

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

March 20, 2023

The School Board of Independent School District No. 77 met in regular session on Monday, March 20, in the Mankato Room at the Intergovernmental Center. Chair Sinning called the meeting to order at 5:30 p.m. Members present at roll call: Patrick Baker, Christopher Kind, Kari Pratt, Liz Ratcliff, Kristi Schuck, and Shannon Sinning. Members absent: Erin Roberts.

Mrs. Ratcliff made a motion, and Mr. Kind seconded, approval of the agenda together with a Personnel Addendum. The motion carried on a 6-0 voice vote.

Open Forum: Beth Rohrich, Elizabeth Hanke, John Wicklund & Andrew Archer wished to speak.

Information Reports: Nutrition Services Report presented by Darcy Stueber; Board Member Workshop/Committee Report.

The consent agenda items outlined below were approved on a motion by Mr. Baker, seconded by Ms. Schuck, and carried on a 6-0 roll call vote.

Approval of Minutes of the March 6, 2023, regular Board meeting.

Approval of March bills totaling \$9,911,272.62.

Personnel:

APPOINTMENTS (INSTRUCTIONAL)

Amy Duarte Feehan - Summer School Administrative Intern beginning March 20 and ending July 27, 2023. This is an unpaid assignment.

APPOINTMENTS (NON-INSTRUCTIONAL)

Mary Adiel - 8-Hour, 12-month, Evening Custodian at West High School beginning March 22, 2023. She will be placed at classification A13, step 1, in accordance with the agreement between the District and the Minnesota School Employee Association.

Fransesisko Alhag - Student Success Coach at Prairie Winds Middle School for 6 hours per day/5 days per week beginning March 14, 2023. He will be placed at classification B22, step 4, in accordance with the agreement between the District and the Minnesota School Employee Association.

Madison Bass - Student Success Coach at Kennedy Elementary School for 6.5 hours per day/5 days per week beginning March 14, 2023. She will be placed at classification B22, step 1, in accordance with the agreement between the District and the Minnesota School Employee Association.

Jean Biesterveld - Non-classroom (Playground) Paraeducator at Eagle Lake Elementary School for 0.25 hours per day/5 days per week beginning September 8, 2022, and ending June 7, 2023. This is in addition to her Special Education Paraeducator assignment at Eagle Lake Elementary School.

Mackenzie Brommerich - ACES Student Support Assistant at Monroe Elementary School for 4 hours per day/4 days per week beginning March 8 and ending June 7, 2023. She will be compensated at the rate of \$13.00 per hour.

Abrielle Fowler - Paraeducator Student Intern at Roosevelt Elementary School for 3.75 hours per day/4 days per week (T-F) beginning March 13, and ending June 7, 2023. She will be placed at classification B21, step 1, in accordance with the agreement between the District and the Minnesota School Employee Association.

Evelyn Scheibe - Special Education Paraeducator at Prairie Winds Middle School for 6.75 hours per day/3 days per week (M/W/F) beginning March 13, 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.

Bridget Tester - 6-Hour, 9-month, Day Custodian at Prairie Winds Middle School and INSITE beginning March 15, 2023. She will be placed at classification A13, step 2, in accordance with the agreement between the District and the Minnesota School Employee Association.

Teagan Tester - 8-Hour, 12-month, Evening Custodian at Prairie Winds Middle School beginning March 20, 2023. She will be placed at classification A13, step 1, in accordance with the agreement between the District and the Minnesota School Employee Association.

Hunter Wayne - ACES Site Lead Substitute at Washington Elementary School on an on-call basis beginning March 13, and ending June 7, 2023. He will be compensated at the rate of \$16.00 per hour. This is in addition to his assignment as ACES Child Care Assistant at Washington Elementary and Roosevelt Elementary Schools.

CONTRACT ADJUSTMENTS (INSTRUCTIONAL)

Megan Fitzloff - Increase in assignment as ECFE Teacher at Franklin Elementary from 0.58 FTEs to 1.00 FTEs beginning March 10 and ending June 7, 2023.

Angela Timmerman - Increase in assignment as ECFE Parent Educator from 210.5 annual hours (0.14 FTEs) to 236.5 annual hours (0.16 FTEs) beginning March 13, 2023, for the remainder of the 2022-23 school year.

CONTRACT ADJUSTMENTS (NON-INSTRUCTIONAL)

Jolene Beckel - Decrease in assignment as Title I Intervention Paraeducator at Washington Elementary School from 6 hours per day/2 days per week for a total of 70 days to 6 hours per day/2 days per week for a total of 67 days beginning March 13, 2023.

Jennifer Denn - Change in assignment from Health & Wellness Paraeducator and Non-classroom (Playground) Paraeducator at Washington Elementary School to Health & Wellness Paraeducator at Washington Elementary School for 6.25 hours per day/5 days per week beginning March 3, 2023.

Kennedie Fellman - Increase in assignment as Special Education Paraeducator, classification B21, at Franklin Elementary School from 3 hours per day/2 days per week (T/TH) to 3 hours per day/2 days per week (T/TH), 2.75 hours per day/1 day per week (M), and 6.25 hours per day/1 day per week (F) beginning March 20, 2023. This is in addition to her Early Learning Special Education Paraeducator, classification B21.5, assignment at Franklin Elementary School.

Zachary Jakes - Increase in assignment as Student Success Coach at Dakota Meadows Middle School from 4 hours per day/5 days per week to 4.75 hours per day/5 days per week beginning March 6, 2023.

LuAnn Shoop - Decrease in assignment as Title I Intervention Paraeducator at Washington Elementary School from 6 hours per day/3 days per week for a total of 70 days to 6 hours per day/3 days per week for a total of 60 days beginning March 13, 2023.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Alexandra Christian - Adjust dates for Board-approved leave beginning March 13 and returning to work on April 18, 2023.

Chelsea Copeland - 2nd Grade Teacher at Bridges Community School, has requested leave under the provisions of the Family Medical Leave Act beginning August 29 and returning to work on November 20, 2023.

Jennifer M Johnson - ECSE Teacher at the Family Learning Center, has requested unpaid leave beginning March 8 and continuing through the end of the 2022-23 school year.

Dwight Lahti - Mathematics Teacher at Prairie Winds Middle School, has requested an extended leave of absence per MN Statute 122A.46 beginning March 8, 2023, and continuing through the 2025-26 school year.

John Lawton - Science Teacher at Dakota Meadows Middle School, has requested leave under the provisions of the Family Medical Leave Act beginning February 27 and returning to work on April 14, 2023.

Alissa Ross - Adjust dates for Board-approved leave beginning March 21 and returning to work on June 8, 2023.

Mary Willette - Special Education Teacher at East High School, has requested leave under the provisions of the Family Medical Leave Act beginning August 28 and continuing for a period of 12 work weeks, then continuing unpaid leave until returning to work on December 15, 2023.

REQUESTS FOR LEAVE (NON-INSTRUCTIONAL)

Kendrick Bates - Extend Board-approved leave, returning to work on March 22, 2023.

Colleen Bauman - Cook Helper at Hoover Elementary School, has requested leave under the provisions of the Family Medical Leave Act beginning March 1 and continuing for a period of 12 work weeks, then continuing unpaid leave through the end of the 2022-23 school year.

Laycon Robinson - Special Education Paraeducator at Dakota Meadows Middle School, has requested unpaid leave beginning March 6 and returning to work on March 20, 2023.

RESIGNATIONS (INSTRUCTIONAL)

Katherine Botten - 3rd Grade Teacher at Franklin Elementary School, has submitted a resignation for the purpose of retirement. The last day of employment will be June 8, 2023.

Brittany Jensen - Special Education Teacher at Monroe Elementary School, has submitted a resignation. The last day of employment will be June 8, 2023.

Jessica Kirschner - School Counselor at West High School, has submitted a resignation. The last day of employment will be March 16, 2023.

Nicholas Liebl - Band Director/Music Teacher at East High School, has submitted a resignation. The last day of employment will be June 8, 2023.

Amanda Whiteis - Family & Consumer Science Teacher at West High School, has submitted a resignation. The last day of employment will be June 8, 2023.

RESIGNATIONS (NON-INSTRUCTIONAL)

Gorg Alhag - Student Success Coach at Prairie Winds Middle School, has submitted a resignation. The last day of employment will be March 10, 2023.

Steve Biesterveld - Supervision & Security at East High School, has submitted a resignation for the purpose of retirement. The last day of employment will be June 7, 2023.

Aisha Ibrahim - ABE Outreach and Homeschool Liaison with the Adult Basic Education Program at Lincoln Community Center, has submitted a resignation. The last day of employment will be May 25, 2023.

Elliot Peterson - Special Education Paraeducator and ACES Child Care Assistant at Monroe Elementary School, has submitted a resignation. The last day of employment will be May 5, 2023.

Vonda Schlie - Health & Wellness Paraeducator at INSITE, has submitted a resignation. The last day of employment will be March 28, 2023.

Doreen Slater - Second Cook at Franklin Elementary School, has submitted a resignation for the purpose of retirement. The last day of employment will be March 31, 2023.

Serenity Zwaschka - Youth Programs Assistant Specialist Substitute with Community Education at Lincoln Community Center, has submitted a resignation. The last day of employment for this assignment will be March 11, 2023. They will continue as a Substitute Teacher for the District.

Addendum

APPOINTMENTS (INSTRUCTIONAL)

Karen Barnett - Long-term Substitute Teacher for Emily Ball at Rosa Parks Elementary School beginning March 14 and ending May 5, 2023. She will be placed at step 10 of the M lane on the Teachers Association salary schedule.

Cynthia Cerda-Lopez - Long-term Substitute Teacher for Lexy Braun at Jefferson Elementary School beginning April 17 and ending June 7, 2023. She will be placed at step 1 of the B lane on the Teachers Association salary schedule.

Gabrielle Essay - Long-term Substitute Teacher for John Lawton at Dakota Meadows Middle School beginning February 27 and ending April 13, 2023. She will be placed at step 3 of the B lane on the Teachers Association salary schedule.

Jared Petersen - Long-term Substitute Teacher for Dwight Lahti at Prairie Winds Middle School beginning March 13 and ending June 8, 2023. He will be placed at step 10 of the M lane on the Teachers Association salary schedule.

APPOINTMENTS (NON-INSTRUCTIONAL)

Kjersten Johnson - Paraeducator Student Intern at MAPS Center for Learning for 2.5 hours per day/4 days per week (M-TH) beginning March 29, 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.

Kaitlyn Landgraff - ACES Child Care Assistant at Monroe Elementary School for 1.75 hours per day/2 days per week beginning March 20 and ending June 7, 2023. She will be compensated at the rate of \$11.00 per hour.

Megan Iverson - Early Learning Special Education Paraeducator at Franklin Elementary School for 3.5 hours per day/2 days per week (M/W) beginning March 20, 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.

Megan Iverson - ACES Child Care Assistant at Kennedy Elementary School for 4 hours per day/2 days per week beginning March 20 and ending June 7, 2023. She will be compensated at the rate of \$12.50 per hour. This is in addition to her Early Learning Special Education Paraeducator assignment at Franklin Elementary School.

McKenna Wheeler - Special Education Paraeducator at Rosa Parks Elementary for 6.25 hours per day/3 days per week (M/W/F) beginning March 29, 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.

CONTRACT ADJUSTMENTS (INSTRUCTIONAL)

Megan Fitzloff - Correction - Increase in assignment as Early Childhood Special Education Teacher at Franklin Elementary from 0.58 FTEs to 1.00 FTEs beginning March 10 and ending June 7, 2023.

CONTRACT ADJUSTMENTS (NON-INSTRUCTIONAL)

Anne Anderson - Increase hourly rate to \$12.75 as ACES Child Care Assistant at Roosevelt Elementary School beginning April 15, 2023.

Molly Barber - Adjust salary placement to B22.5 step 4 as Health & Wellness Paraeducator at Futures/SUN beginning March 1, 2023.

Ava Bassett - Increase hourly rate to \$11.25 as ACES Child Care Assistant at Hoover Elementary School beginning April 7, 2023.

Alexis Brooks - Increase hourly rate to \$12.75 as ACES Child Care Assistant at Eagle Lake Elementary School beginning April 12, 2023.

Christian Butterfield - Increase hourly rate to \$13.50 as ACES Child Care Assistant at Kennedy Elementary School beginning April 4, 2023.

Elaine Hardwick - Increase in assignment as American Indian Liaison from up to 6 hours per week to up to 40 hours per week beginning March 1 and ending August 31, 2023.

Mandi Hubbard - Adjust salary placement to B22.5 step 5 as Health & Wellness Paraeducator at Futures beginning March 1, 2023.

Augustus Nelson - Increase hourly rate to \$12.50 as ACES Child Care Assistant Substitute beginning April 1, 2023.

Nathan Panko - Increase hourly rate to \$12.50 as ACES Child Care Assistant at Roosevelt Elementary School beginning December 12, 2022.

Ashlyn Quist - Adjust salary placement to B22.5 step 2 as Health & Wellness Paraeducator at SUN beginning March 1, 2023.

Madeline Saye - Increase hourly rate to \$13.00 as ACES Child Care Assistant at Kennedy Elementary School beginning April 5, 2023.

Maria Stock - Adjust salary placement to B22.5 step 7 as Health & Wellness Paraeducator at SUN beginning March 1, 2023.

Hunter Wayne - Increase hourly rate to \$13.50 as ACES Child Care Assistant at Washington Elementary and Roosevelt Elementary Schools beginning March 1, 2023.

REQUESTS FOR LEAVE (INSTRUCTIONAL)

Emily Ball - Adjust start date to March 14, 2023, for Board-approved leave.

REQUESTS FOR LEAVE (NON-INSTRUCTIONAL)

Sherilyn Becker - Cafe Manager at East High School, has requested leave under the provisions of the Family Medical Leave Act beginning April 7 and returning to work on May 22, 2023.

Karen Severns - Adjust return date to March 27, 2023, for Board-approved leave.

Gregory Thompson - Head Custodian at West High School, has requested leave under the provisions of the Family Medical Leave Act beginning March 6 and returning to work on March 22, 2023.

RESIGNATIONS (NON-AFFILIATED)

Laura Conn - Administrative Assistant to the Director of Community Education, has submitted a resignation. The last day of employment will be April 25, 2023.

RESIGNATIONS (INSTRUCTIONAL)

Mary Jo Brindley - French Teacher at East High School, has submitted a resignation for the purpose of retirement. The last day of employment will be June 8, 2023.

Lisa Downs-Kohn - Preschool Teacher at MAPS Center for Learning, has submitted a resignation. The last day of employment will be June 30, 2023.

Melissa Haala-Smith - ECFE Teacher at the Family Learning Center, has submitted a resignation. The last day of employment for this assignment will be May 19, 2023. She will continue as a Substitute Teacher for the District.

RESIGNATIONS (NON-INSTRUCTIONAL)

Alexis Brooks - ACES Child Care Assistant at Eagle Lake Elementary School, has submitted a resignation. The last day of employment will be June 7, 2023.

Cheryl Fasnacht - Accounts Payable Clerk in the District's Business Office, has submitted a resignation for the purpose of retirement. The last day of employment will be May 15, 2023.

Helen Wels - Special Education Paraeducator at Eagle Lake Elementary School, has submitted a resignation for the purpose of retirement. The last day of employment will be June 7, 2023.

Approval of Extended Trip - Mankato West Boys' Baseball

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

The following were donated for the East High Girls Softball Program:

- \$200 from Palmer Bus Service of Mankato, Inc.
- \$1,200 from Ball Sports LLC

Hilltop Florist donated \$270 for Nutrition Services Angel Fund

Mankato Area Foundation donated \$10,000 for Mankato Area Public Schools

Optimist Club of Minnesota Valley donated \$240 for East High DECA Program

Danielle Wendinger donated \$150 for Prairie Winds Middle School - Science Projects

Mr. Baker made a motion to accept the gifts. The motion was seconded by Ms. Schuck and carried on a 6-0 voice vote.

On March 14, 2023, three bids were received for the Mankato Area Public Schools 2023 Site (Hard Resurface) Improvements (see page _____). The administrative team and Bolten & Menk, our professional engineers, recommend that the base bid as submitted by Nielsen Blacktopping, Inc in the amount of \$273,838.85 be accepted by the School Board. LTFM revenue will be used to fund this project, and will be part of the FY24 budget. Mr. Baker made a motion to accept the bid as recommended and Mrs. Ratcliff seconded the motion. The motion carried on a 6-0 roll call vote.

Since January 2023, the district leadership team has been working to develop a budget adjustment plan for the 2023-2024 school year. Largely due to the state's investment in public education not keeping pace with inflation and a loss of revenue related to a significant enrollment drop, the district has identified \$9,157,600 of adjustments in order to balance the FY 24 budget. The goal of this plan is to stabilize the district's budget, and create a long term structurally balanced financial plan. We implemented a detailed process for gathering input and developing our budget adjustment plan. We created a design team made up of district administrators that was tasked with creating options for the adjustment. We also created an input team,

made up of both internal and external stakeholders, that was tasked with reviewing the design team options to assess each option for its strengths, weaknesses, and areas for improvement. School Board members have been updated throughout the process. The full Board conducted a work session on March 13. In addition to all principals and program leaders, the district also received valuable input from an all-staff survey and meetings held at each building during the month of February. The recommended plan being presented tonight incorporates much of this input from staff, our teams, 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 2022-23 year, the district anticipates the total general fund balance to be at less than 1 percent. This recommended plan will put the district in position to begin rebuilding its fund balance to achieve policy compliance. Ms. Schuck made a motion to approve the FY 24 Budget Adjustment Plan as recommended. Mrs. Ratcliff seconded the motion, carried on a 6-0 roll call vote.

There being no further business to consider, Mr. Kind moved and Ms. Schuck seconded, that the meeting be adjourned. The meeting was declared adjourned at 6:30 p.m., on a 6-0 voice vote.

Clerk _____

Attest:

Chairperson _____

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

March 20, 2023

The School Board of Independent School District No. 77 met in regular session on Monday, March 20, in the Mankato Room at the Intergovernmental Center. Chair Sinning called the meeting to order at 5:30 p.m. Members present at roll call: Patrick Baker, Christopher Kind, Kari Pratt, Liz Ratcliff, Kristi Schuck, and Shannon Sinning. Members absent: Erin Roberts.

1. Ratcliff/Kind approval of agenda with personnel addendum. 6-0
2. Open Forum - Beth Rohrich, Elizabeth Hanke, John Wicklund & Andrew Archer wished to speak.
3. Information: Nutrition Services Report; Board Member Reports.
4. Baker/Schuck approval of Consent Agenda Items: Approval of Minutes of the March 6, 2023, regular meeting; Approval of March Bills; Personnel; Approval of Extended Trip. 6-0
5. Baker/Schuck acceptance of gifts. 6-0
6. Baker/Ratcliff approval of 2023 hard surface bid from Nielsen Blacktopping. 6-0
7. Schuck/Ratcliff approval of FY24 budget adjustment plan. 6-0
8. Kind/Schuck adjournment at 6:30 p.m. 6-0

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.



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March 14, 2023

Mr. Scott Hogen
Director of Facilities
Independent School District No. 77
10 Civic Center Plaza, Suite 1, P.O. Box 8741
Mankato, MN 56002-8741

RE: 2023 Site (Hard Surface) Improvements
Independent School District No. 77
Eagle Lake, Mankato and North Mankato, Minnesota
BMI Project No. 0M1.129878

Dear Mr. Hogen,

Bids were received and opened on Tuesday, March 14th at 11:00am for the 2023 Site (Hard Surface) Improvement project.

The Base Bid includes miscellaneous removals, bituminous crack filling, bituminous seal coating, bituminous fog seal, bituminous paving, turf restoration, and other miscellaneous items of work at the following locations:

- Eagle Lake Elementary School
- Franklin Elementary School
- Hoover Elementary School
- Kennedy Elementary School
- Monroe Elementary School
- Roosevelt Elementary School
- Washington Elementary School
- Dakota Meadows Middle School
- Prairie Winds Middle School
- Mankato East High School
- Mankato West High School
- Lincoln Community Center

An alternate bid was also taken for additional paving work at Prairie Winds Middle School.

Three (3) bids were received, and the results of the bids are tabulated below:

Bidder	Base Bid	Alternate Bid	Total Base Bid Plus Alternate Bid
Nielsen Blacktopping, Inc.	\$273,838.85	\$38,982.50	\$312,821.35
W.W. Blacktopping, Inc.	\$285,306.75	\$38,305.00	\$323,611.75
OMG Midwest, inc. dba Minnesota Paving & Materials	\$354,695.00	\$52,935.75	\$407,630.75
Engineer's Estimate	\$242,300.00	\$30,361.25	\$272,661.25

The low bidder for the base bid, alternate bid, and total is Nielsen Blacktopping, Inc., from Kasota, Minnesota. The low bid is approximately 13% over the Engineer's Estimate and the next lowest bid is approximately 4% over the low bid. The total bid (base bid + alternate bid) is approximately 15% over the Engineer's Estimate. As you are probably aware, there is high level of volatility in construction costs at this time due to the current economic conditions, supply chain issues, and other factors. We believe that this was the primary reason for the higher than estimated bid amounts.

Mr. Scott Hogen

March 14, 2023

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Considering their past performance on similar projects in previous years, it is our opinion that Nielsen Blacktopping, Inc. is qualified to perform the work required under this contract. Based on our previous discussions, the budget allocated for this project by the school district is only adequate to cover the base bid amount. As such, we hereby recommend that Nielsen Blacktopping, Inc. be awarded the base bid in the amount of \$273,838.85 and that the alternate bid not be awarded.

Please feel free to contact me if you have any questions or if you need any additional information.

Sincerely,

Bolton & Menk, Inc.



Daniel R. Sarff, P.E.

Project Engineer

cc: Alec Pietz, Bolton & Menk, Inc
Lyle Femrite, Bolton & Menk, Inc