

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

May 18, 2020

The School Board of Independent School District No. 77 met in regular session on Monday, May 18, via Zoom. Chair Wacker called the meeting to order at 5:30 p.m. Members present at roll call: Judi Brandon, Sara Hansen, Ann Hendricks, Abdi Sabrie, Jodi Sapp, Kristi Schuck and Darren Wacker. Absent: None.

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

Open Forum: No one wished to speak.

Information Reports: Mentor/MSUM Coordinator Update, Distance Learning Update, 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 7-0 roll call vote.

Approval of Minutes of the May 4, 2020, regular Board meeting.

Personnel:

APPOINTMENTS (ADMINISTRATIVE)

Al Lawrence - Administrative Coach beginning August 10 and ending June 11, 2021. This assignment is part-time, 0.50 and he will be compensated at the daily rate of \$200.24.

APPOINTMENTS (INSTRUCTIONAL)

Heidi Danielson - Full-time, Secondary Mentor Coach (TOSA) at Dakota Meadows Middle School continuing through June 30, 2021.

Brianne Eldred - Full-time, 1.00 FTEs Health and Physical Education Teacher at Dakota Meadows Middle School beginning August 31, 2020 for the 2020-21 school year. She will be placed at step 9 of the B lane on the Teachers Association salary schedule.

Michael Johnson - Full-time, Secondary Mentor Coach (TOSA) at West High School continuing through June 30, 2022.

Carolyn Osdoba - Full-time, 1.00 FTEs Mathematics Teacher (Grade 8) at Prairie Winds Middle School beginning August 31, 2020 for the 2020-21 school year. She will be placed at step 4 of the B+30 lane on the Teachers Association salary schedule.

Jesse Pigman - Full-time, 1.00 FTEs Mathematics Teacher (Grade 6) at Prairie Winds Middle School beginning August 31, 2020 for the 2020-21 school year. He will be placed at step 1 of the B lane on the Teachers Association salary schedule, contingent upon obtaining licensure.

Troy Stehr - Full-time, 1.00 FTEs Health and Physical Education Teacher at Dakota Meadows Middle School beginning August 31, 2020 for the 2020-21 school year. He will be placed at step 8 of the B+30 lane on the Teachers Association salary schedule.

Gaudence Uwamahoro - Part-time, 0.167 FTEs French Teacher at West High School beginning August 31, 2020 for the 20-21 school year. She will be placed at step 2 of the M+45 lane on the Teachers Association salary schedule.

Daniel Zimansky - Full-time, 1.00 FTEs Special Education Teacher at Prairie Winds Middle School beginning August 31, 2020 for the 2020-21 school year. He will be placed at step 10 of the M lane on the Teachers Association salary schedule.

APPOINTMENTS (NONINSTRUCTIONAL)

Marissa Southwick - General Education Paraprofessional at Hoover Elementary for 7.75 hours per day/5 days per week beginning May 7 and ending May 24, 2020. She will be compensated at the rate of \$13.26 per hour.

CONTRACT ADJUSTMENTS (NONINSTRUCTIONAL)

Lori Allan - Increase work year to 229 days as Activities Secretary at East High School beginning July 1, 2020.

Heather Colvin - Increase work year to 229 days as Activities Secretary at West High School beginning July 1, 2020.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Michele Ekstrom - Revise Board approved leave to return to work May 4, 2020.

Katelyn Trnka - Rescind Board approved leave that was to begin May 14, 2020.

Kendra Vander Linden - Revise Board approved leave to begin May 15 and return to work October 1, 2020.

Katie Westman - Revise Board approved leave to return to work June 1, 2020.

Christina Woodside - Request extension of Board approved leave to continue through the 2020-21 school year.

REQUESTS FOR LEAVE (NONINSTRUCTIONAL)

Sharon Dinsmore - Special Education Student Success Coach at Futures has requested an unpaid leave beginning May 11 and continuing through the end of the 2019-20 school year.

Wanda Pearson - Revise Board approved unpaid leave to continue through the end of the 2019-20 school year.

RESIGNATIONS (INSTRUCTIONAL)

Alina Bachman - Art Teacher at Hoover Elementary School, effective at the end of the 2019-20 school year.

Laura Mitchell - EL Teacher at Monroe Elementary School. Last date of employment June 5, 2020.

Thomas Mitchell - School Counselor at Roosevelt Elementary School. Last date of employment June 5, 2020.

Nathan Peterson - Grade 2 Teacher at Monroe Elementary School, effective at the end of the 2019-20 school year.

RESIGNATIONS (NONINSTRUCTIONAL)

Stephanie Arvidson - Counseling Secretary at West High School. Last date of employment June 30, 2020.

Steve Senden - Special Education Paraprofessional at Roosevelt Elementary School. Last date of employment May 22, 2020.

TERMINATION OF EMPLOYMENT (NONINSTRUCTIONAL)

Tara Clark - Cook Manager at Franklin Elementary School, effective as of May 4, 2020.

Personnel - Addendum

APPOINTMENTS (NON-AFFILIATED)

Mary Kate Lewis - Distance Learning Program Supervisor with the Adult Basic Education Program beginning July 1, 2020. This is a full-time, 8 hour per day, 220 day work-year, non-affiliated position with an annual salary of \$40,615 and she will be eligible for Category II benefits.

John Lustig - Director of Administrative Services beginning July 1, 2020. This is a full-time, 12-month non-affiliated position with an annual salary of \$143,000 and he will be eligible for category IV benefits.

APPOINTMENTS (INSTRUCTIONAL)

Ryan Guenther - Full-time, 1.00 FTEs Health/Physical Education Teacher at Prairie Winds Middle School beginning August 31, 2020 for the 2020-21 school year. He will be placed at step 1 of the B lane on the Teachers Association salary schedule contingent upon obtaining licensure.

Sarah Thursby - Full-time, 1.00 FTEs Communications Teacher (Grade 6) at Prairie Winds Middle School beginning August 31, 2020 for the 2020-21 school year. She will be placed at step 10 of the M lane on the Teachers Association salary schedule.

APPOINTMENTS (NONINSTRUCTIONAL)

Jillian Kuduk - ACES Secretary assignment will be extended through August 31, 2020 for 5 hours per day/1 day per week.

Brianna Theis - Attendance/Assistant Principal Secretary at Dakota Meadows Middle School beginning May 26, 2020. This assignment is full-time, 8-hours per day with a work-year of 229 days. She will be placed at step 2 of the B21 classification of the Educational Secretaries Association salary schedule.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Kim Hermer, Teacher at West High School, has requested a leave under the provisions of the Family Medical Leave Act beginning August 31 for 12 work-weeks and continuing unpaid through the end of the 2020-21 school year.

RESIGNATIONS (NONINSTRUCTIONAL)

Annabelle Hanke - ACES Child Care Assistant. Last date of employment May 15, 2020.

Tasha Haugen - ACES Child Care Assistant. Last date of employment May 15, 2020.

Ellie Kleist - Rescind resignation for ACES Child Care Assistant. Plans to continue in this position.

Approval of May Bills totaling \$6,540,261.59.

Ms. Sapp made a motion to approve the following resolution:

RESOLUTION PROPOSING TO PLACE TENURED PERSONNEL ON UNREQUESTED LEAVE OF ABSENCE

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

THAT due to the discontinuance and/or reduction of positions, it is proposed that the following teachers be placed on unrequested leave of absence without pay or fringe benefits, effective at the end of the 2019-20 school year, pursuant to Minnesota Statute 122A.40, Subdivision 10, and Article XXI of the current Master Agreement between Independent School District No. 77 and the Mankato Teachers Association, and

THAT written notice be sent to said teachers regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law.

<u>NAME</u>	<u>FTE</u>	<u>SUBJECT/GRADE</u>
Theresa Mosher	1.0	Read 180

Ms. Schuck seconded the motion and it carried on a 7-0 roll call vote.

Tom Sager presented a summary of a compilation of budget work and feedback beginning in November 2019, and identified \$3,569,496 in cost containment. While this plan reflects a decrease in the rate of expense growth for FY 21, it is important to note that the expense budget for next year will increase by \$4.7 million or 3.54 percent. The current pandemic has created much uncertainty for all areas within school districts; yet, we believe the plan (see _____) presented Monday night represents a balanced and prudent approach to the district's financial planning, based on what we know today. The plan stabilizes the district budget for the next two years, and we remain committed to our fiduciary responsibilities by aligning its revenues to expenses for the future. Ms. Hansen made a motion to approve the 2020-2021 (FY 21) budget cost containment plan. Mrs. Brandon seconded the motion and it carried on a 7-0 roll call vote.

Mrs. Brandon made a motion to accept the following gifts:

Northflow Solutions donated \$100 to West High VEX Robotics Program

Brownie Troop #37936 & Cadet Troop #34641 donated 1,000 boxes of Girl Scout Cookies (valued at \$5,000) to the Food Service Program

WYSIWYG Juice Co. donated juice (valued at \$675) to MAPS secretaries and employees working at our emergency Care sites

Ms. Schuck seconded the motion and it carried on a 7-0 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 6:41p.m., on a 7-0 roll call vote.

Clerk _____

Attest:

Chairperson _____

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

May 18, 2020

The School Board of Independent School District No. 77 met in regular session on Monday, May 18, via Zoom. Chair Wacker called the meeting to order at 5:30 p.m. Members present at roll call: Judi Brandon, Sara Hansen, Ann Hendricks, Abdi Sabrie, Jodi Sapp, Kristi Schuck and Darren Wacker. Absent: None.

1. Schuck/Brandon approval of agenda with personnel addendum. 7-0
2. Open Forum - none
3. Information: Mentor/MSUM Coordinator Update, Distance Learning Update, Board Member Workshop/Committee Reports.
4. Hendricks/Sapp approval of Consent Agenda Items: Approval of Minutes of the May 4, 2020, regular meeting; Personnel; Approval of May Bills. 7-0
5. Sapp/Schuck approval of resolution proposing to place tenured teachers on unrequested leave of absence (ULA). 7-0
6. Hansen/Brandon approval of Budget Adjustment FY 21. 7-0
7. Brandon/Schuck acceptance of gifts and grants. 7-0
8. Sapp/Hansen adjournment at 6:41 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.

**Mankato Area Public Schools -- Summary Budget Adjustment Options
FY 21**

Budget Area and Base Recommendation	Adjustment Recommendation	Percent of Total Adjustment	Percent of Overall Budget
Administration and District Support Services - Supplies - Conversion to MAPS online courses	\$274,250	7.1%	6%
Instruction 11.62 Classroom FTE 7.6 Non-classroom FTE - Extended Time Salary	\$1,640,750 \$234,000	48.6%	48%
Special Education Supplies	\$50,000	1.3%	20%
Instructional Support 3.5 Instructional Support FTE - New Staff Orientation - Assessment - Curricular Resources - Leadership PD - Reduction in substitute teaching expense - Extended Time Salary - Use PD allocation to pay for one day of workshop week	\$781,417 \$100,000 \$66,000 \$335,079	33.2%	7%
Pupil Support Services - Supplies 1.0 FTE	\$99,750	2.6%	8%
Site and Buildings - Custodial & Maintenance Overtime - Electrical Services - Supplies	\$267,000	6.9%	7%
Capital/Other Fixed Supplies	\$11,250	0.3%	5%
Total Cost Containment	\$3,859,496	100%	100%
Anticipated but unknown expenses (i.e., special education, etc.)	\$290,000		
Total Net FY 21 Budget Adjustment	\$3,569,496		

Notes:

- Based on the Net FY 21 Budget Adjustment listed above, the District's three-year financial forecast appears as follows:

	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23
(in millions)						
Base Revenue	\$95.518	\$99.326	\$104.586	\$111.802	\$119.517	\$127.763
Operating Revenue (Without LOR)	\$3.336	\$6.694	\$6.828	\$6.964	\$7.104	\$7.246
Total Revenue	\$98.854	\$106.020	\$111.414	\$118.767	\$126.621	\$135.009
Total Expenditures	\$103.068	\$106.850	\$113.286	\$117.987	\$126.600	\$135.842
Fund Balance Change	-\$4.214	-\$0.830	-\$1.872	\$0.780	\$0.021	-\$0.832
Fund Balance	\$9.854	\$9.024	\$7.152	\$7.932	\$7.952	\$7.120
Percent	9.56%	8.45%	6.31%	6.72%	6.28%	5.24%

