

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

January 5, 2023

The School Board of Independent School District No. 77 met in special session on Thursday, January 5, in the Mankato Room in the Intergovernmental Center to organize for 2023.

Vice Chair Schuck called the meeting to order at 5:30 p.m. Members present at roll call: Patrick Baker, Christopher Kind, Kari Pratt, Liz Ratcliff, Erin Roberts, Kristi Schuck, and Shannon Sinning. Members absent: none.

The Honorable Kristine Weeks swore in new School Board members Patrick Baker, Kari Pratt, Kristin Schuck and Shannon Sinning.

Ms. Roberts moved, and Mr. Kind seconded, approval of the agenda together with a personnel addendum. The motion carried on a 7-0 voice vote.

Special Recognition: Kyle Baynes was recognized and thanked for his generous donation to Jefferson Elementary School.

Open Forum: Brad Potter wished to speak.

Nominations were opened for the position of Chairperson. Ms. Roberts nominated Shannon Sinning. Hearing no other nominations, Ms. Schuck closed nominations and an unanimous ballot for Mr. Sinning was casted with the following result: Mr. Sinning - 7 votes. Mr. Sinning was declared Chairperson.

Nominations were opened for the position of Vice-Chairperson. Mrs. Ratcliff nominated Kristi Schuck. Hearing no other nominations, Mr. Sinning closed nominations and an unanimous ballot for Ms. Schuck was casted with the following result: Ms. Schuck - 7 votes. Ms. Schuck was declared Vice-Chairperson.

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

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

Mr. Baker made a motion to approve the following resolution designating official depositories for the School District. The motion was seconded by Mrs. Ratcliff and carried on a 7-0 voice 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 Amanda Heilman 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 Amanda Heilman 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 Amanda Heilman 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. Ms. Roberts made a motion to name the following firms as legal counsel for 2022 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

Mr. Kind seconded the motion and it carried on a 7-0 roll call vote.

A motion was made by Ms. Schuck, seconded by Mr. Baker, to name the Mankato *Free Press* as the School District's official newspaper for 2023. The motion carried on a 7-0

voice vote.

A motion to approve the following resolution relating to expenses for School Board meetings was made by Ms. Roberts and seconded by Mrs. Ratcliff. 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 Mrs. Ratcliff, 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 voice 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. Kind 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 Mr. Baker and carried on a 7-0 voice vote.

Mrs. Ratcliff made a motion to affirm the meeting schedule for 2023 as shown below. The motion was seconded by Ms. Schuck and carried on a 7-0 voice vote.

DATE	LOCATION	TIME
Tuesday, January 3, 2023	Civic Center Plaza	5:30 p.m.
Tuesday, January 17, 2023	Civic Center Plaza	5:30 p.m.
Monday, February 6, 2023	Civic Center Plaza	5:30 p.m.

Tuesday, February 21, 2023	Civic Center Plaza	5:30 p.m.
Monday, March 6, 2023	Civic Center Plaza	5:30 p.m.
Monday, March 20, 2023	Civic Center Plaza	5:30 p.m.
Monday, April 3, 2023	Civic Center Plaza	5:30 p.m.
Monday, April 17, 2023	Civic Center Plaza	5:30 p.m.
Monday, May 1, 2023	Civic Center Plaza	5:30 p.m.
Monday, May 15, 2023	Civic Center Plaza	6:30 p.m.
Monday, June 19, 2023	Civic Center Plaza	5:00 p.m.
Monday, July 17, 2023	Civic Center Plaza	5:00 p.m.
Monday, August 21, 2023	Civic Center Plaza	5:00 p.m.
Tuesday, September 5, 2023	Civic Center Plaza	5:30 p.m.
Monday, September 18, 2023	Civic Center Plaza	5:30 p.m.
Monday, October 2, 2023	Civic Center Plaza	5:30 p.m.
Monday, October 16, 2023	Civic Center Plaza	5:30 p.m.
Monday, November 6, 2023 (World's Best Workforce Mtg at 5 pm)	Civic Center Plaza	5:30 p.m.
Monday, November 20, 2023	Civic Center Plaza	5:30 p.m.
Tuesday, December 5, 2023	Civic Center Plaza	5:30 p.m.
Monday, December 18, 2023	Civic Center Plaza	5:30 p.m.

A school board member may be employed by a school district as an employee as long as the board member's annual earnings do not exceed \$20,000 per year. The school board must give unanimous approval for a board member to be employed. Ms. Schuck made a motion to employ Board member Kari Pratt for calendar year 2023. The motion was seconded by Mrs. Ratcliff and carried on a 7-0 roll call vote.

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

Approval of Minutes of the December 19, 2022, regular Board meeting.

Personnel:

APPOINTMENTS (NON-INSTRUCTIONAL)

Anne Anderson - ACES Site Lead Substitute on an on-call basis beginning December 19, 2022, and ending June 7, 2023. She will be compensated at the rate of \$16.00 per hour. This is in addition to her ACES Child Care Assistant assignment at Roosevelt Elementary School.

Danielle Borgman - ACES Site Lead Substitute on an on-call basis beginning December 1, 2022, and ending June 7, 2023. She will be compensated at the rate of \$16.00 per hour. This is in addition to her ACES Child Care Assistant assignment at Franklin Elementary School.

Olivia Engels - Nutrition Services Intern for up to 150 annual hours beginning January 18, 2023. She will be compensated at the rate of \$14.95 per hour.

Natasha Garbers - Child Care Classroom Teacher at Lincoln Logs Learning Center for 7 hours per day/4 days per week (M-TH) beginning January 3, 2023. She will be compensated at the rate of \$18.25 per hour and will be eligible for 6-3-2 benefits.

Megan Grant - ACES Site Lead Substitute on an on-call basis beginning December 1, 2022, and ending June 7, 2023. She will be compensated at the rate of \$16.00 per hour. This is in addition to her ACES Student Support Assistant assignment at Monroe Elementary School.

Adelynn Mason - ACES Child Care Assistant Substitute at Hoover Elementary School on an on-call basis beginning December 21, 2022, and ending June 7, 2023. She will be compensated at the rate of \$12.50 per hour.

Wallace Michels - 4-Hour, 9-month, Evening Custodian at Bridges Community School beginning January 3, 2023. He will be placed at classification A13, step 1, in accordance with the agreement between the District and the Minnesota School Employee Association.

Lily Pokornowski - ACES Site Lead Substitute on an on-call basis beginning December 1 and ending December 29, 2022. She will be compensated at the rate of \$16.00 per hour. This is in addition to her ACES Child Care Assistant assignment at Washington Elementary School.

Emily Price - ACES Site Lead Substitute on an on-call basis beginning December 1, 2022, and ending June 7, 2023. She will be compensated at the rate of \$16.00. This is in addition to her ACES Child Care Assistant assignment at Bridges Community School.

Rebecca Stark - ACES Site Lead Substitute on an on-call basis beginning December 1, 2022, and ending June 7, 2023. She will be compensated at the rate of \$16.00 per hour. This is in addition to her ACES Child Care Assistant assignment at Kennedy Elementary School.

Elizabeth Weber - Early Learning Special Education Paraeducator at the Family Learning Center for 3.25 hours per day/1 day per week (T) and 3.5 hours per day/1 day per week (TH) beginning January 17, 2023. She will be placed at classification B21.5, step 1, in accordance with the agreement between the District and the Minnesota School Employee Association. This is in addition to her ACES Child Care Assistant Substitute assignment.

CONTRACT ADJUSTMENTS (NON-INSTRUCTIONAL)

Ann Amaye - Change in assignment from Non-Classroom (Lunchroom) Paraeducator, classification B21, and Special Education Paraeducator, classification B21.5, at Rosa Parks Elementary School to EL Paraeducator, classification B21, at Prairie Winds Middle School for 6.75 hours per day/5 days per week beginning January 23, 2023.

Hailey Beer - Increase hourly rate to \$13.00 as ACES Child Care Assistant Substitute beginning January 12, 2023.

Karen Hammerlein - Increase in assignment as Special Education Paraeducator at Roosevelt Elementary School from 5.5 hours per day/5 days per week to 6 hours per day/5 days per week beginning September 8, 2022.

Hailey Hoppe - Change in assignment from Special Education Paraeducator, classification B21.5, for 4.84 hours per day/5 days per week, and Non-Classroom (Playground) Paraeducator, classification B21, for 2 hours per day/5 days per week to Special Education Paraeducator, classification B21.5, for 6.25 hours per day/5 days per week at Rosa Parks Elementary School beginning January 3, 2023.

Abigail Lampert - Increase hourly rate to \$13.00 as ACES Child Care Assistant at Roosevelt Elementary School beginning January 31, 2023.

Alison Leighton - Increase hourly rate to \$13.25 as ACES Child Care Assistant Substitute beginning January 8, 2023.

Abby Lundquist - Increase hourly rate to \$12.75 as ACES Child Care Assistant Substitute beginning January 12, 2023.

Avery Mersch - Increase in assignment as Early Learning Special Education Paraeducator at Franklin Elementary School from 3.5 hours per day/4 days per week (M-TH) to 7 hours per day/2 days per week (M/W) and 3.5 hours per day/1 day per week (W) beginning January 3, 2023.

Augustus Nelson - Change in assignment from ACES Child Care Assistant at Monroe Elementary School to ACES Child Care Assistant Substitute on an on-call basis beginning November 18, 2022, and ending June 7, 2023.

Cammi Nordmeyer - Increase hourly rate to \$12.75 as ACES Child Care Assistant at Franklin Elementary School beginning January 25, 2023.

Kallie Schneider - Increase hourly rate to \$12.75 as ACES Child Care Assistant at Washington Elementary School beginning January 25, 2023.

Lillianna Swenson - Increase hourly rate to \$12.75 as ACES Child Care Assistant at Hoover Elementary School beginning January 25, 2023.

Rylee Thompson - Increase hourly rate to \$13.50 as ACES Child Care Assistant at Eagle Lake Elementary School beginning January 8, 2023.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Alissa Ross - School Counselor at Washington Elementary School, has requested leave under the provisions of the Family Medical Leave Act beginning April 7, 2023, and continuing through the 2022-23 school year.

REQUESTS FOR LEAVE (NON-INSTRUCTIONAL)

Karen Rivera - Extend Board-approved leave, returning to work on January 17, 2023.

Cathy Schmitz - Cook Helper at Franklin Elementary School, has requested leave beginning December 12, 2022, and returning to work on February 6, 2023. She is eligible to use any applicable fringe benefits.

Addendum

CONTRACT ADJUSTMENTS (NON-INSTRUCTIONAL)

Hailey Hoppe - Decrease in assignment as Special Education Paraeducator at Rosa Parks Elementary School from 6.25 hours per day/5 days per week to 6.25 hours per day/4 days per week (M/T/W/F) and 4.42 hours per day/1 day per week (TH) beginning January 9, 2023.

Cheresa Puhmann - Increase in assignment as Early Learning Paraeducator at the Family Learning Center from 2 hours per day/1 day per week (M) and 1.5 hours per day/1 day per week (TH) to 2 hours per day/2 days per week (M/T) and 1.5 hours per day/1 day per week (TH) beginning December 5, 2022.

Alexia Thomas - Increase in assignments as Special Education Paraeducator at Franklin Elementary School from 4.25 hours per day/1 day per week (M), 6.25 hours per day/1 day per week (T), and 4.75 hours per day/1 day per week (W) to 6.25 hours per day/3 days per week (T/TH/F), and 4.75 hours per day/1 day per week (W) beginning January 9, 2023. This is in addition to her ACES Child Care Assistant assignment at Franklin Elementary School.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Cassandra Kolhoff - Adjust start date to January 3, 2023, for Board-approved leave.

Elizabeth Lewis - Extend Board-approved leave for a total of 12 workweeks, then continuing with unpaid leave through the end of the 2022-23 school year. She will be eligible to use any applicable fringe benefits.

Sarah Larson - Revised - 5th Grade Teacher at Jefferson Elementary School, has requested leave under the provisions of the Family Medical Leave Act beginning January 9 and continuing for a period of 12 workweeks, then continuing with unpaid leave until returning to work on April 13, 2023.

Michelle Makela - Extend Board-approved leave, returning to work on February 6, 2023.

RESIGNATIONS (NON-AFFILIATED)

Steven Piroso - ABE College Readiness Right Start! Navigator with the Adult Education Program has submitted a resignation. The last day of employment will be January 5, 2023.

RESIGNATIONS (INSTRUCTIONAL)

Julia O'Neil - Teacher currently on leave, has submitted a resignation. The last day of employment will be January 3, 2023.

RESIGNATIONS (NON-INSTRUCTIONAL)

Jamie Bahl - Early Childhood Screener with the Early Learning Program, has submitted a resignation. The last day of employment will be December 23, 2022.

Neil Hardie - Adjust end date to January 6, 2023, as ACES Child Care Assistant at Jefferson Elementary School.

Kevin Hermanson - Head Building Engineer at East High School, has submitted a resignation for the purpose of retirement. The last day of employment will be January 31, 2023.

Lily Pokornowski - Rescind resignation as ACES Child Care Assistant at Washington Elementary School.

Rebecca Shouts - Special Education Paraeducator at Kennedy Elementary School, has submitted a resignation. The last day of employment will be January 13, 2023.

The following gifts have been received by the School District:

Barbara Young donated \$50 for Mankato Area Public Schools Angel Fund.

Carlson Tillisch Eye Clinic donated \$500 for West High Robotics Program

Robert & Carla Chesley donated \$1,500 for Central High Warm Coats Fund

The following were donated for Central High Student Adventures:

- \$8,145 from Anne Chesley Herlihy
- \$8,145 from Robert & Carla Chesley

Mankato Clinic donated Mental Health Matters T-Shirts (\$3,237.42 value) to West High School

MEI - Total Elevator Solutions donated 92 Kwik Trip Gift Cards - \$50 each (\$4,600 value) to ACES Direct Service Staff

Schmidt Siding & Windows Inc. donated \$100 for West High Robotics Program

Marshall Building & Remodeling, Inc donated \$1,000 for East High VEX Robotics Club

Minnesota Valley Federal Credit Union donated \$1,500 for Nick Hoffman Memorial Scholarship Fund

The following were donated for Mankato Area Public Schools Student Support Fund:

- \$1,010 from North Mankato American Legion Post 518
- \$2,000 from Walmart Supercenter

The following were donated for the West High Orchestras Program:

- \$100 from Sandra M. Cesafsky
- \$100 from Dairy Queen West

- \$100 from Steve & Kathy Duea
- \$100 from Mankato Motors Co.
- \$500 from Maschka, Riedy, Ries & Frentz
- \$250 from Operose Manufacturing
- \$100 from H. Oscar & Frieda Schlenker
- \$150 from Skogen Mechanical, LLC
- \$500 from The Aesthetic Loft, LLC

Kyle Baynes donated \$500,000 for Jefferson Elementary School

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

There being no further business to consider, Ms. Roberts moved and Mrs. Ratcliff seconded, that the meeting be adjourned. The meeting was declared adjourned at 6:04 p.m., on a 7-0 voice vote.

Attest: Clerk _____

Chairperson _____

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

January 5, 2023

The School Board of Independent School District No. 77 met in special session on Thursday, January 5, in the Mankato Room in the Intergovernmental Center to organize for 2023. Vice Chair Schuck called the meeting to order at 5:30 p.m. Members present at roll call: Patrick Baker, Christopher Kind, Kari Pratt, Liz Ratcliff, Erin Roberts, Kristi Schuck, and Shannon Sinning. Members absent: none.

1. Honorable Kristine Weeks swore in new School Board members Patrick Baker, Kari Pratt, Kristin Schuck and Shannon Sinning.
2. Roberts/Kind approval of agenda with personnel addendum. 7-0
3. Special Recognition: Kyle Baynes' donation
4. Open Forum - Brad Potter wished to speak.
5. Shannon Sinning elected as Chairperson.
6. Kristi Schuck elected as Vice-Chairperson.
7. Erin Roberts elected as Clerk.
8. Christopher Kind elected as Treasurer.
9. Baker/Schuck appoint Becky Bailey as Deputy Clerk. 7-0
10. Baker/Ratcliff approval of resolution designating official depositories for 2023. 7-0
11. Roberts/Kind approval of legal counsel for 2023. 7-0
12. Schuck/Baker named Mankato *Free Press* as official newspaper. 7-0
13. Roberts/Ratcliff approval of expenses for Board meetings. 7-0
14. Schuck/Ratcliff designate Supt. Peterson and Deputy Clerk Becky Bailey as Identified Official with Authority for MDE Secure Website Access. 7-0
15. Kind/Baker designate Superintendent Peterson or his designee as the official agent for filing and executing funding applications for state- and federally-funded programs. 7-0
16. Ratcliff/Schuck confirm meeting schedule for 2023. 7-0
17. Schuck/Ratcliff approval of Kari Pratt as substitute teacher for 2023. 7-0
18. Kind/Roberts approval of Consent Agenda Items: Approval of Minutes of the December 19, 2022, regular meeting; Approval of Personnel Items. 7-0
19. Kind/Schuck acceptance of gifts and grants. 7-0
20. Roberts/Ratcliff adjournment at 6:04 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.