

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

April 5, 2021

The School Board of Independent School District No. 77 met in regular session on Monday, April 5, in the Mankato Room - Intergovernmental Center and via Zoom. Chair Sapp called the meeting to order at 5:30 p.m. Members present at roll call: Christopher Kind, Liz Ratcliff, Erin Roberts, Jodi Sapp, Kristi Schuck, and Darren Wacker. Members absent: Kenneth A. Reid (arriving at 5:58 p.m.).

Ms. Schuck made a motion, and Mr. Wacker seconded, approval of the agenda together with a Personnel Addendum. The motion carried on a 6-0 roll call vote.

Open Forum: No one wished to speak.

Information Reports: COVID-19 Update; FY '22 Budget Adjustment Plan; Board Member Workshop/Committee Reports.

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

Approval of Minutes of the March 15, 2021, regular Board meeting.

Personnel:

APPOINTMENTS (NON-AFFILIATED)

Sandra Kinsella - Administrative Assistant to the Director of Facilities, transfer to full-time, 12-month Non-Affiliated with an annual salary of \$48,508.76 (prorated to \$40,331.04 for 217 days) for 2020-21 effective Sept. 1, 2020. She will be eligible for Category II benefits.

APPOINTMENTS (INSTRUCTIONAL)

Cheryl Herbst - Part-time Title 1 Teacher at Monroe Elementary School for 3.25 hours per day/5 days per week beginning March 15 and ending June 7, 2021. She will be placed at step 7 of the B+30 lane on the Teachers Association salary schedule with an hourly rate of \$48.84.

Brandon Klemme - Summer School Administrative Intern beginning April 5 and ending August 5, 2021. This is an unpaid position.

Kristen Prunty - Summer School Administrative Intern beginning April 5 and ending August 5, 2021. This is an unpaid position.

Cloey Thorpe - Long Term Substitute Teacher for Calleen Uhrich at Kennedy Elementary School beginning April 26 and ending June 4, 2021. She will be placed at step 1 of the B lane on the Teachers Association salary schedule.

APPOINTMENTS (NON-INSTRUCTIONAL)

Mohamed Ahmed - Special Education Paraprofessional at Franklin Elementary School for 4.5 hours per day/5 days per week beginning April 5, 2021. He will be placed at classification B21, step 1 in accordance with the agreement between the District and the Minnesota School Employee Association with an hourly rate of \$13.49. This is in addition to his Non-Classroom (Playground/Lunchroom) Paraprofessional assignment.

Kristin Diekmann - Assistant ACES Site Supervisor at Bridges Community School for varied hours beginning March 22 and ending June 4, 2021. She will be compensated at the rate of \$13.50 per hour. This is in addition to her Special Education Paraprofessional assignment.

Sarrah Eggert - ACES Child Care Assistant at Eagle Lake Elementary School for 4 hours per day/2 days per week beginning April 1 and ending June 4, 2021. She will be compensated at the rate of \$11.00 per hour.

Ashlyn Hering - ACES Child Care Assistant at Eagle Lake Elementary School for 2 hours per day/1 days per week beginning March 31 and ending June 4, 2021. She will be compensated at the rate of \$10.00 per hour.

Emma Linse - ACES Child Care Assistant at Rosa Parks Elementary School for 4 hours per day/5 days per week beginning March 22 and ending June 4, 2021. She will be compensated at the rate of \$11.00 per hour.

Krystal Paulson - Early Learning Special Education Paraprofessional at Head Start for 4.75 hours per day/5 days per week beginning April 12, 2021. She will be placed at classification B21, step 1 in accordance with the agreement between the District and the Minnesota School Employee Association with an hourly rate of \$13.49.

Emma Petersen - ACES Child Care Assistant at Rosa Parks Elementary School for 3 hours per day/2 days per week beginning March 24 and ending June 4, 2021. She will be compensated at the rate of \$10.00 per hour.

Karen Rivera - Cook's Helper at Dakota Meadows Middle School for 4 hours per day/5 days per week beginning March 22, 2021. She will be compensated at the rate of \$12.07 per hour.

Luis Ruiz - Family Ambassador at Kennedy Elementary School for 5 hours per month beginning March 24 and ending May 31, 2021. He will receive a stipend of \$100 per month.

Madelin Saye - ACES Child Care Assistant at Kennedy Elementary School for varied hours beginning April 5 and ending June 4, 2021. She will be compensated at the rate of \$10.00 per hour.

Faith Schlecht - ACES Child Care Assistant at Franklin Elementary School for 4 hours per day/5 days per week beginning April 12 and ending June 4, 2021. She will be compensated at the rate of \$11.25 per hour.

David Wing - ACES Child Care Assistant at Bridges Community School for 4 hours per day/1 day per week beginning April 5 and ending June 4, 2021. He will be compensated at the rate of \$11.50 per hour.

CONTRACT ADJUSTMENTS(INSTRUCTIONAL)

Emma Sill - Decrease in Health Science assignment from 1.0 to .666 for the 2021-22 school year.

CONTRACT ADJUSTMENTS (NON-INSTRUCTIONAL)

Shipra Chowdhury - Decrease in Early Learning Regular Education Paraprofessional assignment from 16.5 hours per week to 10.5 hours per week (3 hours M, T, W, 1.5 TH) beginning March 22, 2021.

Rachel Christnagel - Decrease in Early Learning Regular Education Paraprofessional from 30.5 hours per week to 29.5 hours per week (7 M-TH, and 1.5 F) beginning March 22, 2021.

Taylah Lawton - Increase in assignment as Special Education Paraprofessional at HeadStart from 22 hours per week to 27.5 hours per week (5.5 M-F) beginning April 5, 2021.

Rosemary Martinez Bartolo - Transfer from ACES Child Care Assistant to Part-time ACES Site Supervisor at Bridges Community School for 6 hours per day/5 days per week beginning March 22 and ending June 4, 2021. She will be compensated at the rate of \$14.00 per hour.

Melissa McGuire Fisher - Increase in Special Education Paraprofessional at Eagle Lake Elementary assignment from 4.25 per day/5 days per week to 6.25 hours per day/5 days a week beginning March 23, 2021.

Susan Seys - Decrease in Early Learning Regular Education Paraprofessional assignment from 14 hours per week to 7 hours per week (3 M, 2.5 TH, 1.5 F) beginning March 22, 2021.

Karna Ziebarth - Increase in Special Education Paraprofessional at Prairie Winds Middle School assignment from 22.59 hours a week to 27.93 hours per week (4.67 M, T, TH, 6.92 W, 7 F) beginning March 17, 2021.

REQUESTS FOR LEAVE (NON-AFFILIATED)

Gina Henkelman - Change in Board Approved leave beginning March 25 and returning to work on April 19, 2021.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Barbara Enderle - Change in Board approved Leave, returning to work on March 29, 2021.

Megan Hoffman - English Teacher at West High School, has requested a leave under the provisions of the Family Medical Leave Act beginning August 30 and continuing for a period of 12 weeks, then continuing with unpaid leave until returning to work on January 21, 2022.

Karissa Nickels - 1st Grade Teacher at Rosa Parks Elementary School, has requested a leave under the provisions of the Family Medical Leave Act beginning September 9 and returning to work on November 22, 2021.

Casey Rose - Science Teacher at Prairie Winds Middle School, has requested a leave under the provisions of the Family Medical Leave Act beginning August 30 and continuing for a period of 12 weeks then continuing with unpaid leave until returning to work on January 25, 2022.

REQUESTS FOR LEAVE (NON-INSTRUCTIONAL)

Shipra Chowdhury - Change in Board approved leave returning to ECCE Teaching Assistant position on March 22, 2021.

Haley Ling - Special Education Paraprofessional at West High School, has requested a leave under the provisions of the Family Medical Leave Act beginning April 29 and returning to work on June 7, 2021.

Jody Rhoades - Extend Board-approved leave returning to work April 5, 2021.

RESIGNATIONS (NON-AFFILIATED)

Debra Peterson - Student Support Services Specialist, has submitted her resignation for the purpose of retirement. Her last date of employment will be June 30, 2021.

RESIGNATIONS (INSTRUCTIONAL)

Renee Luedke - Special Education Teacher at Rosa Parks Elementary School has submitted her resignation. Her last date of employment will be June 7, 2021.

Emily Ponwith - 5th Grade Teacher at Eagle Lake Elementary School, has submitted her resignation. Her last date of employment will be June 7, 2021.

Katelyn Royce - Special Education Teacher at Washington Elementary School has submitted her resignation. Her last date of employment will be June 7, 2021.

Lisa Taylor - Special Education Teacher at Risen Savior, has submitted her resignation for the purpose of retirement. Her last date of employment will be June 7, 2021.

RESIGNATIONS (NON-INSTRUCTIONAL)

Carli Balster - Special Education Paraprofessional at Franklin Elementary School, has submitted her resignation. Her last date of employment will be June 4, 2021.

Madelyn Begalka - ACES Child Care Assistant at Jefferson Elementary School, has submitted her resignation. Her last date of employment will be May 14, 2021.

Cheryl Bosshart - EL Paraprofessional at Kennedy Elementary School has submitted her resignation for the purpose of retirement. Her last day of employment will be June 4, 2021.

Mary Hollingsworth - Early Learning Regular Education Paraprofessional at the Early Childhood Center has submitted her resignation. Her last date of employment will be May 27, 2021.

Julie Kroeger - Special Education Paraprofessional at Prairie Winds Middle School, has submitted her resignation for the purpose of retirement. Her Last date of employment will be June 4, 2021.

Molly Olson - Non-Classroom (Playground) Paraprofessional at Franklin Elementary School has submitted her resignation. Her last date of employment will be March 17, 2021.

Brian Patterson - District Maintenance, has submitted his resignation. His last date of employment will be April 6, 2021.

Madison Perry - ACES Child Care Assistant at Kennedy Elementary School, has submitted her resignation. Her last date of employment will be March 27, 2021.

Jill Ristau - Special Education Paraprofessional at Franklin Elementary School, has submitted her resignation. Her last date of employment will be March 31, 2021.

Olivia Rivers - ACES Child Care Assistant at Rosa Parks Elementary School, has submitted her resignation. Her last date of employment April 9, 2021.

Andrew Stoker - ACES Child Care Assistant at Franklin Elementary School, has submitted his resignation. His last date of employment will be March 26, 2021.

Jolene Studer - Early Learning Regular Education Paraprofessional at Kennedy Elementary School, has submitted her resignation. Her last date of employment will be February 25, 2021.

Blair Wareham - ACES Child Care Assistant at Rosa Parks Elementary School, has submitted her resignation. Her last date of employment will be April 1, 2021.

TERMINATION/NON-RENEWAL(ADMINISTRATIVE)

Due to the uncertainty of funding, restructuring and budget reductions and in accordance with administrative employment contracts, the administration recommends that the employment of following Administrative employees be terminated at the end of the 2020-21 school year effective June 11, 2021.

Alan Lawrence - Administrative Coach

TERMINATION/NON-RENEWAL (NON-AFFILIATED)

Due to the uncertainty of funding, restructuring and budget reductions and in accordance with non-affiliated employment contracts, the administration recommends that the employment of following Non-Affiliated employees be terminated at the end of the 2020-21 school year effective June 30, 2021.

Jennifer Mueller - Early Learning Intake Specialist

Jessica O'Brien - Achievement and Integration Engagement Coordinator

Jody Rittmiller - Distance Learning Coordinator

TERMINATION (NON-INSTRUCTIONAL)

Destiny Johnson - Full-time Evening Custodian at West High School. Last date of employment March 18, 2021.

Edinatu Thoronka - EL Paraprofessional at East High School. Last date of employment March 1, 2021.

Personnel - Addendum

APPOINTMENTS (NON-INSTRUCTIONAL)

Laruen Sylvester - ACES Seasonal Site Supervisor at Hoover Elementary School for varied hours beginning April 1 and ending September 3, 2021. She will be compensated at the rate of \$15.00 per hour.

CONTRACT ADJUSTMENTS (INSTRUCTIONAL)

Wendy Johnson - Decrease in Family Consumer Science Teacher assignment at East High Schools from 1.0 FTEs to 0.5 FTEs effective August 30, 2021.

CONTRACT ADJUSTMENTS (NON-INSTRUCTIONAL)

Lisa Knoll - Increase in Special Education Paraprofessional assignment at Prairie Winds Middle School from 6 hours per day/5 days per week to 6.75 hours per day/5 days per week beginning April 5, 2021.

REQUESTS FOR LEAVE (NON-INSTRUCTIONAL)

Jessica Noakes - Student Success Coach at Futures has requested leave under the provisions of the Family Medical Leave Act beginning April 12 and returning to work on May 3, 2021.

Terry Peterson - Head Custodian at Eagle Lake Elementary School has requested leave under the provisions of the Family Medical Leave Act beginning April 9 and returning to work on June 28, 2021.

Madeline Veroeven - Health Assistant at Monroe Elementary School has requested leave under the provisions of the Family Medical Leave Act beginning May 17 and returning to work on June 1, 2021.

RESIGNATIONS (NON-INSTRUCTIONAL)

Krystal Paulson - Rescinded acceptance of Early Learning Special Education Paraprofessional assignment at Head Start for 4.75 hours per day/5 days per week.

Jasmine Harris - ACES Child Care Assistant at Eagle Lake Elementary School, has submitted her resignation. Her last date of employment will be May 14, 2021.

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

Compeer Financial donated \$500 to Mankato Area Public Schools FFA Program

MNMYF (Mankato North Mankato Youth Football) donated the following:

- \$2,600 to West High Football Program
- \$2,600 to East High Football Program

The following was donated to Mankato Area Public Schools for school supplies and hygiene items:

- \$500 from Community Bank
- \$500 from Western Specialized Inc.
- \$1,000 from Mapleton Marine

Mankato Area Foundation donated \$10,000 to Mankato Area Public Schools Greenhouse Project

Mrs. Ratcliff made a motion to accept the gifts. The motion was seconded by Mr. Kind and carried on a 7-0 roll call vote.

Since November 2020, the district leadership team has been working to develop a budget reduction plan for the 2021-2022 school year. Largely due to a loss of revenue related to a significant enrollment drop during the COVID pandemic, the district has identified \$7,560,380 of reductions in order to balance the FY 22 budget. The goal of this plan is to stabilize the district's budget, and create a long term structurally balanced financial plan. School Board members have been updated throughout the process. The Board Finance Committee met on March 18 and a full Board conducted a work session on March 25. In addition to all principals and program leaders, the district also received valuable input from an all-staff survey and two webinars that were held during the week of March 29. The recommended plan presented incorporates much of this input from staff and the School Board. School Board Policy 723 establishes a minimum fund balance goal of 8.0 percent, which is 30 days of operation. At the end of the current 2020-2021 year, the district anticipates the total general fund balance to be at 1.6 percent, which is six days of operation. The plan (see ____) will put the district in position to begin rebuilding its fund balance to

achieve policy compliance. The reductions will become part of the FY 22 Preliminary budget, which will be presented to the School Board in June. Ms. Schuck made a motion to approve the FY 22 Budget Reduction Plan. The motion was seconded by Mr. Kind and carried on a 7-0 roll call vote.

Part of the normal staffing process is the adoption of a resolution relating to the termination/non-renewal of the teaching contract of probationary, Tier 1, Tier 2, and/or substitute teachers. A motion was made by Mr. Wacker and seconded by Mr. Reid to approve the following resolution:

WHEREAS, are probationary, Tier 1, Tier 2, or substitute teachers in Independent School District No. 77, Joshua Altermatt, Jaqueline Anderson, Elizabeth Becker, Jennifer Bowen, Chase Burkhart, Meghan Burmeister, Madison Buvarp, Theresa Calsbeek, Mykel Carlson, Elizabeth Cress, Kristin Edwards, Dylan Ek, Kiersten Fennern, Chandler Gooding, Jennifer Grosland, Kassandra Hopp, Shyranda Hornick, Stephen Hueser, Tierra Jorgensen, Jessica Kingston, Casie Klockmann, Samantha Ladd, Cassandra Lane, Sarah Larson, Kristen Lewis, Isabel Lockheimer-Toso, Keira Luntsford, Ricky Mariner, Laura Neville, Sally O'Brien, Carolyn Osdoba, Sara Pawlitschek, Jesse Pigman, Abby Pinke, Annakeiko Reichel, Angelica Rogers, Janaye Rouillard, Cathleen Schluter, Lindsey Schull, Haley Shimon, Darwin Silva, Heather Smith, Troy Stehr, Jennifer Thoreson, Sarah Thursby, Sarah Vidrio, Kaylee Warner, Benjamin Winkels, Anna Wirth, Kyle Wirth, Alex Wischnack, Theodore Wurst, Paige Zeman, Daniel Zimansky, Lara Zimmerli.

BE IT RESOLVED by the School Board of Independent School District No. 77 that pursuant to Minnesota Statute 122A.40 Sub. division 5, and Minnesota Statute 122A.44 Subdivision 2 that the teaching contracts of Joshua Altermatt, Jaqueline Anderson, Elizabeth Becker, Jennifer Bowen, Chase Burkhart, Meghan Burmeister, Madison Buvarp, Theresa Calsbeek, Mykel Carlson, Elizabeth Cress, Kristin Edwards, Dylan Ek, Kiersten Fennern, Chandler Gooding, Jennifer Grosland, Kassandra Hopp, Shyranda Hornick, Stephen Hueser, Tierra Jorgensen, Jessica Kingston, Casie Klockmann, Samantha Ladd, Cassandra Lane, Sarah Larson, Kristen Lewis, Isabel Lockheimer-Toso, Keira Luntsford, Ricky Mariner, Laura Neville, Sally O'Brien, Carolyn Osdoba, Sara Pawlitschek, Jesse Pigman, Abby Pinke, Annakeiko Reichel, Angelica Rogers, Janaye Rouillard, Cathleen Schluter, Lindsey Schull, Haley Shimon, Darwin Silva, Heather Smith, Troy Stehr, Jennifer Thoreson, Sarah Thursby, Sarah Vidrio, Kaylee Warner, Benjamin Winkels, Anna Wirth, Kyle Wirth, Alex Wischnack, Theodore Wurst, Paige Zeman, Daniel Zimansky, Lara Zimmerli are hereby terminated and shall be non-renewed at the close of the 2020-2021 school year effective June 7, 2021.

BE IT FURTHER RESOLVED that written notice be sent to said teachers regarding termination and non-renewal of their contracts and assignments as provided by law.

The motion carried on a 7-0 roll call vote.

Part of the process for placing tenured teachers on unrequested leave of absence is the adoption of a resolution proposing to place tenured personnel on unrequested leave of absence. A motion was made by Ms. Schuck and seconded by Mr. Kind to approve the following resolution:

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

THAT it is proposed that Kristine Barnes, a continuing contract/tenured teacher of said District, be placed on unrequested leave of absence for 0.334 FTE without pay or fringe benefits, at the end of the 2020-21 school year effective June 7, 2021. Said action is taken in accordance with the Article XXII of the current Master Agreement between Independent School District No. 77 and the Mankato Teachers Association and pursuant to Minnesota Statute 122A.40, Subdivision 10 upon the grounds described in said statute and which are specifically as follows: lack of pupils.

BE IT FURTHER RESOLVED, that a notice of proposed placement on unrequested leave, together with a copy of this resolution be forwarded to said teacher and that an affidavit of the same be placed in her personnel file with a copy of the notice and resolution.

<u>NAME</u>	<u>FTE</u>	<u>SUBJECT/GRADE</u>
Kristine Barnes	0.334 (Reduce from 1.0 to 0.666)	German

The motion carried on a 7-0 roll call vote.

There being no further business to consider, Mr. Wacker moved and Ms. Roberts seconded, that the meeting be adjourned. The meeting was declared adjourned at 6:38 p.m., on a 7-0 roll call vote.

Clerk _____

Attest:

Chairperson _____

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

April 5, 2021

The School Board of Independent School District No. 77 met in regular session on Monday, April 5, in the Mankato Room - Intergovernmental Center and via Zoom. Chair Sapp called the meeting to order at 5:30 p.m. Members present at roll call: Christopher Kind, Liz Ratcliff, Erin Roberts, Jodi Sapp, Kristi Schuck, and Darren Wacker. Members absent: Kenneth A. Reid (arriving at 5:58 p.m.).

1. Schuck/Wacker approval of agenda with personnel addendum. 6-0
2. Open Forum - none
3. Information: COVID-19 Update, FY'22 Budget Adjustment Plan, Board Member Reports.
4. Wacker/Roberts approval of Consent Agenda Items: Approval of Minutes of the March 15, 2021, regular meeting; Personnel. 7-0
5. Ratcliff/Kind acceptance of gifts. 7-0
6. Schuck/Kind approval of FY'22 Budget Adjustment Plan. 7-0
7. Wacker/Reid approval of resolution relating to the termination/non-renewal of teaching contracts of probationary, tier 1, tier 2, and/or contract substitute teachers. 7-0
8. Schuck/Kind approval of resolution proposing to place tenured personnel on unrequested leave of absence - 0.334 FTE. 7-0
9. Wacker/Ratcliff adjournment at 6:38 p.m. 7-0

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

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.

Reduction Target					
\$7,560,380					
	Amount Reduced		Increased Revenue	Percent of Total Reduction	Percent of Total Budget
Administration and District Support Services					
Subtotal	\$627,000			8.3%	5.4%
Instruction					
Subtotal	\$3,556,269			47.0%	48.4%
Special Services					
Subtotal	\$351,000			4.6%	19.9%
Instructional Support Services					
Subtotal	\$1,486,065			19.7%	6.3%
Pupil Support Services					
Subtotal	\$649,836			8.6%	8.4%
Facilities and Maintenance					
Subtotal	\$505,250			6.7%	10.8%
Fiscal and Other Fixed Costs					
Subtotal	\$384,960			5.1%	0.8%
Total	\$7,560,380			100.0%	100.0%
Amount to Target	\$0				