Gahler, Miranda Hoffmann, Mallory Howk, Jodi McBride, Mike Nagel, Katie Soine

Betty Alders, Coordinator - She will receive \$1,000 for this assignment

The following will be teachers in the ExCel Program at Roosevelt Elementary School beginning October 15 and ending April 29, 2020. They will be compensated according to their placement on the Teachers Association salary schedule.

Beth Baker, Jeanne Fitterer, Marc Jensen, Kayla Koble, Angela Sheldrup
Terri Carroll, Coordinator - She will receive \$1,000 for this assignment

The following will be teachers in the Central High Night School Program beginning October 1 and ending December 19, 2019. They will be compensated according to their placement on the Teachers Association salary schedule.

Amanda Abel, Alison Beck, Fred Berg, John Bigham, Laura Blasing, Thomas Boone, Rob Groebner, Russ Groebner, Jeff Helget, Kim Hermer, Crystal Kay, Christina Makela, Aaron Miller, Sherry Miller, Michael Sipe, Daniel Toegel, Christopher Wollmuth

APPOINTMENTS (NONINSTRUCTIONAL)

Catherine Allmann - ACES Child Care Assistant at Franklin/Rosa Parks Elementary Schools for 4 hours per day/3 days per week beginning September 25 and ending June 4, 2020. She will be compensated at the rate of \$11.50 per hour.

Jacob Dahedl - Special Education Student Success Coach at East High School for 6.75 hours per day/5 days per week beginning October 1, 2019. He will be compensated at the rate of \$15.89 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Cecilia Delgado - Special Education Paraprofessional at Dakota Meadows Middle School for 6.75 hours per day/5 days per week beginning September 25, 2019. She will be compensated at the rate of \$13.26 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Marissa Hamilton - Special Education LifeSkills Student Success Coach at West High School for 6.75 hours per day/5 days per week beginning September 27, 2019. She will be compensated at the rate of \$15.89 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Natasha Haugen - Assistant ACES Site Supervisor at Franklin Elementary School for 3-4 hours per day/5 days per week beginning October 3 and ending June 4, 2020. She will be compensated at the rate of \$14.50 per hour.

Mary Hlavac - Special Education Paraprofessional at Hoover Elementary School for 6.25 hours per day/5 days per week beginning September 30, 2019. She will be compensated at the rate of \$13.26 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Daniel Johnson - Special Education Paraprofessional at Franklin Elementary School for 6.25 hours per day/5 days per week beginning October 7, 2019. He will be compensated at the rate of \$13.26 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Christina Kubista - NonClassroom (Playground) Paraprofessional at Franklin Elementary School for 2 hours per day/5 days per week beginning September 23, 2019. She will be compensated at the rate of \$13.26 per hour.

Ashley Lindsay - NonClassroom (Playground) Paraprofessional at Hoover Elementary School for 2.25 hours per day/5 days per week beginning September 20, 2019. She will be compensated at the rate of \$13.26 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Stephanie Maas - Special Education Paraprofessional (Job Coach) at East/West High Schools for 5.75 hours per day/5 days per week beginning October 4, 2019. She will be compensated at the rate of \$13.26 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Jokoni Omot - NonClassroom (Playground) Paraprofessional at Rosa Parks Elementary School for 2 hours per day/2 days per week beginning September 23, 2019. He will be compensated at the rate of \$13.26 per hour.

Jackie Ortmeier-Crance - Special Education Paraprofessional - Early Learning at 5 C's for 9 hours per week (3 hrs T/TH/F) beginning October 3, 2019. She will be compensated at the rate of \$13.26 per hour.

Emily Rand - Cook's Helper at West High School for 6.75 hours per day/5 days per week beginning September 30, 2019. She will be placed at step 1 of the Cook's Helper classification of the School Food Service Workers Association salary schedule with an hourly rate of \$11.92.

Colby Taggart - Student Success Coach at Rosa Parks Elementary School for 6.5 hours per day/5 days

per week beginning October 4, 2019. She will be compensated at the rate of \$15.89 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Kayla Thorpe - Student Success Coach at Rosa Parks Elementary School for 6.5 hours per day/5 days per week beginning October 21, 2019. She will be compensated at the rate of \$15.89 per hour in accordance with the agreement with the agreement between the District and the Minnesota School Employees Association.

CONTRACT ADJUSTMENTS (INSTRUCTIONAL)

Jeanine Backer - Increase in assignment from 1.0 FTEs to 1.167 FTEs for the entire 2019-20 school year.

Laurie Erstad - Increase in Parent Educator assignment from 1458 hours (1.01 FTEs) to 1509 annual hours (1.05 FTEs) for the 2019-20 school year.

Brianna Kemboi - Increase in Early Childhood Teacher assignment from 1460 hours (1.01 FTEs) to 1524 annual hours (1.06 FTEs) for the 2019-20 school year.

Carol Oberle - Increase in Early Childhood Teacher assignment from 790 hours (0.55 FTEs) to 852.5 annual hours (0.59 FTEs) for the 2019-20 school year.

Helena Stevens - Change placement on the Teachers Association salary schedule to step 3 of the Doctorate Lane beginning August 26, 2019.

CONTRACT ADJUSTMENTS (NONINSTRUCTIONAL)

Nicholas Bergren - Change in paraprofessional assignment at Rosa Parks Elementary School from 6.5 hours per day to 6.25 hours per day/5 days per week (4.25 hours as Special Education Paraprofessional and 2 hours per day as NonClassroom (Playground/3 days per week and 6.25 hours per day/2 days per week as Special Education Paraprofessional) beginning September 18, 2019. Decrease in ACES Child Care Assistant position to 3 hours per day/2 days per week beginning September 5, 2019.

Walter Clark - Change ACES Child Care Assistant assignment to substitute for varied hours beginning September 27, 2019.

Jesse DeWitte - Transfer from Night Lead Custodian to Day Custodian at West High School beginning September 30, 2019. He will be compensated at the rate of \$17.66 per hour in accordance with his placement on the Maintenance and Custodial Workers Association salary schedule.

Julie Gustafson - Decrease in Special Education Paraprofessional assignment at Dakota Meadows Middle School from 6.75/3 days per week to 6.75 hours per day/2 days per week beginning September 5, 2019.

Hailey Hoppe - Change ACES Child Care Assistant assignment to substitute for varied hours beginning September 26, 2019.

Ronette Hornick - Decrease Early Learning Regular Education Paraprofessional assignment from 32 hours per week to 30 hours per week (7 hours M/T/W, 9 hours on Th) beginning September 5, 2019.

Arlene Peters - Increase Early Learning Regular Education Paraprofessional assignment from 13.5 hours per week to 16 hours per week (4.5 hours on Monday, 3.5 on Tuesday/Friday, 1.5 hours on Wednesday, 3 hours on Thursday) beginning September 5, 2019.

Emily Peterson - Correct Special Education Paraprofessional hours at Washington Elementary School to 6.5 hours per day/5 days per week beginning September 5, 2019.

SALARY LANE ADVANCEMENTS

In accordance with the terms of the agreement between the Mankato Teachers Association and the District, teachers have submitted their requests for salary lane advancement. Each of these requests has been reviewed and a list of those qualifying for salary lane advancement beginning with the 2019-20 school year are shown below. The salary lane advancements will be retroactive to the beginning of the 2019-20 school year. The Administration recommends that the Board approve the salary lane advancements.

<u>Name</u>	<u>From</u>	<u>To</u>
Baker, Claire	B+15	B+30
Berg, Mary	M+30	M+45
Bode, Miranda	B+30	M
Borth, Cindy	B+30	M
Boyum, Brittany	B+15	M
Brand, Heather	B+15	M
Brueske, Melissa	M	Specialist
Considine, Mari	M+30	Specialist
Dauk, Emily	B+30	M
DeSutter, Jocelyn	M	M+30
Evans, David	B+30	M
Hanson, Adam	B+15	B+30
Haug, Jenni	M	Specialist
Hedin, Heather	B	B+30
Hoffmann, Miranda	B	B+30
Iverson, Tiana	B+30	M
Klemme, Brandon	B+30	M
Klockmann, Casie	B+30	M

Krusemark, Kristin	M	M+30
Larson, Paul	B+15	B+30
Lee, TerRon	B+15	B+30
Linde, McKenna	B+15	B+30
Makela, Christina	M	M+30
Mortenson, Stacey	M	M+45
Rickbeil, Angela	B+30	M
Riebe, Kelsey	B	B+30
Ringhofer, Wendi	M	M+30
Rittmiller, Jody	M+30	Specialist
Scruggs, Sue	M	M+45
Sellers, Rebecca	M	M+45
Sellner, Heather	M+30	M+45
Sheldrup, Angela	M	M+45
Smith, Kristin	B+30	M
Smook, Alysha	M	M+45
Steffensmeier, Jeremy	M	M+30
Stow, Sara	M	M+30
Udermann, Joelene	B+30	M
Vander Linden, Andrew	M+30	Specialist
Visto, Joy	B	M

Watson, Caleb	M+30	M+45
Wiese, Mark	B+30	M
Winning, Parker	B+15	B+30
Wirth, Anna	M	M+30
Zimmerman, Jeff	B+30	M
Zimmerman, Sarah	B+30	M

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Teresa Briggs, Special Education Teacher at Dakota Meadows Middle School, has requested a leave under the provisions of the Family Medical Leave Act commencing on January 2 and returning to work January 20, 2020.

Casey Collison, School Social Worker, has requested a leave under the provisions of the Family Medical Leave Act, commencing on March 16 and returning to work June 5, 2020.

Robin Courrier - Lead Teacher at Bridges Community School has requested a leave from this position to accept the position of Interim Principal at Bridges Community School beginning October 15 and continuing through the 2019-20 school year.

Susan Scruggs, Grade 2 Teacher at Monroe Elementary School, has requested a leave under the provisions of the Family Medical Leave Act commencing on September 11 and returning to work on or about October 14, 2019.

Jonathan Shevy, Music Teacher at Franklin/Washington Elementary Schools, has requested an intermittent leave under the provisions of the Family Medical Leave Act commencing on September 27 and ending June 5, 2020.

Katherine Sump - Extend Board approved leave, returning to work November 19, 2019.

Sarah Vidrio, Teacher at Prairie Winds Middle School, has requested an unpaid leave beginning on or about December 11 and returning to work February 3, 2020.

REQUESTS FOR LEAVE (NONINSTRUCTIONAL)

Daniel Pitzner, Special Education Student Support Coach at Futures, has requested a military leave beginning September 23 and returning to work January 14, 2020.

RESIGNATIONS (NON-AFFILIATED)

Lindsay Vogel - Information Technology Support Technician. Last date of employment will be October 11, 2019.

RESIGNATIONS (INSTRUCTIONAL)

Marielle Jenquin - Special Education Teacher at Prairie Winds Middle School, effective at the end of the 2018-19 school year.

Michael Schaffer - Physical Education/Health Teacher at Dakota Meadows Middle School. Last date of employment was September 30, 2019.

Tom Scheneman, Grade 4 Teacher at Hoover Elementary School, has submitted his resignation for purposes of retirement. His last date of employment will be January 20, 2020.

RESIGNATIONS (NONINSTRUCTIONAL)

Marilyn Biedscheid, NonClassroom (Playground/Lunchroom) Paraprofessional at Roosevelt Elementary School, has submitted her resignation for purposes of retirement. Her last date of employment was September 30, 2019.

Leon Holmin, Day Custodian at East High School, has submitted his resignation for purposes of retirement. Last date of employment was October 31, 2019.

Rhea Melby - ACES Child Care Assistant. Last date of employment October 1, 2019. She will continue in her paraprofessional assignment.

Reanna Milbrett - Student Success Coach at Rosa Parks Elementary School, effective as of September 30, 2019.

Celine Moos - NonClassroom (Playground) Paraprofessional at Hoover Elementary School, effective at the end of the 2018-19 school year.

Shayla Schumacher - NonClassroom (Playground) Paraprofessional at Washington Elementary School. Last date of employment was September 17, 2019. She may continue as a substitute.

Judi Smith - Invoicing and Program Secretary at Lincoln Community Center. Last date of employment was September 3, 2019 so that she could accept the position of Administrative Assistant to the Director of Business Services.

Diana Snow - Rescind resignation from her position as NonClassroom (Lunchroom) Paraprofessional at Hoover Elementary School.

Ian Verbrugge - ACES Child Care Assistant. Last date of employment June 5, 2019.

Recommended Action:

The Administration recommends approval of the Personnel items.

School Board Regular Meeting

5. B. 1.

Meeting Date: 10/07/2019

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

Item Type: Action

Subject:

Personnel - Addendum

Background:

APPOINTMENTS (INSTRUCTIONAL)

Dustin Gramstad - Long Term Substitute Teacher at East High School beginning September 9 and ending October 4, 2019. He will be placed at step 9 of the B lane on the Teachers Association salary schedule.

Kathryn Young - Evening ESL Instructor with Adult Basic Education at Lincoln Community Center for 329 annual hours (0.23 FTEs) beginning November 1, 2019. She will be compensated at the rate of \$26.77 per hour.

The following will be teachers in the ExCel Program at Washington Elementary School beginning October 15 and ending April 29, 2020. They will be compensated according to their placement on the Teachers Association salary schedule.

Angie Davis, Cindy Hashimoto, Melissa Larkin, Connie Long, Eric Miller, Abby Steffensmeier, Gina Vanselow, Kyle Vanselow, Abby Visker, Angie Voss
Eric Miller, Coordinator - He will receive \$1,000 for this assignment.

APPOINTMENTS (NONINSTRUCTIONAL)

Alexandra Freitag - Special Education Paraprofessional at Franklin Elementary School for 6.25 hours per day/5 days per week beginning October 14, 2019. She will be compensated at the rate of \$13.26 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Kristen Hansel - Special Education Paraprofessional at Monroe Elementary School for 6.25 hours per day/5 days per week beginning October 21, 2019. She will be compensated at the rate of \$13.26 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Mahamed Hassan - Special Education Paraprofessional at Dakota Meadows Middle School for 6.75 hours per day/5 days per week beginning October 16, 2019. She will be compensated at the rate of \$13.26 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Andrea Rossow - Special Education Paraprofessional at Roosevelt Elementary School for 6.25 hours per day/5 days per week beginning October 9, 2019. She will be compensated at the rate of \$13.26 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

The following will be paraprofessionals in the ExCel Program at Washington Elementary School for 1.416 hours per day/2 days per week beginning October 15 and ending April 29, 2020. They will be compensated according to their placement on the Minnesota School Employees Association salary schedule.

Emily Peterson, Helen Wels

CONTRACT ADJUSTMENTS (INSTRUCTIONAL)

Kathy Sallstrom - Change in assignment from 0.87 FTEs for 145 days to 0.87 FTEs for 140 days beginning with the 2019-20 school year.

CONTRACT ADJUSTMENTS (NONINSTRUCTIONAL)

Raegan Bissonett - Decrease in NonClassroom (Playground) Paraprofessional assignment from 1.75 hours per day/3 days per week to 1.75 hours per day on Fridays only beginning October 1, 2019.

Anna Kempton - Correct hourly rate of pay to \$13.63 per hour beginning September 5, 2019.

Gavin Lyons - Increase in NonClassroom (Playground) Paraprofessional assignment from 1.75 hours per day/3 days per week to 1.75 hours per day/4 days per week beginning October 1, 2019.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Derek Fennern - Extend Board approved military leave, returning to work October 21, 2019.

REQUESTS FOR LEAVE (NONINSTRUCTIONAL)

Marilyn Hogan, Cook's Helper at Prairie Winds Middle School, has requested a leave under the provisions of the Family Medical Leave Act commencing on November 25 and ending on or about December 12, 2019.

Erin Passon, Special Education Paraprofessional at East High School, has requested a leave under the provisions of the Family Medical Leave Act commencing on or about December 18 and returning to work February 1, 2020.

RESIGNATIONS (NONINSTRUCTIONAL)

Laura Conn has submitted her resignation from her position as Secretary at Community Education and Recreation in order to accept the non-affiliated position of Administrative Assistant to the Director of Community Education & Recreation. The last date of employment in her secretarial position was September 30, 2019.

Heather Tentis - Clerical Assistant/POS Operator at Franklin Elementary School. Last date of employment October 16, 2019.

TERMINATION OF EMPLOYMENT (NONINSTRUCTIONAL)

Laura Wels - Special Education Paraprofessional at Roosevelt Elementary School, effective at the end of the 2018-19 school year.

Recommended Action:

The administration recommends approval of the Personnel items.

School Board Regular Meeting**6. A.****Meeting Date:** 10/07/2019**Prepared By:** Paul Peterson, Superintendent**Item Type:** Action

Subject:

Acceptance of Gifts and Grants

Background:

Mankato Area Youth Baseball Association Inc. donated \$500 to East High Baseball Program for Field Repair/Sod

Carol Hiler donated \$3,000 to Washington Elementary School

Quality One Hr Foto donated \$312.50 to East High Athletics Department

William & Amy Radichel donated \$300 to East High XYZ Club

An Anonymous donation was made to West High Girls Swimming for \$1,070

Peggy Walters donated \$529 to the East High Vex Robotics Program for the Transpro Swinger Heat Press

River City Electric Co donated \$3,000 to the East High Vex Robotics Program

CHS Inc. donated the following:

- \$1,000 to East High School
- \$1,000 to West High School
- \$750 to Central High School

CAB Construction donated \$123.86 to East High Welding Program for Squares for Dice Project

Mara Dehning donated \$100 to Monroe Elementary School for Kathy Meixl Memorial

Jack Morgan donated \$120 to Community Education & Recreation Vex IQ Robotics

Recommended Action:

The administration recommends Board acceptance of these generous gifts and grants.

School Board Regular Meeting

6. B.

Meeting Date: 10/07/2019

Prepared By: Tom Sager, Director of Business Services

Item Type: Action

Subject:

Approval of Individual Transportation Contracts

Background:

State law requires school districts to enter into contracts with all individuals or companies that transport students. There are a number of individual contracts that must be approved.

Various situations in the school district require special arrangements for transportation with either the parent or private contractor. Circumstances, such as length of bus route, medical needs or location of provided services make the individual contract the only valid option.

Recommended Action:

The administration recommends the approval of the individual contracts in the memorandum provided to School Board members.

Attachments

School Board Regular Meeting**6. C.****Meeting Date:** 10/07/2019**Prepared By:** Paul Peterson, Superintendent**Item Type:** Action

Subject:

Resolution Supporting East and West High School MSHSL Grant Request

Background:

In 2007 the State Legislature passed a law which dedicated the sales tax proceeds from Sectional and State Minnesota State High School League (MSHSL) events to the MSHSL Foundation. The MSHSL Foundation provides grants back to MSHSL members to support scholarships for students qualifying for a free or reduced price lunch to participate in co-curricular activities. The grant guidelines require that the School Board pass a resolution detailing how the funds will be used.

Recommended Action:

The administration recommends approval of the attached resolution Form A.

AttachmentsForm A Resolution

FORM A

RESOLUTION OF SCHOOL BOARD SUPPORTING FORM A APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;

WHEREAS, the District 77 School Board recognizes the value of student participation in extracurricular activities; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist school districts in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Mankato Area Public Schools' School Board supports the District's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.

Date

Board Chair

Date

Board Clerk - Treasurer

School Board Regular Meeting**6. D.****Meeting Date:** 10/07/2019**Prepared By:** Tom Sager, Director of Business Services**Item Type:** Action

Subject:

Act on 2020-21 Revised Long Term Facilities Maintenance Plan

Background:

In July 2019, the School Board approved the District's LTFM plan for the 2020-21 school year. Since that time, the District has identified further facility maintenance needs that would qualify for LTFM funding through the current levy certification process. The District has been in contact with MDE to validate this process. By approving this action, the District will receive additional resources to help address ongoing facility maintenance needs.

Recommended Action:

The administration recommends approval of the District revised LTFM plan as described. Plan detail is attached below.

Attachments

LTFM 10 year expenditure

FY 21 LTFM 10 Year Revenue

Long-Term Facilities Maintenance Expenditure Categories used in the Excel Spreadsheet Template

Category 1: Health and Safety Expenditures by Uniform Financial and Accounting Reporting Standards (UFARS) Finance Codes 347, 349, 352, 358, 363 and 366 (this section excludes project costs of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366).

projects for Fiscal Year (FY) 2020 and FY 2021. The later years can be a rough estimate. Fiscal 2019 is an estimate of what the final UFARS expenditures will be. Once the FY 2019 audited financial data is complete and final UFARS data has been submitted, enter the actual FY 2019 Health and Safety (H&S) expenditures on the Health and Safety Data Submission System. Category 1 excludes projects costing \$100,000 or more for asbestos removal or encapsulation, fire safety, and indoor air quality as they are entered under Category 2 as listed below. Also enter FY 2019, FY 2020 and FY 2021 totals per finance code in the Health and Safety Data Submission on the Minnesota Department of Education (MDE) website (MDE homepage > Districts, Schools and Educators > Business and Finance > Data Submissions, then select the Health and Safety category) so that harmless revenue calculates properly on the levy.

Category 2: Health and Safety Expenditures by UFARS Finance Code for Asbestos Removal and Encapsulation, Fire Safety and Indoor Air Quality projects costing \$100,000 or more per Project, per Site, per Year.

A district enters totals by finance code for individual projects that cost \$100,000 or more per site, per year for asbestos removal and encapsulation, fire safety, or indoor air quality as they generate additional revenue. Also, enter FY 2019, FY 2020 and FY 2021 H&S projects costing \$100,000 or more *on a separate line* in the Health and Safety Data Submission System on the MDE website (the project description should include the site name and whether it is financed by “pay-as-you-go” or bonded dollars).

Category 3: Remodeling for Approved Voluntary Prekindergarten (VPK) Program

If the district has an approved VPK program include planned expenditures for remodeling projects.

Category 4: Americans with Disabilities Act (ADA) Accessibility Projects

Enter approved project costs to increase accessibility to school facilities. The project shall conform to both the district’s ADA/Section 504 disabled access transition plan and the current ADA Accessibility Guidelines for Buildings and Facilities, as well as applicable state and local building and fire codes.

Category 5: Deferred Maintenance Projects by UFARS Finance Code.

Facility deferred maintenance projects are broken into nine finance codes. Each code represents a component grouping of a building designed to ease assignment of a project into the proper code. The code breakdown is also meaningful for comparison of costs among school districts and to the Minnesota legislature to assess school facility costs and the ongoing need for facility funding.

Additional Documentation

Category 2 Asbestos Removal and Encapsulation, Fire Safety and Indoor Air Projects \$100,000 or over per Project, per Site, per Year

For districts with asbestos removal and encapsulation, fire safety and indoor air quality projects costing \$100,000 or more per project, per site, per year for FY 2020 or FY 2021 the ten-year plan includes a narrative describing the scope and cost of the project in greater detail. Individual project approval is required as these projects generate additional revenue.

- a. For ***asbestos removal and encapsulation projects***, give a description of the type and amount of asbestos and the scope of the project including an engineer or contractor estimate of the cost.
- b. For ***fire safety projects***, include a project description and an estimate of the cost from the project engineer. If a building permit has been pulled for other school construction projects, the building inspector has jurisdiction over the review of the fire suppression rework, but the State Fire Marshal should be contacted for final review and approval; otherwise, the fire suppression rework requires an order from the state fire marshal, schools division.
- c. For ***indoor air quality projects***, describe which American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) Indoor Air Quality (IAQ) standards are not being met and indicate how the project will result in meeting ASHRAE standards and include an estimate of cost from the project engineer. Also, include a floor plan to reflect classrooms affected and a report listing cubic feet per minute (CFM) ratings.

Category 3 Approved Voluntary Prekindergarten (VPK) Program - Remodeling Costs

For districts with an approved voluntary prekindergarten program under section 124D.151, a narrative describing the project to remodel existing instructional space to accommodate kindergarten instruction. In the narrative, describe the square footage and use of the existing instructional space, changes to be made to the facility, and the final square footage and features of the prekindergarten instructional space, for example, bathroom space, play area, and small group instruction space. This narrative may be the same narrative submitted to MDE as part of the application to obtain approval for the voluntary prekindergarten program under section 124D.151.

Category 5 Deferred Maintenance Projects costing \$2,000,000 per Project, per Site, per Year

For districts with deferred maintenance projects for FY 2020 or FY 2021 costing \$2,000,000 or more per project, per site, per year, a narrative describing each project in greater detail is required. In the narrative, discuss the deferred capital and maintenance criteria that make the project eligible for Long-Term facilities maintenance revenue and the work necessary to prevent further erosion of facilities. Describe the scope of work in sufficient detail to indicate the change in condition of the facility and provide an indication of the improvement to useful life. Indicate the level of deferred maintenance work needed for the facility before and after the project will be completed. Include an architect or consultant cost estimate detailing categories of work and associated cost including an estimate of fees.

Updating the Health and Safety Database

The Minnesota Department of Education (MDE) will continue to use the existing Health and Safety (H&S) database (located on the MDE website under MDE > Districts, Schools and Educators > Business and Finance > Data Submissions, select Health and Safety) to drive levy processing for fall levies. Districts enter summary data by finance code, consistent with the summary data for Fiscal Year (FY) 2019, FY 2020 and FY 2021 included on the district's ten-year plan expenditure spreadsheet. Detailed information by project will still be required for asbestos removal and encapsulation, fire safety and indoor air quality projects costing \$100,000 or more per project, per site, per year since those generate additional revenue over and above the Long-Term Facilities Maintenance (LTFM) formula allowance. Do not enter information for deferred maintenance or accessibility finance codes. The Health and Safety amounts provide an accurate calculation of the hold harmless revenue estimate on the levy and aid entitlement reports, and either add to revenue or show complete information for persons who seek levy information.

When comfortable with data and assumptions, a district should **enter the total health and safety cost from the expenditure spreadsheet in the hold harmless section of the revenue spreadsheet and the Health and Safety Data Submission System**. Hold harmless revenue depends on the year's H&S costs plus deferred maintenance revenue for districts that did not qualify for alternative facilities revenue. Hold harmless for an alternative facilities school district is health and safety plus an amount to fund the other ten-year plan projects. For FY 2019 and later, MDE is asking school districts to enter **totals by finance code** from the expenditure spreadsheet in the **Health and Safety Data Submission System** (instructions on how to enter H&S data on the data submissions website may be found on the LTFM webpage under MDE > Districts, Schools and Educators > Business and Finance > School Finance > Facilities and Technology > Long-Term Facilities Maintenance, then select "Health and Safety Website Instructions" (these instructions may also be found on the Health and Safety Data Submission System). MDE uses the submission system to load the prior law calculation H&S amount into the Levy Limitation and Certification system and LTFM Aid Entitlement system. Without this step, the levy shows zero in the health and safety line under the old law revenue and the calculation is inaccurate. An alternative facilities school district should not include the amount in both the Health and Safety Data Submission System and in the revenue amount entered for deferred maintenance ten-year plan projects levy as the H&S levy will be doubled. In the Health and Safety Data Submission System, enter the H&S finance totals, six in all (if all are included in the ten-year planned projects) from the expenditure spreadsheet plus separately enter each individual project (asbestos removal and encapsulation, fire safety or indoor air quality) costing \$100,000 or

Note: School Districts should continue to update H&S expenditures in the Health and Safety Data Submission system on a regular basis to accurately cost estimate decreases or increases for applicable fiscal years.

Make sure to update the system for final, audited UFARS H&S financial data (reference the 18-19 UFARS Turnaround Report titled **Expenditure by Finance Code Report** on the Minnesota Funding Reports (MFR) webpage located at Data Center > Data Reports and Analytics, locate the School Finance Reports section, select Minnesota Funding Reports (MFR). Enter your school name, view all reports, select UFARS Turnaround Reports category, select 18-19 school year, under Report select "All" and then List Reports.

[illegible]

FY 21 Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection					Revised 9/25/2019									
77	<= Type in School District Number													
	Mankato Public School District		Change only											
			if requiring levy	Payable 2019										
Calculations for Ten Year Projection		Pay 19	adjustments	LLC Certification	Current Estimate									
		LLC #	FY 2019	FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
	Old Formula revenue													
21	Old formula Health & Safety revenue (these should match the pay as you go amounts entered into the Health & Safety Data Submission System through FY 2020)	459		650,000	650,000	650,000	-	-	-	-	-	-	-	-
22	Old formula alt facilities debt revenue (1A) - gross before debt excess	701			-	-	-	-	-	-	-	-	-	-
23	Debt Excess allocated to line 22				-	-	-	-	-	-	-	-	-	-
24	Old formula alt facilities debt revenue (1A) - debt excess	765			-	-	-	-	-	-	-	-	-	-
25	Old formula alt facilities debt revenue (1B) = (12) - (13)	766			-	-	-	-	-	-	-	-	-	-
26	Old formula alt facilities pay as you go revenue (1A) (these should match the pay as you go amounts calculated on the Alt Facilities Page 8 worksheet through FY 2020)	460			-	3,812,167	-	-	-	-	-	-	-	-
27	Old formula alt facilities pay as you go revenue (1B) > \$500,000 (these should match the pay as you go amounts entered into the Health & Safety Data Submission System through FY 2020)	463			-	-	-	-	-	-	-	-	-	-
27a	LTFM "H&S >100K per site" bonds	767			-	-	-	-	-	-	-	-	-	-
27b	LTFM "other" bonds for 1A hold harmless	769			-	-	-	-	-	-	-	-	-	-
28	Old formula deferred maintenance revenue = (if (22) + (26) = 0, (10) * (\$64 / formula allowance))	466			-	-	-	-	-	-	-	-	-	-
29	Total old formula revenue = (21)+(24)+(25)+(26)+(27)+(27a)+(27b)+(28)	467		650,000	650,000	4,462,167	-	-	-	-	-	-	-	-
30	Total LTFM Revenue for Individual District Projects = Greater of (20d) or [(29) + (20c)]	468		3,636,068	3,652,946	4,462,167	3,737,167	3,737,167	3,737,167	3,737,167	3,737,167	3,737,167	3,737,167	3,737,167
31	District Requested Reduction from Maximum LTFM Revenue (to levy less than the maximum). Also enter this amount in the Levy Information System. Stated as positive number	469		-	-	-	-	-	-	-	-	-	-	-
32	District LTFM Revenue (30) - (31)	470		3,636,068	3,652,946	4,462,167	3,737,167	3,737,167	3,737,167	3,737,167	3,737,167	3,737,167	3,737,167	3,737,167
33	LTFM Revenue for District Share of Eligible Cooperative / Intermediate Projects (Unequalized)	471		-	-	-	-	-	-	-	-	-	-	-
34	Grand Total LTFM Revenue (32) + (33)	472		3,636,068	3,652,946	4,462,167	3,737,167	3,737,167	3,737,167	3,737,167	3,737,167	3,737,167	3,737,167	3,737,167
	Aid and Levy Shares of Total Revenue													
35	For ANTC & APU, three year prior date			2017	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
36	Three year prior Ag Modified ANTC	33		73,639,117	73,639,117	76,780,324	79,851,537	83,045,598	86,367,422	89,822,119	93,415,004	97,151,604	101,037,668	105,079,175
37	Three year prior Adjusted PU (New Weights)	54		9,226.16	9,226.15	9,293.55	9,443.79	9,613.02	9,834.65	9,834.65	9,834.65	9,834.65	9,834.65	9,834.65
38	ANTC / APU = (36) / (37)	474		7,981.56	7,981.56	8,261.68	8,455.46	8,638.87	8,781.95	9,133.23	9,498.56	9,878.50	10,273.64	10,684.59
39	State average ANTC / APU with ag value adjustment	475		7,718.42	8,124.44	8,591.39	9,061.00	9,544.16	9,926.00	10,323.00	10,736.00	11,165.00	11,612.00	12,076.00
40	Equalizing Factor = 123% of (39)	476		9,493.66	9,993.06	10,567.41	11,145.03	11,739.32	12,208.98	12,697.29	13,205.28	13,732.95	14,282.76	14,853.48
41	Local (levy) share of Equalized Revenue (lesser of 1 or (38) / (40))	477		79.87%	79.87%	78.18%	75.87%	73.59%	71.93%	71.93%	71.93%	71.93%	71.93%	71.93%
42	State (aid) share of Equalized Revenue (1 - (41))	478		20.13%	20.13%	21.82%	24.13%	26.41%	28.07%	28.07%	28.07%	28.07%	28.07%	28.07%

[illegible]