

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

October 21, 2019

The School Board of Independent School District No. 77 met in regular session on Monday, October 21, 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 and Darren Wacker. Absent: Kristi Schuck.

Mrs. Brandon made a motion, and Mrs. 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: Fall Enrollment Report presented by Eric Hudspith and Tom Sager; 2020-21 & 2021-22 Calendar Options presented by Marti Sievek; Board Member Workshop/Committee Reports.

The consent agenda items outlined below were approved on a motion by Mrs. Hendricks, seconded by Ms. Sapp, and carried on a 6-0 roll call vote.

Approval of Minutes of the October 7, 2019, regular Board meeting.

Approval of October Bills totaling \$10,555,501.23.

Personnel:

APPOINTMENTS (INSTRUCTIONAL)

Susan Wolfe - Long Term Substitute Teacher for Susan Scruggs at Monroe Elementary School beginning October 2 and ending October 11, 2019 and October 23 ending December 6, 2019. She will be placed at step 10 of the B+30 lane on the Teachers Association salary schedule.

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

LeeAnn Johnson, Jen Kluntz, Travis Miller, Mary Michels, Katie Zimmerman
Julie Gronewold, Coordinator - She will receive \$1,000 for this assignment

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

Miranda Bode, Shonita Harper, Sherry Imhoff, Jessica Kelly, Ellen LeBeau, Carol Schulz, Parker Winning (Elizabeth Hanson, Molly Lout - beginning in January)
Parker Winning, Coordinator - He will receive \$1,000 for this assignment

The following will be teachers in the ExCel Program at Monroe 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 Anderson, Dan Blaisdell, Janna Hammes, Megan Hoekstra, Samantha Kaeter, Lynn Matzke, Karen Mehlhaff, Kristina Schemmel, Diane Substad
Alysha Smook, Coordinator - She will receive \$1,000 for this assignment

APPOINTMENTS (NONINSTRUCTIONAL)

Carli Balster - Special Education Paraprofessional at Franklin Elementary School for 6.25 hours per day/5 days per week beginning October 24, 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.

Loyal Erickson - Lead Evening Custodian at West High School beginning November 1, 2019. This is a full-time, 12-month position and he will be placed at classification A13, step 3 of the Maintenance and Custodial Workers Association salary schedule with an hourly rate of \$16.54.

Alexandra Freitag - Rescind appointment to the position of Special Education Paraprofessional at Franklin Elementary School that was to begin October 11, 2019.

Rebecca Guss - ACES Child Care Assistant at Roosevelt Elementary School for 4 hours per day/4 days per week beginning November 10 and ending June 4, 2020. She will be compensated at the rate of \$11 per hour.

Kristen Hansel - ACES Child Care Assistant at Bridges Community School for 2.75 hours per day/3 days per week beginning October 14 and continuing through June 4, 2020. She will be compensated at the rate of \$11.75 per hour.

Debra Hiniker - NonClassroom (Playground/Lunchroom) Paraprofessional at Monroe Elementary School for 1 hour 55 minutes per day/3 days per week beginning October 22, 2019. She will be compensated at the rate of \$13.26 per hour.

Winford Kipp - ACES Child Care Assistant at Hoover Elementary School for 4 hours per day/2 days per week beginning October 16 and ending June 4, 2020. He will be compensated at the rate of \$11 per hour.

Martha Kosovich - Special Education Paraprofessional at Kennedy 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.

Jazmin Portillo - ACES Site Supervisor at Jefferson Elementary School for 5 hours per day/5 days per week beginning October 17 and ending June 4, 2020. She will be compensated at the rate of \$14 per hour.

Amber Schenk - Special Education Student Success Coach at Futures SUN for 6.75 hours per day/5 days per week beginning October 14, 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.

Tamara Scherer - ExCel Paraprofessional at Kennedy Elementary School for 1 hour per day/2 days per week beginning October 15 and ending April 29, 2020. She will be compensated according to her placement on the Minnesota School Employees Association salary schedule.

Kyla Schlueter - Student Success Coach at Franklin 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 between the District and the Minnesota School Employees Association.

Makenzie Sellner - Special Education Paraprofessional at Franklin Elementary School for 6.25 hours per day/5 days per week beginning October 24, 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.

Sharon Starkey - Reading Intervention Paraprofessional at Washington Elementary School for 6 hours per day/2 days per week beginning October 22, 2019. She will be compensated at the rate of \$14.03 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Heather Tentis - Rescind resignation from her position at Franklin and transfer from Clerical Assistant/POS Operator to Secretary at Community Education & Recreation (Recreation focus) beginning October 21, 2019. This is a full-time, 8 hour per day/5 day per week position and she will be placed at her current step, classification B21 of the Educational Secretaries Association salary schedule with an hourly rate of \$15.95.

Marin Thornton - ACES Child Care Assistant at Washington Elementary School for 4 hours per day/3 days per week beginning October 10 and continuing through June 4, 2020. She will be compensated at the rate of \$11.00 per hour.

The following will be paraprofessionals in the ExCel Program at Eagle Lake Elementary School for 1.75 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.

Shirlee Erb, Jonathan Morrow

CONTRACT ADJUSTMENTS (INSTRUCTIONAL)

Bette Blaisdell - Increase in assignment to 746.5 annual hours (.52 FTEs) for the 2019-20 school year.

Erin Meyer - Extend Long Term Substitute assignment at Dakota Meadows Middle School until January 2, 2020.

Theresa Mosher - Increase in assignment to 602 annual hours (0.42 FTEs) for the 2019-20 school year.

CONTRACT ADJUSTMENTS (NONINSTRUCTIONAL)

Danielle Carpenter-Anderson - Decrease in Special Education Paraprofessional assignment from 33.75 hours per week to 30.75 hours per week (6.5 M/T/Th, 4.5 W, 6.75 F) beginning September 5, 2019.

Kristen Hansel - Change start date to October 14, 2019 for her Special Education Paraprofessional assignment at Monroe Elementary School.

Darcele Kies - Decrease in Special Education Paraprofessional assignment from 6.75 hours per day 6 hours per day/5 days per week beginning October 14, 2019.

Macayla Padmore - Decrease in ACES Assistant Site Supervisor assignment with the elimination of 2 hours per day at Hoover Elementary School. She will be at Bridges Community School for 4 hours per day/5 days per week beginning October 15, 2019.

Erin Passon - Decrease in Special Education Paraprofessional assignment from 33.75 hours per week to 28.75 hours per week (4.25 hours T/Th, 6.75 M/W/F) beginning October 7, 2019.

Sharon Soliz Arndt - Decrease in NonClassroom Paraprofessional assignment from 3.5 hours per day to 2.5 hours per day/5 days per week beginning September 5, 2019.

Tyler Sorenson - Increase in Special Education Student Success Coach assignment from 6.75 hours per day to 7 hours and 10 minutes per day/5 days per week beginning September 5, 2019.

Cathy Stien, Brailist - Increase in hourly rate to \$23.50, beginning September 3, 2019.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Kristin Dauk - Extend Board approved leave, returning to work January 2, 2020.

Susan Scruggs, Teacher at Monroe Elementary School, has requested a leave under the provisions of the Family Medical Leave Act commencing on October 23 and returning to work December 9, 2019.

RESIGNATIONS (NONINSTRUCTIONAL)

Marilyn Biedscheid - Rescind resignation for the NonClassroom (Playground) Paraprofessional portion of her assignment. She will also continue as a special education paraprofessional substitute.

Tara Larson - ACES Child Care Assistant. Last date of employment October 31, 2019.

Kimberly Schultz Yanez - Cook's Helper. Last date of September 23, 2019.

Debra Szymanski - Evening Custodian at Rosa Parks Elementary School. Last date of employment will be October 25, 2019.

Dylan Tomlinson - Seasonal Grounds Worker. Last date of employment October 26, 2019.

TERMINATION OF EMPLOYMENT (NONINSTRUCTIONAL)

Adam Hicks - NonClassroom (Playground) Paraprofessional at Rosa Parks Elementary School, effective as of October 15, 2019.

Personnel - Addendum

APPOINTMENTS (INSTRUCTIONAL)

Dylan Ek - Long Term Substitute for Sarah Vidrio at Prairie Winds Middle School beginning December 11 and ending February 2, 2020. He will be placed at step 1 of the B lane on the Teachers Association salary schedule.

APPOINTMENTS (NONINSTRUCTIONAL)

Elizabeth Rich - Special Education Paraprofessional at Prairie Winds Middle School for 24.25 hours per week (4 hours on M, 6.75 hours on T/W/F) beginning October 24, 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.

Danica Schmidt - Special Education Paraprofessional, Early Learning at 5 C's for 3 hours per day/2 days per week (M/W) beginning October 23, 2019. She will be compensated at the rate of \$13.26 per hour.

CONTRACT ADJUSTMENTS (INSTRUCTIONAL)

LuAnn Sting - Increase in ABE Teacher assignment to 642 annual hours (0.45 FTEs) for 2019-20.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Daniell Heath, Teacher at Dakota Meadows Middle School, has requested a leave under the provisions of the Family Medical Leave Act, commencing on December 9 and returning to work December 13, 2019 and March 2 returning to work April 15, 2020.

Haley Nicolai, Teacher at Jefferson Elementary School, has requested a leave under the provisions of the Family Medical Leave Act, commencing on March 31 and returning to work June 5, 2020.

REQUESTS FOR LEAVE (NONINSTRUCTIONAL)

Patrick McCall, Head Building Engineer at Washington Elementary School, has requested a leave under the provisions of the Family Medical Leave Act beginning October 3 and returning to work November 12, 2019.

Erin Passon - Revise Board approved leave to begin October 21 and returning to work February 3, 2020.

Angela Peters, Special Education Paraprofessional at Dakota Meadows Middle School, has requested an intermittent leave under the provisions of the Family Medical Leave Act beginning September 5 and ending June 4, 2020.

Sheryl Redding, Human Resources Secretary, has requested a leave under the provisions of the Family Medical Leave Act commencing on November 8 and ending January 3, 2020.

RESIGNATIONS (INSTRUCTIONAL)

Valerie Jo Cornell, Grade 1 Teacher at Kennedy Elementary School, has submitted her resignation for purposes of retirement effective as of January 1, 2020.

The following gifts have been received by the School District:

Eagle Lake Fire Department donated \$1,000 to Eagle Lake Elementary for Open Gym/Open Maker Space

Cornerstone State Bank donated \$1,000 to Eagle Lake Elementary

Prairie Ecology Bus Center donated \$5,100 to Bridges Community School

Sanford Health donated \$5,325 to West High Football Grant

Marilyn Noren donated \$100 to East High Hall of Fame

East High Boys Cross Country Program received anonymous donations totaling \$300

An Anonymous donation was made to West High Girls Soccer Program for \$50

An Anonymous donation was made to the following programs:

- East High Hall of Fame for \$212
- East High Girls Track & Field for \$350
- East High Girls Cross Country for \$150

East High Boys Swim Program received anonymous donations totaling \$500

Ms. Sapp made a motion to accept the gifts. The motion was seconded by Mrs. Brandon and carried on a 6-0 voice vote.

Each year, school districts in Minnesota must submit an Assurance of Compliance with State and Federal laws prohibiting discrimination to the Department of Education. Ms. Hansen made a motion to authorize the Superintendent to submit the report electronically on behalf of the District. Mrs. Hendricks seconded the motion and it carried on a 6-0 voice vote.

Since 1979 the All Seasons Arena, owned by the cities of Mankato, North Mankato, Skyline and Blue Earth County, has been operated by the Mankato Area Public Schools Community Education and Recreation Department. Mankato Area Public Schools functions as the fiscal agent only and does not provide any financial support for the facility. The current arena operating agreement expired on June 30, 2019. The All Seasons Arena Joint Powers Board approved the attached renewal agreement at their May 10, 2019, meeting. Following questions, Mrs. Brandon made a motion to renew the operating agreement for a period of three (3) years (see pages _____). The motion was seconded by Ms. Sapp and carried on a 6-0 voice vote.

As part of the current FY 19 audit process, the district's auditors are recommending that the school board approve two fund transfers for the 2018-2019 year. One is from Fund 01 (General) to Fund 02 (Food Service). The second is from Fund 01 to Fund 04 (Community Ed). The fund transfer to Food Service is a result of an MDE Food Service audit conducted in April 2019 related to FY 18. The internal review determined that the chargeback amount to Fund 02 for operational services exceeded the verifiable threshold. To reconcile this, the District will transfer the overage chargeback amount from Fund 01 to Fund 02 for these FY 18 costs. The district has worked closely with MDE and has defined a plan and methodology that will be used in FY 19 and beyond. Having these adjustments occur over two fiscal year cycles is what requires the board approved fund transfer. The fund transfer to Community Education (Fund 04) is due to the actual expenses of providing preschool screening services exceeding the state aid for this activity. When this occurs, it is recommended that the general fund account for the difference. A motion was made by Ms. Sapp to approve the fund transfers as recommended, seconded by Mrs. Brandon. The motion was carried on a 6-0 roll call vote.

On October 3, 2019, three bids were received and reviewed for the Thomas Anderson Soccer Field drainage improvements (see page _____). The administrative team and Bolton & Menk, Inc., the District's professional engineering firm, recommend that the bid submitted by Chambers Excavating & Trucking LLC in the amount of

\$244,727.00 be accepted by the School Board. A motion was made by Mrs. Hendricks to approve the bid as recommended, seconded by Mrs. Brandon. The motion was carried on a 6-0 roll call vote.

There being no further business to consider, Ms. Sapp moved and Ms. Hansen seconded, that the meeting be adjourned. The meeting was declared adjourned at 6:15 p.m., on a 6-0 voice vote.

Clerk _____

Attest:

Chairperson _____

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

October 21, 2019

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1. Brandon/Hendricks approval of agenda with personnel addendum. 6-0
2. Open Forum - None.
3. Information: Fall Enrollment Report, 2020-21 & 2021-22 Calendar Options, Board Member Workshop/Committee Reports.
4. Hendricks/Sapp approval of Consent Agenda Items: Approval of Minutes of the October 7, 2019, regular meeting; Approval of October Bills; Personnel. 6-0
5. Sapp/Brandon acceptance of gifts and grants. 6-0
6. Hansen/Hendricks approval of Assurance of Compliance report. 6-0
7. Brandon/Sapp approval of All Seasons Arena Agreement. 6-0
8. Sapp/Brandon approval of Fund Transfers. 6-0
9. Hendricks/Brandon approval of bid for Soccer Field Drainage Improvements. 6-0
10. Sapp/Hansen adjournment at 6:15 p.m. 6-0

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.