

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

January 4, 2021

The School Board of Independent School District No. 77 met in regular session on Monday, January 6, via Zoom to organize for 2021.

Chair Wacker called the meeting to order at 5:30 p.m. Members present at roll call: Christopher Kind, Liz Ratcliff, Kenneth A. Reid, Erin Roberts, Jodi Sapp, Kristi Schuck and Darren Wacker. Members absent: none

The Honorable Mark Betters swore in new School Board members Christopher Kind, Elizabeth Ratcliff, Kenneth A. Reid and Erin Roberts.

Ms. Schuck moved, and Mr. Reid seconded, approval of the agenda together with a personnel addendum. The motion carried on a 7-0 roll call vote.

OPEN FORUM - None wished to speak.

Nominations were opened for the position of Chairperson. Mr. Wacker nominated Kristi Schuck and Mr. Reid nominated Jodi Sapp. Hearing no other nominations, a vote was taken by roll call with the following results: Ms. Schuck - 3 votes, Ms. Sapp - 4 votes. Ms. Sapp was declared Chairperson.

Nominations were opened for the position of Vice-Chairperson. Ms. Schuck nominated Darren Wacker and Ms. Roberts nominated Kenneth A. Reid. Hearing no other nominations, a vote was taken by roll call with the following results: Mr. Wacker - 3 votes, Mr. Reid - 4 votes. Mr. Reid was declared Vice-Chairperson.

Nominations for the position of Clerk were declared open. Ms. Sapp nominated Erin Roberts. Hearing no other nominations, Ms. Sapp closed nominations and an unanimous ballot for Ms. Roberts was casted with the following result: Ms. Roberts - 7 votes. Ms. Roberts was declared Clerk.

Nominations for the position of Treasurer were opened. Mr. Wacker nominated Christopher Kind. Hearing no other nominations, Ms. Sapp closed nominations and an unanimous ballot for Mr. Kind was casted with the following result: Mr. Kind - 7 votes. Mr. Kind was declared Treasurer.

Ms. Schuck made a motion to appoint Becky Bailey as Deputy Clerk. Mr. Kind seconded the motion and it carried on a 7-0 roll call vote.

Mr. Wacker made a motion to approve the following resolution designating official depositories for the School District. The motion was seconded by Mr. Reid and carried on a 7-0 roll call vote.

BE IT RESOLVED, US Bank Mankato, Old National Bank, Wells Fargo Bank, N.A., ProGrowth Bank, 1st National Bank, Frandsen Bank, MinnStar Bank, CCF Bank, Bank of Utah, MN Trust, Twin City Federal National Bank, Pioneer Bank and the Minnesota Liquid Asset Fund Plus, and are hereby designated as depositories of this School District with authority to accept or receive, at any time, deposits for the credit of this School District, and

BE IT FURTHER RESOLVED, That checks, drafts, or other orders for payment with the depositories must be signed, actually or by use of a facsimile signature, by all three of the following officers of Independent School District No. 77:

_____, Clerk
_____, Chairperson
_____, Treasurer

AND BE IT FURTHER RESOLVED, That Paul Peterson or Thomas R. Sager is authorized to transfer between depository accounts School District funds as they determine necessary in the normal operation of the School District, and

BE IT FURTHER RESOLVED, That Paul Peterson or Thomas R. Sager is authorized to purchase Certificates of Deposit and Commercial Paper in name of Independent School District No. 77, Mankato, and

BE IT FURTHER RESOLVED, That Paul Peterson or Thomas R. Sager is authorized to wire transfer funds to pay principal and interest payments due on school building bonds, and

BE IT FURTHER RESOLVED, That this resolution shall continue in force until express written notice of its rescission or modification has been furnished to and received by the depositories.

School Board Policy 216 provides for the appointment of legal counsel for the School District. Mr. Reid made a motion to name the following firms as legal counsel for 2021 to be paid on an hourly basis for services rendered:

Blethen Berens Law Firm
Knutson, Flynn and Deans, P.A.
Rupp, Anderson, Squires & Waldspurger, P.A.
Kennedy and Graven Chartered
Dorsey & Whitney LLP

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

A motion was made by Ms. Schuck, seconded by Mrs. Ratcliff, to name the Mankato *Free Press* as the School District's official newspaper for 2021. The motion carried on a 7-0 roll call vote.

A motion to approve the following resolution relating to expenses for School Board meetings was made by Mr. Wacker and seconded by Mr. Kind. The motion carried on a

7-0 roll call vote.

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

- 1. WHEREAS, it is in the interest of the School District to occasionally invite members of the public, members of other public boards and bodies, and members of the school staff to School Board meetings, and*
- 2. WHEREAS, at many School Board meetings, good public relations make it advisable to provide coffee and meals on special occasions as determined by the School Board, to persons attending such meetings in the interest of the District,*
- 3. NOW, THEREFORE, BE IT RESOLVED, that the School District pay the cost of meals when occasionally furnished to members of the School Board and others who attend meetings held in the interest of the School District and that the School District do likewise provide, at the expense of the District, coffee for all persons attending said meetings in the interest of good public relations for the benefit of the School District and the students served thereby.*

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with the MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency LEA. Ms. Schuck made a motion, seconded by Mr. Reid, to designate Paul Peterson, Superintendent, and Becky Bailey, Administrative Assistant to the Superintendent/School Board Deputy Clerk to the role of Identified Official with Authority. The motion carried on a 7-0 roll call vote.

Most state- and federally-funded programs require that the School Board, in official session, authorize an agent to execute and file funding applications for the School District and act as its official representatives in those state- and federally-funded programs. Mr. Wacker made a motion to designate Superintendent Paul Peterson or his designee as the School District's agent for filing the applications and representing the District. The motion was seconded by Mrs. Ratcliff and carried on a 7-0 roll call vote.

Mrs. Ratcliff made a motion to affirm the meeting schedule for 2021 as shown below. The motion was seconded by Ms. Schuck and carried on a 7-0 roll call vote.

DATE	LOCATION	TIME
Monday, January 4, 2021	Civic Center Plaza*	5:30 p.m.
Tuesday, January 19, 2021	Civic Center Plaza*	5:30 p.m.
Monday, February 1, 2021	Civic Center Plaza*	5:30 p.m.
Tuesday, February 16, 2021	Civic Center Plaza*	5:30 p.m.
Monday, March 1, 2021	Civic Center Plaza*	5:30 p.m.

Monday, March 15, 2021	Civic Center Plaza*	5:30 p.m.
Monday, April 5, 2021	Civic Center Plaza*	5:30 p.m.
Monday, April 19, 2021	Civic Center Plaza*	5:30 p.m.
Monday, May 3, 2021	Civic Center Plaza*	5:30 p.m.
Monday, May 17, 2021	Civic Center Plaza*	6:30 p.m.
Monday, June 7, 2021	Civic Center Plaza*	5:30 p.m.
Monday, June 21, 2021	Civic Center Plaza*	5:30 p.m.
Monday, July 12, 2021	Civic Center Plaza*	5:00 p.m.
Monday, August 9, 2021	Civic Center Plaza*	5:00 p.m.
Tuesday, September 7, 2021	Civic Center Plaza*	5:30 p.m.
Monday, September 20, 2021	Civic Center Plaza*	5:30 p.m.
Monday, October 4, 2021	Civic Center Plaza*	5:30 p.m.
Monday, October 18, 2021	Civic Center Plaza*	5:30 p.m.
Monday, November 1, 2021 (World's Best Workforce Mtg at 5 pm)	Civic Center Plaza*	5:30 p.m.
Monday, November 15, 2021	Civic Center Plaza*	5:30 p.m.
Tuesday, December 7, 2021	Civic Center Plaza*	5:30 p.m.
Monday, December 20, 2021	Civic Center Plaza*	5:30 p.m.

***Meetings will be held on Zoom during the Emergency Order.**

Mr. Reid made a motion to approve the following School Board Member Committee Assignments and School Assignments:

School Board Committee Assignments for 2021

Kenneth Reid	• Senior High Student Advisory Council Facilitator • Facilities Committee • Policy Committee • MnEEP Working Group
Erin Roberts	• Student-Community Safety Advisory Council • Special Education Parent Advisory Council • Sick Leave Bank • Senior High Student Advisory Council Facilitator
Christopher Kind	• Finance Committee • Greater Mankato Growth (GMG) Advisory Committee • Legislative Committee • Central Freedom School Fundraising Committee
Liz Ratcliff	• Citizens Energy Advisory Committee • Transportation Committee • Community Services Advisory Committee
Jodi Sapp	• Policy Committee • Meet and Confer • Legislative Committee • South Central Service Cooperative Board (elected) • MSDLAF+ Board of Trustees (elected) • MSBA Delegate Assembly (elected, term ends in 2021)
Kristi Schuck	• Wellness Committee • Middle School Student Advisory Council Facilitator • Transportation Committee • Meet and Confer Committee • MnEEP Working Group

Darren Wacker	• Facilities Committee • Finance Committee • Greater Mankato Growth (GMG) Advisory Committee • Senior High Student Advisory Council Facilitator
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Board Member School Assignments through June 30, 2021

<u>Christopher Kind</u> Franklin Elementary School Central High School Bridges Community School Futures	<u>Darren Wacker</u> Dakota Meadows Middle School Monroe Elementary School
<u>Kristi Schuck</u> East Senior High School Washington Elementary School	<u>Erin Roberts</u> Hoover Elementary School Rosa Parks Elementary School
<u>Liz Ratcliff</u> Kennedy Elementary School Central Freedom School	<u>Jodi Sapp</u> Roosevelt Elementary School West Senior High School
<u>Kenneth Reid</u> Prairie Winds Middle School Jefferson Elementary School Eagle Lake Elementary School	

The motion was seconded by Mr. Wacker and carried on a 7-0 roll call vote.

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

Approval of Minutes of the December 21, 2020, regular Board meeting.

Personnel:

APPOINTMENTS (NONINSTRUCTIONAL)

Kevin Schirmers - Transfer from Head Custodian Engineer at Kennedy to Full-time District Maintenance beginning January 4, 2021. He will be placed at classification B23, step 5 of the Maintenance and Custodial Workers Association salary schedule with an hourly rate of \$22 per hour.

CONTRACT ADJUSTMENTS (NONINSTRUCTIONAL)

Amanda Kuttner - Change in assignment from Sign Language Interpreter to Special Education Paraprofessional at the Family Learning Center 3.5 hours per day/3 days a week beginning January 4, 2021. She will be compensated at the rate of \$13.49 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Melissa McGuire Fisher - Reduction in Special Education Paraprofessional at Eagle Lake Elementary assignment from 6.25 to 4.25 hours per day/5 days a week beginning on November 30, 2020.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Linda Felsheim - Speech Clinician at Mankato East High School/Prairie Winds Middle School has requested leave under the provisions of the Family Medical Leave Act beginning on January 4 and returning to work on February 15, 2021.

Trisha Hasty - Kindergarten Teacher at Eagle Lake Elementary has requested leave under the provisions of the Family Medical Leave Act beginning on March 10 and returning to work on August 30, 2021.

Renatta Seys - Revise Board approved leave to begin January 19 and returning to work March 1, 2021.

REQUESTS FOR LEAVE (NONINSTRUCTIONAL)

Christine Distad - General Education Paraprofessional at Bridges Community School has requested leave under the provisions of the Family Medical Leave Act beginning on December 9 and returning to work on January 19, 2021.

RESIGNATIONS (NONINSTRUCTIONAL)

Edwin Fischer - Warehouse Clerk, has submitted his resignation for purposes of retirement. His last date of employment will be January 29, 2021.

Addendum

APPOINTMENTS (NON-INSTRUCTIONAL)

Jenna Courrier - ACES Childcare Assistant at Eagle Lake Elementary for varied hours beginning January 5 and ending June 4, 2021. She will be compensated at the rate of \$11.00 per hour.

Jozie Doering - ACES Childcare Assistant at Franklin Elementary for varied hours beginning January 5 and ending June 4, 2021. She will be compensated at the rate of \$11.00 per hour.

Katilyn Haefemeyer - ACES Childcare Assistant at Hoover Elementary for varied hours beginning January 5 and ending June 4, 2021. She will be compensated at the rate of \$11.25 per hour.

Oman Oman - Playground/Lunchroom Supervisor at Washington Elementary, 2.25 hours per day/2 days per week beginning January 20, 2021. He will be compensated at the rate of \$13.49 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

Edinatu Thoranka - EL Paraprofessional at East High School, for 6.75 hours per day/5 days per week beginning January 5, 2021. She will be compensated at the rate of \$13.49 per hour in accordance with the agreement between the District and the Minnesota School Employees Association.

CONTRACT ADJUSTMENTS (NON-INSTRUCTIONAL)

Grace Behr - Playground/Lunchroom Supervisor at Washington Elementary, decrease in assignment to 2.25 hours per day/4 days per week beginning January 4, 2021.

Paige Hoff - Playground/Lunchroom Supervisor at Washington Elementary, decrease in assignment to 2.25 hours per day/2 days per week beginning January 4, 2021.

Jillian Kuduk - ACES Secretary, extend assignment through April 30, 2021.

Gavin Lyons -Playground/Lunchroom Supervisor at Washington Elementary, increase in assignment to 2.25 hours per day/5 days per week beginning January 4, 2021.

Mariah Ziegler - Special Education Paraprofessional at Dakota Meadows Middle School, decrease hours from 6.75 hours per day/5 days per week to 6.75 hours per day/ days per week (W), 5.75 hours per day/3 days per week (M, Th, F), 5.75/ 6.75 hours per day every other week (Tu).

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Lexy Braun - Interventions Teacher at Franklin Elementary has requested leave under the provisions of the Family Medical Leave Act beginning on March 29 and returning to work on August 30, 2021.

Gina Vanselow - Extend Board approved leave through January 12, 2021.

Kyle Vanselow - 2nd Grade Teacher at Washington Elementary has requested leave under the provisions of the Family Medical Leave Act beginning on January 19 and returning to work on February 15, 2021.

REQUESTS FOR LEAVE (NONINSTRUCTIONAL)

Mari Marso - Extend Board approved leave, with a reduced work schedule of 2 hours per day/5 days a week through February 1, 2021.

The following gifts have been received by the School District:

Jerry and Vee Williams donated \$50 to Washington Elementary School

Mr. Reid made a motion to accept the gifts. The motion was seconded by Ms. Schuck and carried on a 7-0 roll call vote.

The Uniform Financial Accounting and Reporting System (UFARS) requires that expenditures be recognized as obligations when a purchase order is issued. These requirements interface with another law which requires that no funds be expended by a school district for any purpose in a school year prior to the adoption of spending authority. Mankato Area Public Schools normally begins to purchase supplies and equipment for the next year in the preceding spring. Since purchase orders are considered to be expenditures at the time of issuance, and since no expenditures can be made unless spending authorization has been granted, it is necessary for the School Board to provide such spending authority prior to the adoption of our official budget in June. In order to meet requirements of UFARS, and to allow purchasing to begin for the next year, Ms. Schuck made a motion to authorize spending authority for 2021-2022

restricted to 90% of the 2020-2021 budget limits on textbooks, library books, general supplies, custodial supplies, equipment, and departmental supplies. The motion was seconded by Mr. Wacker and carried on a 7-0 roll call vote.

Based on recommendations from our community partners, and in response to new guidance set forth by the Minnesota Department of Education and Minnesota Department of Health, MAPS is preparing to transition PreK-5 students from distance learning to hybrid learning on Tuesday, January 19. Ms. Schuck made a motion to approve elementary (PreK-5) students return to the hybrid learning model beginning January 19, 2021. The motion was seconded by Mrs. Ratcliff and carried on a 7-0 roll call vote.

There being no further business to consider, Mr. Kind moved and Mr. Reid seconded, that the meeting be adjourned. The meeting was declared adjourned at 6:57 p.m., on a 7-0 roll call vote.

Clerk _____

Attest:

Chairperson _____

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

January 4, 2021

The School Board of Independent School District No. 77 met in regular session on Monday, January 6, via Zoom to organize for 2021. Chair Wacker called the meeting to order at 5:30 p.m. Members present at roll call: Christopher Kind, Liz Ratcliff, Kenneth A. Reid, Erin Roberts, Jodi Sapp, Kristi Schuck and Darren Wacker. Members absent: none

1. Honorable Mark Betters swore in new School Board members Christopher Kind, Elizabeth Ratcliff, Kenneth A. Reid & Erin Roberts.
2. Schuck/Reid approval of agenda with personnel addendum. 7-0
3. Open Forum - None.
4. Jodi Sapp elected as Chairperson.
5. Kenneth A. Reid elected as Vice-Chairperson.
6. Erin Roberts elected as Clerk.
7. Christopher Kind elected as Treasurer.
8. Schuck/Kind appoint Becky Bailey as Deputy Clerk. 7-0
9. Wacker/Reid approval of resolution designating official depositories for 2021. 7-0
10. Reid/Roberts approval of legal counsel for 2021. 7-0
11. Schuck/Ratcliff name *Mankato Free Press* as official newspaper. 7-0
12. Wacker/Kind approval of expenses for Board meetings. 7-0
13. Schuck/Reid designate Supt. Peterson and Deputy Clerk Becky Bailey as Identified Official with Authority for MDE Secure Website Access. 7-0
14. Wacker/Ratcliff designate Superintendent Peterson or his designee as the official agent for filing and executing funding applications for state- and federally-funded programs. 7-0
15. Ratcliff/Schuck confirm meeting schedule for 2021. 7-0
16. Reid/Wacker approval of School Board member committee and school assignments. 7-0
17. Schuck/Kind approval of Consent Agenda Items: Approval of Minutes of the December 21, 2020, regular meeting; Approval of Personnel Items. 7-0
18. Reid/Schuck acceptance of gifts and grants. 7-0
19. Schuck/Wacker to establish purchasing authority for 2021-2022. 7-0
20. Schuck/Ratcliff approval of MAPS learning model shift. 7-0
21. Kind/Reid adjournment at 6:57 p.m. 7-0.

Independent School District No. 77
Mankato, Minnesota
By: Erin Roberts, Clerk

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.