



AGENDA

Independent School District No. 77
Mankato, MN 56001

Monday, October 21, 2019 - 5:30 p.m.
Intergovernmental Center - Mankato Room

Greeters: Supt. Paul Peterson and Kristi Schuck

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. Fall Enrollment Report
 - B. 2020-21 & 2021-22 Calendar Options
 - C. Board Member Workshop/Committee Reports
5. CONSENT AGENDA (6:25 P.M.)
 - A. Approval of Minutes of October 7, 2019, Regular Meeting
 - B. Approval of October Bills
 - C. Personnel - Consent Items
6. BUSINESS (6:30 P.M.)
 - A. Acceptance of Gifts and Grants
 - B. Assurance of Compliance Report

- C. All Seasons Arena Agreement/Fiscal Agent
 - D. Approval of Fund Transfers
 - E. Act on Soccer Field Drainage Improvements
7. ADJOURNMENT (6:55 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: 10/21/2019

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

Item Type: Information

Subject:

Fall Enrollment Report

Background:

Eric Hudspith and Tom Sager will give a report on enrollments.

Recommended Action:

None.

Attachments

Presentation



Fall Enrollment Report

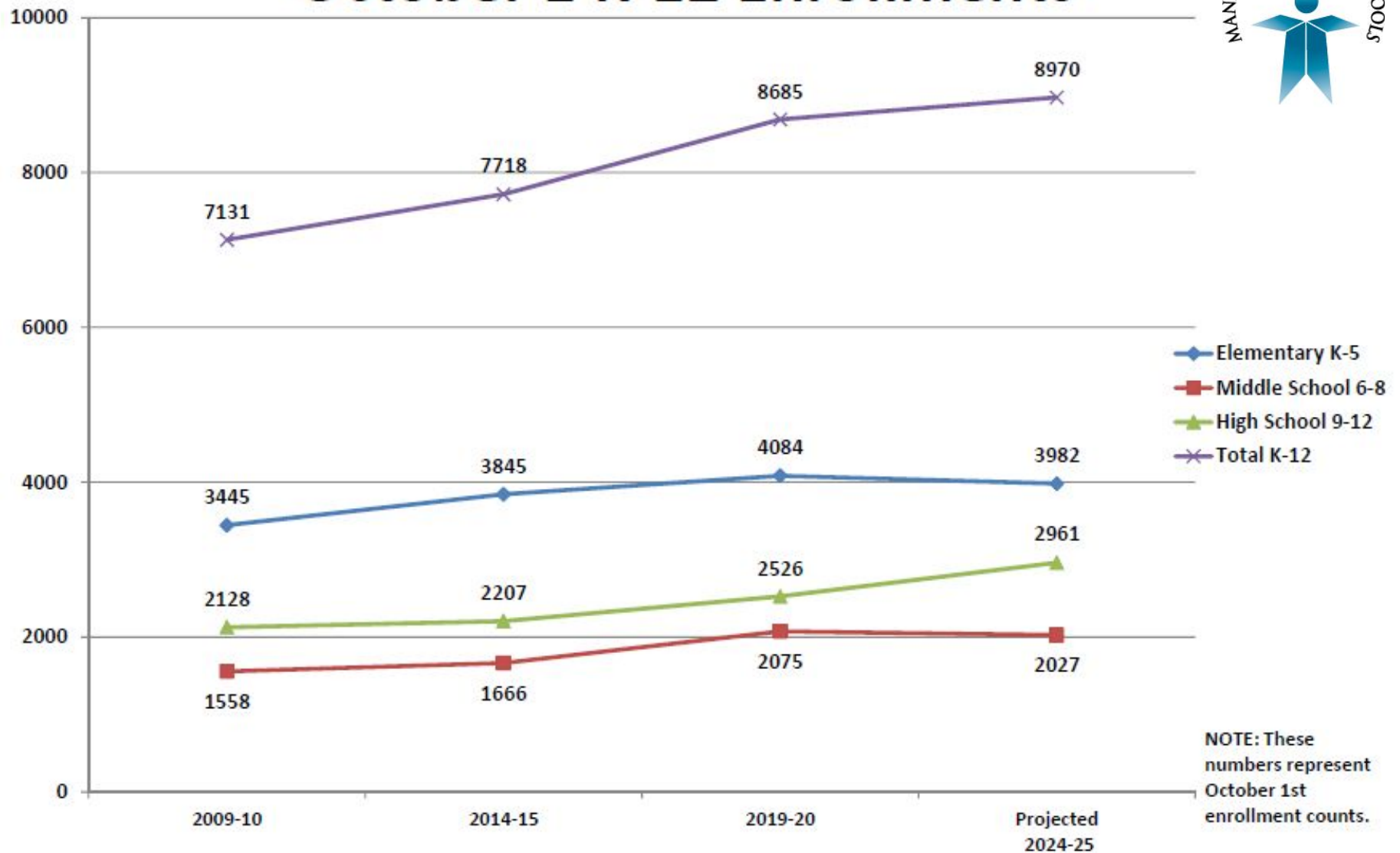
Presented to School Board
October 21, 2019

Mankato Area Public Schools District Strategic Roadmap



MISSION STATEMENT <i>(Our core purpose)</i> Assuring learning excellence and readiness for a changing world	CORE VALUES <i>(What drives our actions and words)</i> • Integrity <i>Doing the “right thing” at all times with honesty and authenticity</i> • Respect <i>Embracing of our differences, treating others as we wish to be treated</i> • Excellence <i>High expectations for all and in all we do and the courage to challenge for it</i> • Adaptability <i>Engaging in flexible, continuous and purposeful change grounded in data</i> • Responsibility <i>Shared stewardship of and accountability for our words, acts, choices and results</i> • Engagement <i>Actively participating with a mission-focus and values-driven attitude</i> • Collaboration <i>Operating with a preference and capacity for partnership across our community</i>
VISION <i>(What we commit to create)</i> <u>Learner Success</u> through • Aligned and relevant curriculum meeting individual needs • Learner excellence and readiness <u>Sustainable Systems & Structures</u> through • Sustainable resources for continued growth; freedom from scarcity • Quality, professional and respected staff • Sustainable leadership philosophy, practice, and culture <u>Community Culture of Excellence</u> through • Recognizing who we are and embracing who we may become • Collaboration and communication as core competencies	STRATEGIC DIRECTIONS <i>(Our focus for continuous improvement)</i> 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

October 1 K-12 Enrollments





Enrollments by Grade

Grade	Actual 2017-18	Actual 2018-19	Actual 2019-20	Difference from 2018-19
K	671	662	660	-2
1	663	672	673	1
2	689	657	680	23
3	701	693	650	-43
4	717	694	715	21
5	701	711	706	-5
Total Elementary	4142	4089	4084	-5



Enrollments by Grade

Grade	Actual 2017-18	Actual 2018-19	Actual 2019-20	Difference from 2018-19
6	663	698	707	9
7	630	662	705	43
8	621	615	663	48
9	596	627	634	7
10	612	587	644	57
11	600	611	600	-11
12	614	619	648	29
Total Secondary	4336	4419	4601	182



Summary of Total Enrollments

Grade Level	Actual 2017-18	Actual 2018-19	Actual 2019-20	Difference from 2018-19
Elementary	4142 (K-5)	4089 (K-5)	4084 (K-5)	-5 (K-5)
Secondary	4336 (6-12)	4419 (6-12)	4601 (6-12)	182 (6-12)
Total K-12	8478	8508	8685	177



Questions?



School Board Regular Meeting**4. B.****Meeting Date:** 10/21/2019**Prepared By:** Marti Sievek, Interim Director of Teaching and Learning**Item Type:** Information

Subject:

2020-21 & 2021-22 Calendar Options

Background:

Marti Sievek, Interim Director of Teaching and Learning, will present the 2020-21 and 2021-22 calendar options to the School Board. These options will be shared and feedback solicited with administrators, parents, staff, students and community members.

Recommended Action:N/A

Attachments

2020-21 Calendar A Staff

2020-21 Calendar A Student

2020-21 Calendar B Staff

2020-21 Calendar B Student

2021-22 Calendar A Staff

2021-22 Calendar A Student

2021-22 Calendar B Staff

2021-22 Calendar B Student



2020 - 2021 Staff Calendar - A

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MANKATO AREA PUBLIC SCHOOLS
 10 Civic Center Plaza, Suite Two
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Draft 7/31/19

Q1= 42 Q3= 43
 Q2= 43 Q4= 47

▲	Conferences 7-8/ K-6 Prep	☆	Classes Begin Grades 9- 12/ End Grades K-12	■	New Teachers
◇	7-12 Prep	★	Classes Begin Grades K-8	●	Conferences K-8
◆	Conferences K-6	□	All Teachers Workshop/Prep	○	Holiday
◆	Conferences K-12	△	Two-Hour Late Start	—	Non-Paid, Non-Work
Bold Date End of Quarter 11/6, 1/22, 3/25, 6/9					



2020 - 2021 Student Calendar - A

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Draft 10/9/19



Classes Begin for Grades 9-12/ End for Grades K-12



Classes Begin for Grades K-8



Two-Hour Late Start



No School K-5



No School K-8



No School K-12

Bold Date End of Quarter 11/6, 1/22, 3/25, 6/9



2020 - 2021 Staff Calendar - B

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Bold Date End of Quarter 11/12, 1/28, 3/31, 6/4



2020 - 2021 Student Calendar - B

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Classes Begin for Grades 9-12/ End for Grades K-12



Classes Begin for Grades K-8



Two-Hour Late Start



No School K-5



No School K-8



No School K-12

Bold Date End of Quarter 11/12, 1/28, 3/31, 6/4



2021 - 2022 Staff Calendar - A

JULY 2021						
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Draft 9/16/19

Q1= 46 Q3= 43
 Q2= 40 Q4= 46

▲ Conferences 7-8/ K-6 Prep	☆ Classes Begin Grades 9- 12/ End Grades K-12	■ New Teachers
◇ 7-12 Prep	★ Classes Begin Grades K-8	● Conferences K-8
◆ Conferences K-6	□ All Teachers Workshop/Prep	○ Holiday
◆ Conferences K-12	△ Two-Hour Late Start	— Non-Paid, Non-Work
Bold Date End of Quarter 11/11, 1/21, 3/25, 6/9		



2021 - 2022 Student Calendar - A

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Draft 10/9/19

- ☆ Classes Begin for Grades 9-12/ End for Grades K-12
- ★ Classes Begin for Grades K-
- △ Two-Hour Late Start

- ◆ No School K-5
- No School K-8
- No School K-12

Bold Date End of Quarter 11/11, 1/21, 3/25, 6/9



2021 - 2022 Staff Calendar - B

JULY 2021						
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Draft 9/16/19

Q1= 46 Q3= 44
 Q2= 40 Q4= 45

▲ Conferences 7-8/ K-6 Prep	☆ Classes Begin Grades 9- 12/ End Grades K-12	■ New Teachers Workshop
◇ 7-12 Prep	★ Classes Begin Grades K-8	● Conferences K-8
✦ Conferences K-6	□ All Teachers Workshop/Prep	○ Holiday
◆ Conferences K-12	△ Two-Hour Late Start	— Non-Paid, Non- Work Day

Bold Date End of Quarter 11/11, 1/21, 3/25, 6/1



2021 - 2022 Student Calendar - B

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Draft 10/9/19



Classes Begin for Grades 9-12/ End for Grades K-12



Classes Begin for Grades K-8



Two-Hour Late Start



No School K-5



No School K-8



No School K-12

Bold Date End of Quarter 11/11, 1/21, 3/25, 6/1

School Board Regular Meeting

4. C.

Meeting Date: 10/21/2019

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: 10/21/2019

Prepared By: Paul Peterson, Superintendent

Item Type: Action

Subject:

Approval of Minutes of October 7, 2019, Regular Meeting

Background:

See attachment.

Recommended Action:

Recommend approval of the minutes and proceedings as attached.

Attachments

Minutes - October 7, 2019

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

October 7, 2019

The School Board of Independent School District No. 77 met in regular session on Monday, October 7, in the Mankato Room at the Intergovernmental Center. Vice-Chair Sapp called the meeting to order at 5:32 p.m. Members present at roll call: Judi Brandon, Sara Hansen, Ann Hendricks, Abdi Sabrie and Jodi Sapp. Absent: Kristi Schuck and Darren Wacker.

Mrs. Brandon made a motion, and Ms. Hansen seconded, approval of the agenda together with a Personnel Addendum. The motion carried on a 5-0 voice vote.

Open Forum: No one wished to speak.

Information Reports: Achievement and Integration report provided by Eric Hudspith and Marti Sievek; Board Member Workshop/Committee Reports.

The consent agenda items outlined below were approved on a motion by Mrs. Hendricks, seconded by Mrs. Brandon, and carried on a 5-0 roll call vote.

Approval of Minutes of the September 16, 2019, regular Board meeting.

Personnel:

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.

Name	From	To
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 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.

Addendum

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.

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

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

Mrs. Hendricks made a motion to accept the gifts. The motion was seconded by Ms. Hansen and carried on a 5-0 voice vote.

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; that list was provided to School Board members. 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. Following questions, Mrs. Brandon made a motion to approve the contracts and the motion was seconded by Ms. Hansen. The motion carried on a 5-0 roll call vote.

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. Ms. Hansen made a motion to approve the attached resolution (see page _____) supporting the grant application. The motion was seconded by Mrs. Brandon and carried on a 5-0 voice vote.

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. Mrs. Hendricks made a motion to approve the District revised LTFM plan. The motion was seconded by Ms. Hansen and carried on a 5-0 roll call vote.

There being no further business to consider, Mrs. Hendricks moved and Mrs. Brandon seconded, that the meeting be adjourned. The meeting was declared adjourned at 6:32 p.m., on a 5-0 voice vote.

Clerk _____

Attest:

Chairperson _____

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

October 7, 2019

The School Board of Independent School District No. 77 met in regular session on Monday, October 7, in the Mankato Room at the Intergovernmental Center. Vice-Chair Sapp called the meeting to order at 5:32 p.m. Members present at roll call: Judi Brandon, Sara Hansen, Ann Hendricks, Abdi Sabrie and Jodi Sapp. Absent: Kristi Schuck and Darren Wacker.

1. Brandon/Hansen approval of agenda with personnel addendum. 5-0
2. Open Forum - none
3. Information: Achievement & Integration Report, Board Member Workshop/Committee Reports.
4. Hendricks/Brandon approval of Consent Agenda Items: Approval of Minutes of the September 16, 2019, regular meeting; Personnel. 5-0
5. Hendricks/Hansen acceptance of gifts and grants. 5-0
6. Brandon/Hansen approval of individual transportation contracts. 5-0
7. Hansen/Brandon approval of resolution supporting MSHSL Grant requests. 5-0
8. Hendricks/Hansen approval of revised FY21 Long-term Facilities Maintenance
9. Hendricks/Brandon adjournment at 6:32 p.m. 5-0

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:** 10/21/2019**Prepared By:** Tom Sager, Director of Business Services**Item Type:** Action

Subject:

Approval of October 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 October. The total of the bills for October of 2019 is \$10,555,501.23.

Recommended Action:

The claims are recommended for payment as presented.

School Board Regular Meeting

5. C.

Meeting Date: 10/21/2019

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

Item Type: Action

Subject:

Personnel - Consent Items

Background:

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.

Recommended Action:

The Administration recommends approval of the Personnel items.

School Board Regular Meeting**6. A.****Meeting Date:** 10/21/2019**Prepared By:** Paul Peterson, Superintendent**Item Type:** Action**Subject:**

Acceptance of Gifts and Grants

Background:

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

Recommended Action:

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

School Board Regular Meeting

6. B.

Meeting Date: 10/21/2019

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

Item Type: Information

Subject:

Assurance of Compliance Report

Background:

Each year, school districts in Minnesota must submit an Assurance of Compliance with State and Federal laws prohibiting discrimination to the Department of Education. Although a written copy is no longer required, Mn Rule 3535.9910 requires Board action to approve the submission. The administration recommends that the School Board authorize the Superintendent to submit this Assurance. By doing so, the district confirms compliance with state and federal laws as listed below.

Federal Laws

1. [Title VI of the Civil Rights Act of 1964 \(42 USC § 2000d, et. seq.; 34 C.F.R. Part 100\)](#)
2. [Title VII of the Civil Rights Act of 1964 \(42 USC § 2000e, et. seq.; P.L. 88-352\)](#)
3. [Title VII of the Civil Rights Act of 1964 Pregnancy Discrimination Act \(within Title VII\) \(42 USC § 2000e\(k\)\)](#)
4. [Title IX of the Education Amendments of 1972 \(20 USC §§ 1681-1688; 34 C.F.R. Part 106\)](#)
5. [Age Discrimination Act of 1975 \(29 USC § 621; 42 USC § 6101; 29 C.F.R. Part 621\)](#)
6. [Section 504 of the Rehabilitation Act of 1973 \(29 USC § 794; 34 C.F.R. Part 104\)](#)
7. [American with Disabilities Act \(42 USC § 12101, et. seq.\)](#)
8. [Denial of Equal Educational Opportunity Prohibited \(20 USC § 1703\)](#)
9. [Fair Housing Act \(42 USC § 3601, et. seq.\)](#)
10. [Age Discrimination in Employment Act of 1967 \(42 USC § 6101 and 6102; 34 C.F.R. part 110\)](#)
11. [Prohibition against Discrimination Based on Blindness \(20 USC § 1684\)](#)

State Laws

1. [Minnesota Human Rights Act \(Minn. Stat. § 363A\)](#)
2. [Minnesota Statutes, section 121A.031, prohibits student bullying](#)
3. [Minnesota Statutes, section 121A.03 – requires school districts to have a policy prohibiting sexual/racial/religion harassment and violence](#)
4. [Minnesota Statutes, section 121A.04 – prohibits sex discrimination in athletic programs](#)
5. [Minnesota Rules, part 3500.0550 – relating to Inclusive Educational Program Plan](#)
6. [Minnesota Rules, Chapter 3535.0100-.0180; 3535.2300-.2800; 3535.3000-.3700 – relating to equality of education opportunity, school desegregation, and prohibition of discriminatory practices](#)

Recommended Action:

The Administration recommends approval of this item.

School Board Regular Meeting**6. C.****Meeting Date:** 10/21/2019**Prepared By:** Tom Sager, Director of Business Services**Item Type:** Action

Subject:

All Seasons Arena Agreement/Fiscal Agent

Background:

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.

Recommended Action:

This collaborative effort has been very successful and the administration recommends approval of the operating agreement. The operating agreement is for a period of three (3) years and would expire on June 30, 2022, unless renewed by mutual agreement.

AttachmentsASA Agreement

OPERATING SERVICE AGREEMENT

This Agreement is made between the City of Mankato, the City of North Mankato, the City of Skyline, the City of Eagle Lake, and County of Blue Earth, (hereinafter jointly referred to as "Owners") and Independent School District 77 (hereinafter referred to as "Operator").

The parties agree that the All Seasons Arena is an asset to the citizens living within the geographical boundaries of the governmental units involved in the Agreement. They further agree that said facility is to be operated in the best interest of the general public. Now, therefore, in order to meet those requirements, it is hereby agreed by the parties hereto as follows:

1.) The Operator shall manage the All Seasons Arena facility through the Community Education and Recreation Advisory Council (CERAC) and Community Education and Recreation Department (CER), an agency of Independent School District 77. CER shall conduct the day-to-day activities and operations at the Arena facility. The Operator shall consult with the Arena Board with reference to operating methods, procedures, programming, and policy. Job descriptions of fulltime employees, salaries, benefits, and individual responsibilities of employees shall be determined by the Arena Board, with input and recommendations for same to be furnished by CERAC/CER. All fulltime employees and personnel will be hired, selected and approved by the Arena Board and shall serve at the discretion of and under such conditions as are established by the Board and employee in any employment agreement which may be established. All fulltime employees shall be reviewed and evaluated on at least an annual basis to determine retention and any adjustments in salary or benefits as may be appropriate..

2.) The Operator shall be responsible for maintaining the financial records and statements of the All Seasons Arena in conformity of Generally Accepted Accounting Principles (GAAP). An audit of the financial statements shall be performed by an independent auditing firm annually. A statement of income and expenses will be prepared by the Operator and presented to the Arena Board on a monthly basis.

3.) The Operator shall limit expenditures to budgeted amount and shall not incur expenses outside budget limitations except with the consent of the Owners.

4.) The Operator shall not be required to advance any funds or pay any portion of the expenses except from income received by the Operator pursuant to the terms of this Agreement.

5.) The term of the Operator's Agreement shall be for a period of three (3) years, expiring June 30, 2022, unless renewed by mutual agreement.

6.) The governmental units designated as Owners shall provide to the Operator the sum of forty thousand dollars (\$40,000) in operating funds per operating year. Proportions are to be based on the formula as outlined in Exhibit A attached hereto and incorporated by reference. Said operating funds are to be requested in writing within fifteen (15) days' notice of desired receipt date. If the census formula changes by 5% or more, adjustment will be made to the formula accordingly. The governmental units will be notified if changes are made.

7.) The Operator does further agree to keep in full force and effect during the terms of this contract, either individually or through Independent School District 77, a general liability insurance policy with coverage for bodily injury liability in the amount of at least two million dollars (\$2,000,000.00) per person, with a limit of one million dollars (\$1,000,000.00) per occurrence. The undersigned individuals state that they have the authority from their respective governmental units and that they execute this Agreement on behalf of said governmental units.

City of Mankato:

BY

Its

City Manager

DATE

July 9, 2019

City of North Mankato:

BY

Its

Mayor

DATE

7-8-19

City of Skyline:

BY

Its

Mayor

DATE

9.9.19

City of Eagle Lake:

BY

Its

City Administrator

DATE

6/18/19

County of Blue Earth:

BY

Its

Board Chair

DATE

6/25/2019

Independent School District 77:

BY

Its

DATE

Exhibit A:

ALL SEASONS ARENA

OWNERSHIP FORMULA

<u>Unit</u>	<u>Unit Share 5-Owners</u>	<u>Owner Share</u>
Mankato	66.597 %	\$26,638.61
North Mankato	21.883 %	\$ 8,753.29
Blue Earth County	6.523 %	\$ 2,609.15
Eagle Lake	4.524 %	\$1,809.57
Skyline	.473%	\$189.38
		\$40,000.00

School Board Regular Meeting**6. D.****Meeting Date:** 10/21/2019**Prepared By:** Tom Sager, Director of Business Services**Item Type:** Action

Subject:

Approval of Fund Transfers

Background:

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.

Recommended Action:

The administration recommends approval of these two interfund transfers. These transactions will be reflected in the FY 19 financial statements

AttachmentsInterfund Transfers

Mankato Schools
Interfund transfers
6/30/2019

From	To	Amount	Explanation
General Fund	Food Service	\$368,852.84	MDE audited Food Service program for FY 18. MDE determined district chargeback from fund 02 to fund 01 was too much. General fund required to reimburse Food Service fund in FY 19.
General Fund	Community Ed	\$37,060.90	Expense related to preschool screening services exceeded state aid for this program by \$37,060.90 for FY 2019.

School Board Regular Meeting**6. E.****Meeting Date:** 10/21/2019**Prepared By:** Tom Sager, Director of Business Services**Item Type:** Action

Subject:

Act on Soccer Field Drainage Improvements

Background:

On October 3, 2019, three bids were received and reviewed for the Thomas Anderson Soccer Field drainage improvements.

Recommended Action:

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 summary of the bids received is attached.

AttachmentsSummary Bids

ABSTRACT OF BIDS

Thomas Anderson Soccer Field Drainage Improvements

Independent School District No. 77

BMI Project No.: M18.119778

BID DATE: 10/3/2019

TIME: 11:00 AM

ITEM NO.	ITEM	APPROX. QUANT.	UNIT	Engineer's Estimate Bolton & Menk, Inc.		1 Chambers Excavating & Trucking LLC		2 Holtmeler Construction, Inc.		3 Peterson Companies	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	4" PERFORATED SUBSURFACE DRAIN	7900	LIN FT	\$9.50	\$75,050.00	\$12.76	\$100,804.00	\$11.27	\$89,033.00	\$10.83	\$85,557.00
2	6" PERFORATED SUBSURFACE DRAIN	2600	LIN FT	\$10.50	\$27,300.00	\$13.89	\$36,114.00	\$14.30	\$37,180.00	\$14.16	\$36,816.00
3	8" PERFORATED SUBSURFACE DRAIN	110	LIN FT	\$12.00	\$1,320.00	\$8.00	\$880.00	\$17.75	\$1,952.50	\$32.70	\$3,597.00
4	CONNECT TO EXISTING STRUCTURE	3	EACH	\$850.00	\$2,550.00	\$100.00	\$300.00	\$250.00	\$750.00	\$1,392.00	\$4,176.00
5	CLEANOUT ASSEMBLIES	9	EACH	\$200.00	\$1,800.00	\$380.00	\$3,420.00	\$432.20	\$3,889.80	\$608.00	\$5,472.00
6	SURFACE DRAIN INLET ASSEMBLY	13	EACH	\$200.00	\$2,600.00	\$478.00	\$6,214.00	\$581.90	\$7,564.70	\$682.00	\$8,866.00
7	SURFACE DRAINAGE CORRECTIONS	5000	SQ YD	\$6.00	\$30,000.00	\$7.15	\$35,750.00	\$7.55	\$37,750.00	\$13.20	\$66,000.00
8	TURF RESTORATION	1	LUMP SUM	\$50,000.00	\$50,000.00	\$56,245.00	\$56,245.00	\$97,150.00	\$97,150.00	\$111,961.00	\$111,961.00
9	TEMPORARY EROSION CONTROL	1	LUMP SUM	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$15,922.00	\$15,922.00	\$10,013.00	\$10,013.00
TOTAL AMOUNT BID:					\$195,620.00		\$244,727.00		\$291,192.00		\$332,458.00
% (BELOW)/OVER ENGINEER'S ESTIMATE						25%		49%		70%	
% OVER LOW BID								19%		36%	