

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

August 21, 2023

The School Board of Independent School District No. 77 met in regular session on Monday, August 21, in the Mankato Room at the Intergovernmental Center. Chair Sinning called the meeting to order at 5:00 p.m. Members present at roll call: Patrick Baker, Christopher Kind, Kari Pratt, Liz Ratcliff, Erin Roberts, Kristi Schuck and Shannon Sinning. Absent: None.

Ms. Schuck made a motion, and Mr. Baker seconded, approval of the agenda together with a Personnel Addendum. The motion carried on a 7-0 voice vote.

Special Recognition: Elizabeth Harstad and Barb Kaus from the Greater Mankato United Way were recognized and thanked for their service to the district for the Mental Health Navigators and HOPE Squad.

Open Forum: John Wicklund and Erin Simmons wished to speak.

Information Reports: Summer Programming Report presented by Darcy Stueber, Jessica Waterstreet, Melissa Brueske, Chelsea Anderson-Ball, Aaron Hyer, Karen Wolters and Marti Sievek; First Reading of Policies presented by John Lustig; Superintendent Evaluation; Board Member Workshop/Committee Reports.

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

Approval of Minutes of the July 17, 2023, regular meeting.

Approval of August Bills totaling \$14,105,552.76.

Personnel:

**APPOINTMENTS (NON-AFFILIATED)**

Lisa Benson - Central Registration Specialist for the District beginning August 1, 2023. This is a full-time, 12-month, Non-affiliated position with an annual salary of \$48,000.00 prorated to \$44,124.18 for 239 days for 2023-24. She will be eligible for category II benefits.

Erin Quast - Adjust start date to August 21, 2023, as Physical Therapist Assistant for the District.

#### APPOINTMENTS (INSTRUCTIONAL)

William Bennett - Full-time (1.00) Special Education Teacher at Dakota Meadows Middle School beginning August 28, 2023, for the 2023-24 school year. He will be placed at step 2 of the B lane on the Teachers Association salary schedule, contingent upon obtaining licensure.

Annastasia Braam - Part-time (0.224 FTEs) Non-public Guidance Counselor at Loyola beginning August 18, 2023, for the 2023-24 school year. She will be placed at step 10 of the M+45 lane on the Teachers Association salary schedule.

Elizabeth Cress - Full-time (1.00 FTEs) Reading Intervention Teacher at Roosevelt Elementary School beginning August 28, 2023, for the 2023-24 school year. She will be placed at step 9 of the M lane on the Teachers Association salary schedule.

Natalie Eckstein - Part-time Early Learning Teacher at MAPS Center for Learning for 775.5 annual hours (0.538 FTEs) beginning August 21, 2023, for the 2023-24 school year. She will be placed at step 6 of the B lane on the ECFE Teachers Association salary schedule, with an hourly rate of \$33.55.

Andrea Fredlund - Full-time (1.00 FTEs) Art Teacher at Franklin Elementary and Kennedy Elementary Schools beginning August 21, 2023, for the 2023-24 school year. She will be placed at step 2 of the B lane on the Teachers Association salary schedule, contingent upon obtaining licensure.

Kellie French - Full-time (1.00 FTEs) Gateway to Technology Teacher at Prairie Winds Middle School beginning August 21, 2023, for the 2023-24 school year. She will be placed at step 6 of the M lane on the Teachers Association salary schedule.

Lejla Hashmi - Part-time MAPS Preschool Teacher at MAPS Center for Learning for 440.5 annual hours (0.305 FTEs) beginning August 21, 2023, for the 2023-24 school year. She will be placed at step 1 of the B lane on the ECFE Teachers Association salary schedule, with an hourly rate of \$28.72, contingent upon obtaining licensure. This is in addition to her Early Learning Paraeducator assignment at MAPS Center for Learning.

Alisa Heiling - Full-time (1.00 FTEs) Occupational Therapist for the District beginning August 21, 2023, for the 2023-24 school year. She will be placed at step 8 of the M+45 lane on the Teachers Association salary schedule.

Courtney Konakowitz - Part-time (0.75 FTEs) College and Career Readiness Teacher at Dakota Meadows Middle School beginning August 21, 2023, for the 2023-24 school year. She will be placed at step 3 of the M lane on the Teachers Association salary schedule.

Julie McGowan - Adjust start date to August 28, 2023, as full-time (1.00 FTEs) Contract Substitute English Language Arts Teacher at Dakota Meadows Middle School.

Michelle Peterson - Full-time (1.00 FTEs) 4th Grade Teacher at Rosa Parks Elementary School beginning August 28, 2023, for the 2023-24 school year. She will be placed at step 10 of the M lane on the Teachers Association salary schedule.

Lindsey Pratt - Part-time MAPS Preschool Teacher at MAPS Center for Learning for 738 annual hours (0.5125 FTEs) beginning August 21, 2023, for the 2023-24 school year. She will be placed at step 1 of the B lane on the ECFE Teachers Association salary schedule, with an hourly rate of \$28.72, contingent upon obtaining licensure.

Jesus Santiago - Part-time (0.667 FTEs) Art Teacher at West High School beginning August 21, 2023, for the 2023-24 school year. He will be placed at step 3 of the B lane on the Teachers Association salary schedule.

Todd Substad - Long-term Substitute Teacher for Jennifer Floren at East High School beginning August 28 and ending December 22, 2023. He will be placed at step 9 of the B+30 lane on the Teachers Association salary schedule.

Darian Thompson - Full-time (1.00 FTEs) Spanish Teacher at Prairie Winds Middle School beginning August 21, 2023, for the 2023-24 school year. She will be placed at step 1 of the B lane on the Teachers Association salary schedule.

Amber Volkman - Change in assignment from Long-term Substitute Teacher to Full-time (1.00 FTEs) Contract Substitute Teacher for Julia Milne at Rosa Parks Elementary School beginning August 28, 2023, and ending June 7, 2024. She will be placed at step 10 of the B lane on the Teachers Association salary schedule.

Tyson Walker - Full-time (1.00 FTEs) 5th Grade Teacher at Rosa Parks Elementary School beginning August 21, 2023, for the 2023-24 school year. He will be placed at step 10 of the SPEC lane on the Teachers Association salary schedule.

#### APPOINTMENTS (NON-INSTRUCTIONAL)

Emily Block - Early Learning Healthcare Paraeducator (RN) with the Early Learning Department for 8 hours per day/5 days per week beginning August 21, 2023. This is a full-time, 9-month position with an additional 98.5 hours in the summer. She will be placed at classification B23, step 4, in accordance with the agreement between the District and the Minnesota School Employee Association.

De'Vonte Bradley - Special Education Paraeducator at Monroe Elementary School for 6.5 hours per day/5 days per week beginning September 7, 2023. He will be placed at classification B21.5, step 1, in accordance with the agreement between the District and the Minnesota School Employee Association.

Sontiana Brandts - ACES Child Care Assistant at Washington Elementary School for 5-8 hours per day/4 days per week beginning August 1, 2023. She will be compensated at the rate of \$14.00 per hour.

Kelly Chiet - Childcare Assistant Teacher with the Adult Basic Education Program at Lincoln Logs Learning Center for 5.75 hours per day/4 days per week (M-TH) beginning

August 21, 2023. She will be compensated at the rate of \$17.35 per hour and will be eligible for 6-3-2 benefits.

Sarah Goettl - Health Care Paraeducator at Prairie Winds Middle School for 7 hours per day/5 days per week beginning September 7, 2023. She will be placed at classification B23, step 4, in accordance with the agreement between the District and the Minnesota School Employee Association.

Jane Larsen - Cook Helper at Dakota Meadows Middle School for 6 hours per day/5 days per week beginning August 15, 2023. She will be placed at classification A11, step 1, in accordance with the agreement between the District and the Minnesota School Employee Association.

Brittinni Lockwood - Health Care Paraeducator (LPN/RN) at Dakota Meadows Middle School for 4 hours per day/5 days per week beginning September 7, 2023. She will be placed at classification B23, step 7, in accordance with the agreement between the District and the Minnesota School Employee Association. This is in addition to her Paraeducator Substitute assignment for the District.

Sarah Narvaez - Early Learning Special Education Paraeducator at MAPS Center for Learning from 7 hours per day/2 days per week (M/TH) and 1 hour per day/1 day per week (W) beginning September 11, 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 Early Childhood Screener assignment at MAPS Center for Learning.

Jennifer Niles - Clerical Assistant/POS Operator at Franklin Elementary School for 6 hours per day/5 days per week (3.75 per day as Clerical Assistant/2.25 hours per day as POS Operator) beginning August 30, 2023. She will be placed at classification A13, step 5 of the Educational Secretaries Association salary schedule.

Channa Puhmann - Childcare Assistant Teacher with the Adult Basic Education Program at Lincoln Logs Learning Center for 5.75 hours per day/4 days per week (M-TH) beginning August 24, 2023. She will be compensated at the rate of \$17.35 per hour and will be eligible for 6-3-2 benefits.

Ingrid Ramirez Mazariegos - Special Education Secretary with Student Support Services beginning July 20, 2023. This is a full-time, 12-month position. She will be placed at classification B22, step 4 of the Educational Secretaries Association salary schedule.

Laycon Robinson - Special Education Paraeducator with the ESY Program for 4.5 hours per day/4 days per week beginning June 12, and ending July 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.

Abigail Shirk - Special Education Paraeducator at Roosevelt Elementary School for 6.5 hours per day/5 days per week beginning September 7, 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.

Anne Sweeney - Early Learning Paraeducator with The ECFE Parent Education Program at MAPS Center for Learning for 3 hours per day/1 evening per week (M) beginning September 11, 2023. She will be placed at classification B21, step 2, in accordance with the agreement between the District and the Minnesota School Employee Association. This is in addition to her Early Learning Special Education Paraeducator, classification B21.5, assignment at MAPS Center for Learning.

Kimberly Taylor - Health Care Paraeducator at Monroe Elementary School for 7 hours per day/5 days per week beginning September 7, 2023. She will be placed at classification B23, step 4, in accordance with the agreement between the District and the Minnesota School Employee Association, contingent upon obtaining certification.

Belinda Vigil - Special Education Paraeducator at Rosa Parks Elementary School for 6.25 hours per day/5 days per week beginning September 7, 2023. She will be placed at classification B21.5, step 4, in accordance with the agreement between the District and the Minnesota School Employee Association.

Isaac Wadd - ACES Site Lead Substitute on an on-call basis beginning August 1, 2023. He will be compensated at the rate of \$17.25 per hour. This is doylein addition to his ACES Student Support Assistant assignment at Franklin Elementary School.

#### CONTRACT ADJUSTMENTS (INSTRUCTIONAL)

Linda Bosworth - Decrease in assignment as ABE Teacher with the Adult Basic Education Program from 876.5 annual hours (0.61 FTEs) to 375 annual hours (0.26 FTEs) beginning with the 2023-24 school year.

Judith Doyle - Decrease in assignment as Intervention Teacher at Risen Savior from 107 annual hours to 48 annual hours beginning with the 2023-24 school year.

Judith Doyle - Decrease in assignment as Intervention Teacher at Mount Olive from 636 annual hours to 306 annual hours beginning with the 2023-24 school year.

Cheryl Herbst - Increase in assignment as Interventions Teacher at Loyola from 505 annual hours to 535 annual hours beginning with the 2023-24 school year.

Cheryl Herbst - Decrease in assignment as Intervention Teacher at Concordia Classical Academy from 221 annual hours to 199 annual hours beginning with the 2023-24 school year.

Amanda Kroehler - Increase in assignment as Physical Education Teacher at Jefferson Elementary and Hoover Elementary Schools from 1.00 FTEs to 1.10 FTEs beginning August 28, 2023, for the 2023-24 school year.

Erika Kuhlers - Increase in assignment as Art Teacher at Jefferson Elementary and Monroe Elementary Schools from 0.733 FTEs to 1.00 FTEs beginning August 28, 2023, for the 2023-24 school year.

McKenna Linde - Change in assignment from Full-time (1.00 FTEs) English Language Arts Teacher to part-time (0.50 FTEs) ADSIS Teacher and part-time (0.50 FTEs) Secondary Mentor Coach (TOSA) at Dakota Meadows Middle School beginning August 28, 2023, and ending June 30, 2027.

Ellen Orcutt - Adjust Salary placement from M, step 1 to SPEC, step 1 on the Teacher's Association salary schedule as Licensed School Psychologist beginning August 21, 2023.

Susan Osborne - Decrease in assignment as Intervention Teacher at Immanuel Lutheran from 566 annual hours to 319 annual hours beginning with the 2023-24 school year.

Jesse Pigman - Increase in assignment as Mathematics Teacher at Prairie Winds Middle School from 1.00 FTEs to 1.167 FTEs beginning August 28, 2023, for the 2023-24 school year.

Jennifer Sundermeyer - Change in assignment from Full-time (1.00 FTEs) 4th Grade Teacher at Jefferson Elementary School to Part-time (0.87 FTEs) Reading Intervention Teacher at Franklin Elementary School beginning August 28, 2023.

#### CONTRACT ADJUSTMENTS (NON-INSTRUCTIONAL)

Tyler Anderson - Change in assignment from Lead Evening Custodian at Prairie Winds Middle School to Evening Custodian at MAPS Center for Learning for 8 hours per day/5 days per week beginning July 24, 2023. He will be compensated according to his placement on the Minnesota School Employees Association salary schedule.

Samantha Bauleke - Change in assignment from Second Cook to Cook Manager at Prairie Winds Middle School for 8 hours per day/5 days per week beginning July 25, 2023. She will be placed at classification B21, step 6, in accordance with the agreement between the District and the Minnesota School Employee Association.

Madonna Bengtson - Change in assignment from Early Learning Special Education Paraeducator, classification B21, for 3.5 hours per day/4 days per week and Early Learning Special Education Paraeducator, classification B21.5, for 3.5 hours per day/4 days per week at Franklin Elementary School to Special Education Paraeducator, classification B21.5, for 7 hours per day/4 days per week (M-TH) at MAPS Center for Learning beginning September 11, 2023.

Mardell Brauer - Change in assignment as Health & Wellness Paraeducator from 6.5 hours per day/5 days per week at Washington Elementary School to 6.75 hours per day/5 days per week at Prairie Winds Middle School beginning September 7, 2023.

Shipra Chowdhury - Increase in assignment as Early Learning Paraeducator from 16 hours per week (2 M, 4 T, 3.5 W/F, 3 TH) at the Family Learning Center to 17 hours

per week (5.5 M, 4 T/W, 3.5 TH) at MAPS Center for Learning beginning September 11, 2023.

Patricia Cluka - Decrease in assignment as Early Learning Paraeducator from 7 hours per day/4 days per week (M-TH) at Kennedy Elementary School to 3.5 hours per day/4 days per week (M-TH) at MAPS Center for Learning beginning September 11, 2023.

Lindsay Cortese - Decrease in assignment as Special Education Paraeducator at Kennedy Elementary School from 6.25 hours per day/5 days per week to 6.25 hours per day/3 days per week (W-F) beginning September 7, 2023.

Cassandra De La Cruz - Increase in assignment as Early Learning Paraeducator from 2 hours per day/1 day per week at the Family Learning Center to 3 hours per day/1 day per week at MAPS Center for Learning beginning September 11, 2023. This is in addition to her Lead Teacher assignment at Lincoln Logs Learning Center.

Amy Desantiago - Decrease in assignment as Early Learning Paraeducator, classification B21, from 3.5 hours per day/3 days per week (T-TH) and 1.5 hours per day/1 day per week (M) at the Family Learning Center to 1.5 hours per day/1 days per week (M) at MAPS Center for Learning beginning September 11, 2023.

Amy Desantiago - Increase in assignment as Early Learning Special Education Paraeducator, classification B21.5, from 3.5 hours per day/3 days per week at the Family Learning Center to 7 hours per day/4 days per week (M-TH) at MAPS Center for Learning beginning September 11, 2023. This is in addition to her Early Learning Paraeducator, classification B21, assignment at MAPS Center for Learning.

Kristin Diekmann - Decrease in assignment as Special Education Paraeducator at Bridges Community School from 6.5 hours per day/5 days per week to 5 hours per day/5 days per week beginning September 7, 2023.

Lori Dunford - Increase in assignment as Second Cook at Hoover Elementary School from 7.25 hours per day/5 days per week to 8 hours per day/5 days per week beginning September 7, 2023.

Jennifer Filfili - Increase in assignment as Early Learning Paraeducator at MAPS Center for Learning from 7 hours per day/3 days per week to 7 hours per day/3 days per week and 3.5 hours per day/1 day per week beginning September 11, 2023.

Melanie Gerold - Change in assignment from Evening Custodian at Franklin Elementary School to Custodian Engineer at Lincoln Community Center beginning August 9, 2023. She will be placed at classification B22, step 2, in accordance with the agreement between the District and the Minnesota School Employee Association.

Ronette Hornick - Increase in assignment as Early Learning Special Education Paraeducator, classification B21.5, from 3.5 hours per day/4 days per week (M-TH) at the Family Learning Center to 7 hours per day/4 days per week (M-TH) at MAPS Center for Learning beginning September 11, 2023.

Ronette Hornick - Decrease in assignment as Early Learning Paraeducator, classification B21, from 3.5 hours per day/4 days per week (M-TH) and 2 hours per day/1 evening per week (T) at the Family Learning Center to 2 hours per day/1 evening per week at MAPS Center for Learning beginning September 11, 2023.

Rita Jones - Increase in assignment as Early Learning Paraeducator from 1.5 hours per day/3 days per week (T/TH/F) and 1.75 hours per day/1 day per week (W) at the Family Learning Center to 2 hours per day/2 days per week (M/F) and 3 hours per day/3 days per week (T-TH) at MAPS Center for Learning beginning September 11, 2023.

Anna Kehoe - Correction - Brailist in Training with the Early Learning Department at MAPS Center for Learning for 7 hours per day/4 days per week (M-TH) beginning September 11, 20263. She will be compensated at the rate of \$16.25 per hour, and she will be eligible for 6-3-2 Benefits.

Teresa Kolstad - Change in assignment from Early Learning Special Education Paraeducator, classification B21, at Rosa Parks Elementary School for 7 hours per day/4 days per week (M-TH) to Early Learning Special Education Paraeducator, classification B21, for 3.5 hours per day/4 days per week (M-TH) and Early Learning Special Education Paraeducator, classification B21.5, for 3.5 hours per day/4 days per week (M-TH) at MAPS Center for Learning beginning September 11, 2023.

Marnie Kortuem - Decrease in assignment as Health Care Paraeducator (LPN/RN) at Dakota Meadows Middle School from 6.5 hours per day/5 days per week to 3 hours per day/5 days per week beginning September 7, 2023.

Allyson Marco - Change in assignment from Early Learning Special Education Paraeducator, classification B21, for 7 hours per day/3 days per week and Early Learning Special Education Paraeducator, classification B21.5, for 7 hours per day/1 day per week to Early Learning Special Education Paraeducator, classification B21.5, for 7 hours per day/4 days per week (M-TH) at MAPS Center for Learning beginning September 11, 2023. This is in addition to her Special Education Paraeducator, classification B21.5, assignment at Franklin Elementary School.

Eleanor McDonough - Increase in assignment as Special Education Paraeducator at Kennedy Elementary School from 4 hours per day/5 days per week to 6.25 hours per day/5 days per week beginning September 7, 2023.

Victoria Miller - Decrease in assignment as Early Learning Paraeducator from 7 hours per day/3 days per week (T-TH) at Franklin Elementary School to 7 hours per day/2 days per week (T/TH) and 3.5 hours per day/1 day per week (W) at MAPS Center for Learning beginning September 11, 2023.

Jeremy Osborne - Change in assignment as Early Learning Special Education Paraeducator, classification B21, from 7 hours per day/4 days per week at Eagle Lake Elementary and Kennedy Elementary Schools to 7 hours per day/3 days per week

(T-TH) and 3.5 hours per day/1 day per week (M) at Eagle Lake Elementary School beginning September 11, 2023.

Grace Perschbacher - Change in assignment from Early Learning Special Education Paraeducator, classification B21, for 3.5 hours per day/4 days per week at MAPS Center for Learning and Early Learning Special Education Paraeducator, classification B21.5, for 3.5 hours per day/4 days per week at Franklin Elementary School to Special Education Paraeducator, classification B21.5, for 7 hours per day/4 days per week (M-TH) at MAPS Center for Learning beginning September 11, 2023.

Debbra Peterson - Change in assignment from Non-classroom (Lunchroom) Paraeducator to Special Education Paraeducator at Eagle Lake Elementary School for 6.25 hours per day/5 days per week beginning September 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.

Kelly Runck - Increase in assignment as Cook Helper at Hoover Elementary School from 6.5 hours per day/5 days per week to 7 hours per day/5 days per week beginning September 7, 2023.

Jennifer Schmitt - Change in assignment from Special Education Paraeducator, classification B21, to Special Education Paraeducator, classification B21.5, for 6.25 hours per day/5 days per week at Kennedy Elementary School beginning September 7, 2023.

Bridget Tester - Change in assignment from 6-Hour, 9-month, Day Custodian at Prairie Winds Middle School and INSITE and Summer Grounds Worker to Full-time, 8-Hour, 12-month Evening Custodian at Prairie Winds Middle School beginning August 21, 2023. She will be placed at classification A13, step 2, in accordance with the agreement between the District and the Minnesota School Employee Association.

Alexia Thomas - Decrease in assignment as Special Education Paraeducator at Franklin Elementary School from 6.25 hours per day/5 days per week to 6.25 hours per day/3 days per week (W- F) and 4.25 hours per day/1 days per week (T) beginning September 7, 2023.

Sang Vo - Decrease in assignment as Title 1 Paraeducator at Jefferson Elementary School from 3 hours per day/5 days per week to 2 hours per day/5 days per week beginning September 7, 2023. This is in addition to his Non-Classroom (Playground) Paraeducator, and Clerical assignments at Jefferson Elementary School.

#### REQUESTS FOR LEAVE (NON-AFFILIATED)

Laura Hoekstra - Adjust start date to July 19, 2023, for Board-approved leave.

#### REQUESTS FOR LEAVE (INSTRUCTIONAL)

Daniel Blaisdell - 4th Grade Teacher at Monroe Elementary School has requested Medical leave for the 2023-24 school year.

Jennifer Floren - Adjust start date to August 28, 2023, for Board-approved leave.

Jacquelyn Frayne - Speech Language Pathologist for the District, has requested unpaid leave beginning August 28 and returning to work on October 13, 2023. She is eligible to use any applicable fringe benefits.

Julia Milne - Extend Board-approved leave through the end of the 2023-24 school year.

#### REQUESTS FOR LEAVE (NON-INSTRUCTIONAL)

Bradley Eggersdorfer - Extend Board-approved leave, returning to work on August 1, 2023, with a reduced work schedule of 4 hours per day, then returning to full schedule on September 11, 2023.

Kelli Woelfel - Extend Board approved leave, returning to work on July 19, 2023.

#### RESIGNATIONS (NON-AFFILIATED)

Emma Langemo - Central Registration Specialist, has submitted a resignation. The last day of employment will be August 9, 2023.

#### RESIGNATIONS (INSTRUCTIONAL)

Kassidy Tocco - Special Education Teacher at Prairie Winds Elementary School, has submitted a resignation. The last day of employment will be June 8, 2023.

Elizabeth Twedell - 2nd Grade Teacher at Washington Elementary School, has submitted a resignation. The last day of employment will be June 8, 2023.

#### RESIGNATIONS (NON-INSTRUCTIONAL)

Alexis Avalos - 8-Hour Evening Custodian at Prairie Winds Middle School, has submitted a resignation. The last day of employment will be July 20, 2023.

Amanda Bartell - Student Information Secretary at West High School, has submitted a resignation. The last day of employment will be August 4, 2023.

Madison Bass - Student Success Coach at Kennedy Elementary School and ESY Paraeducator, has submitted a resignation. The last day of employment will be July 20, 2023.

Kendrick Bates - Student Success Coach at Franklin Elementary School, has submitted a resignation. The last day of employment will be June 7, 2023.

Colleen Bauman - Cook Helper at Hoover Elementary School, has submitted a resignation for the purpose of retirement. The last day of employment will be June 7, 2023.

Lisa Benson - Special Education Paraeducator and ESY Paraeducator at Hoover Elementary School, has submitted a resignation in order to accept the Central Registration Specialist position. The last day for this assignment will be July 31, 2023.

Riley Bersaw - ACES Child Care Assistant at Washington Elementary School, has submitted a resignation. The last day of employment will be August 18, 2023.

Madison Cleverly - ACES Child Care Assistant Substitute has submitted a resignation. The last day of employment will be August 18, 2023.

Myastina Etter - ACES Child Care Assistant at Franklin Elementary School, has submitted a resignation. The last day of employment will be August 18, 2023.

Asher Giersdorf - Custodian Engineer, at Lincoln Community Center, has submitted a resignation. The last day of employment will be July 31, 2023.

Alyssa Hatlestad - ACES Student Support Assistant at Washington Elementary School, has submitted a resignation. The last day of employment will be July 27, 2023. She will continue as a Substitute Teacher for the District.

Christy Herrick - Non-Classroom (Playground) Paraeducator at Jefferson Elementary School, has submitted a resignation. The last day for this assignment will be June 7, 2023. She will continue as a Substitute Teacher for the District.

Whitney Jackson - ACES Child Care Assistant at Washington Elementary School, has submitted a resignation. The last day of employment will be August 11, 2023.

Alexander MacLean - ACES Child Care Assistant at Washington Elementary School, has submitted a resignation. The last day of employment will be August 18, 2023.

Amy Malvin - Non-Classroom (Lunchroom) at Dakota Meadows Middle School, has submitted a resignation. The last day of employment will be June 7, 2023.

Tallon Mickley - ACES Child Care Assistant at Washington Elementary School, has submitted a resignation. The last day of employment will be August 18, 2023.

Pluwo Ojullu - Special Education Paraeducator and Health & Wellness Paraeducator at Dakota Meadows Middle School and ESY Summer Program, has submitted a resignation. The last day of employment will be July 20, 2023.

Krystal Olson - Special Education Paraeducator at Dakota Meadows Middle School, has submitted a resignation. The last day of employment will be June 7, 2023.

Britta Petersen - ACES Child Care Assistant at Franklin Elementary School, has submitted a resignation. The last day of employment will be August 18, 2023.

Niki Post - Student Success Coach at East High School, has submitted a resignation. The last day of employment will be June 2, 2023.

Cheresa Puhmann - Early Learning Paraeducator at the Family Learning Center, has submitted a resignation. The last day of employment will be May 19, 2023.

Leia Rutz - ACES Child Care Assistant at Hoover Elementary School, has submitted a resignation. The last day of employment will be August 11, 2023.

Deena Schuster - ACES Child Care Assistant at Franklin Elementary School, has submitted a resignation. The last day of employment will be July 28, 2023.

Trey Satre - ACES Child Care Assistant at Washington Elementary School, has submitted a resignation. The last day of employment will be August 9, 2023.

Ashley Smook - ACES Child Care Assistant at Franklin Elementary School, has submitted a resignation. The last day of employment will be August 18, 2023.

Alexia Thomas - ACES Student Support Assistant at Franklin Elementary School, has submitted a resignation. The last day for this assignment will be August 18, 2023. She will continue as Special Education Paraeducator at Franklin Elementary School.

Deondre Thomas - ACES Child Care Assistant at Washington Elementary School, has submitted a resignation. The last day for this assignment will be August 9, 2023. He will continue as a Coach for the District.

Karen Zielske - Special Education Paraeducator at Bridges Community School, has submitted a resignation. The last day of employment will be June 7, 2023.

#### TERMINATION/NON-RENEWAL (NON-INSTRUCTIONAL)

Due to the uncertainty of funding, restructuring, and budget reductions and in accordance with employment contracts, the administration recommends that the employment of the following employees be terminated at the end of the 2022-23 school year.

Laycon Robinson - Adjust end date to July 20, 2023, as Special Education Paraeducator at Dakota Meadows Middle School and ESY Special Education Paraeducator.

#### TERMINATION (NON-Instructional)

Conner Bridges - ACES Child Care Assistant at Franklin Elementary School, effective August 8, 2023.

#### Addendum

#### APPOINTMENTS (NON-AFFILIATED)

Brittany Goossen - Central Registration Specialist with the District beginning September 1, 2023. This is a full-time, 12-month, Non-affiliated position with an annual salary of \$48,000.00 prorated to \$39,877.92 for 216 days for 2023-24. She will be eligible for Category II benefits.

#### APPOINTMENTS (INSTRUCTIONAL)

Cynthia Cerda-Lopez - Full-time (1.00 FTEs) 2nd Grade Teacher at Washington Elementary School beginning August 21, 2023, for the 2023-24 school year. She will be placed at step 2 of the B lane on the Teachers Association salary schedule.

Renae Danberry - Full-time (1.00 FTEs) Chemical Health Counselor for the District beginning August 21, 2023, for the 2023-24 school year. She will be placed at step 10 of the B lane on the Teachers Association salary schedule.

Kelli Hollerich - Full-time (1.00 FTEs) 5th Grade Teacher at Washington Elementary School beginning August 28, 2023, for the 2023-24 school year. She will be placed at step 2 of the B lane on the Teachers Association salary schedule.

Keira Luntsford - Part-time (0.867 FTEs) Elementary Music Teacher at Hoover Elementary School beginning August 28, 2023, for the 2023-24 school year. She will be placed at step 5 of the B lane on the Teachers Association salary schedule.

Austin Pinke - Full-time (1.00 FTEs) Social Emotional Learning (SEL) Teacher at Dakota Meadows Middle School beginning August 21, 2023, for the 2023-24 school year. He will be placed at step 6 of the B+30 lane on the Teachers Association salary schedule, contingent upon obtaining licensure.

Paola Rodeback - Full-time (1.00 FTEs) Spanish Teacher at Prairie Winds Middle School beginning August 21, 2023, for the 2023-24 school year. She will be placed at step 5 of the M lane on the Teachers Association salary schedule.

Elta Sparks - Full-time (1.00 FTEs) Reading Intervention Teacher at Futures beginning August 21, 2023, for the 2023-24 school year. She will be placed at step 7 of the B lane on the Teachers Association salary schedule.

Jennifer Wade - Long-term Substitute Teacher for Mary Willette at East High School beginning August 21 and ending December 14, 2023. She will be placed at step 1 of the B lane on the Teachers Association salary schedule.

#### APPOINTMENTS (NON-INSTRUCTIONAL)

Jennifer Niles - Adjust start date to August 28, 2023, as Clerical Assistant/POS Operator at Franklin Elementary School.

Samuel Pratt - Special Education Paraeducator at Franklin Elementary School for 6.5 hours per day/3 days per week (T/W/F) beginning September 7, 2023. He 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 his ACES Site Lead assignment at Franklin Elementary School.

#### CONTRACT ADJUSTMENTS (INSTRUCTIONAL)

Kristin Baty - Increase in assignment as Elementary Music Teacher at Jefferson Elementary and Rosa Parks Elementary Schools from 0.933 FTEs to 1.00 FTEs beginning August 28, 2023, for the 2023-24 school year.

Theresa Calsbeek - Increase in assignment as Title I Intervention Teacher from 0.45 FTEs at Franklin Elementary School to 0.70 FTEs at Jefferson Elementary School beginning August 28, 2023, for the 2023-24 school year.

Russell Groebner - Increase in assignment as English Language Arts Teacher at West High School from 1.00 FTEs to 1.083 FTEs beginning August 28, 2023, for the first semester of the 2023-24 school year.

Laura Januschka Blasing - Increase in assignment as English Language Arts Teacher at West High School from 1.00 FTEs to 1.083 FTEs beginning January 22, 2024, for the second semester of the 2023-24 school year.

Aaron Miller - Increase in assignment as Social Studies Teacher at West High School from 1.00 FTEs to 1.083 FTEs beginning August 28, 2023, for the first semester of the 2023-24 school year.

Joyce Petersen - Decrease in assignment as Reading Intervention Teacher at Rosa Parks Elementary School from 1.00 FTEs to 0.80 FTEs beginning August 28, 2023, for the 2023-24 school year.

Jacquelyn Peterson - Increase in assignment as English Language Arts Teacher at West High School from 1.00 FTEs to 1.083 FTEs beginning January 22, 2024, for the second semester of the 2023-24 school year.

Michelle L Peterson - Increase in assignment as English Language Arts Teacher at West High School from 1.00 FTEs to 1.083 FTEs beginning August 28, 2023, for the first semester of the 2023-24 school year.

Matthew Weichert - Increase in assignment as English Language Arts Teacher at West High School from 1.00 FTEs to 1.083 FTEs beginning August 28, 2023, for the first semester of the 2023-24 school year.

#### CONTRACT ADJUSTMENTS (NON-INSTRUCTIONAL)

Chastity Cheeseman - Change in assignment from Non-Classroom (Lunchroom) Paraeducator, classification B21, and Special Education Paraeducator, classification B21.5, to Special Education Paraeducator, classification B21.5, at Rosa Parks Elementary School for 6.25 hours per day/5 days per week beginning September 7, 2023. She will be compensated according to her place on the Minnesota School Employee Association salary schedule.

Jane Flintrop - Decrease in assignment as Student Success Coach at Prairie Winds Middle School from 6.75 hours per day/4 days per week (M/T/TH/F) to 6.5 hours per day/2 days per week (M/F), 3 hours per day/2 days per week (T/TH) and 2 hours per day/1 day per week (W) beginning September 7, 2023.

Alicia Jones - Change in assignment from Cook Helper to Second Cook at Prairie Winds Middle School for 8 hours per day/5 days per week beginning August 21, 2023. She will be placed at classification A13, step 5, in accordance with the agreement between the District and the Minnesota School Employee Association.

Jolene Studer - Change in assignment from Non-Classroom (Playground) Paraeducator, classification B21, to Special Education Paraeducator, classification B21, for 6.25

hours per day/5 days per week at Hoover Elementary School beginning September 7, 2023.

#### REQUESTS FOR LEAVE (INSTRUCTIONAL)

Angela Davis - Kindergarten Teacher at Washington Elementary School, has requested leave under the provisions of the Family Medical Leave Act beginning August 28 and returning to work on October 2, 2023.

Joy Visto - Mathematics Teacher at East High School, has requested leave under the provisions of the Family Medical Leave Act beginning November 27, 2023, and returning to work on January 22, 2024.

#### RESIGNATIONS (NON-INSTRUCTIONAL)

Jolene Beckel - Title I Intervention Paraeducator at Washington Elementary School, has submitted a resignation. The last day of employment will be June 1, 2023.

Samantha Bubalo - Special Education Paraeducator at West High School and with the ESY Summer Program, has submitted a resignation. The last day of employment will be July 19, 2023.

Theresa Calsbeek - Non-classroom (Playground) Paraeducator at Franklin Elementary School, has submitted a resignation. The last day of this assignment will be June 7, 2023. She will continue as Title I Intervention Teacher at Jefferson Elementary School.

Michelle Dardis - 6-Hour Custodian at Rosa Parks Elementary and the Early Childhood Center, has submitted a resignation. The last day of employment will be June 7, 2023.

Mark Dunn - ACES Child Care Assistant at Franklin Elementary School, has submitted a resignation. The last day of employment will be August 15, 2023.

Alona Erickson - Early Learning Paraeducator at Kennedy Elementary School, has submitted a resignation. The last day of employment will be May 25, 2023.

Hezekyah Flowers - Special Education Paraeducator and Non-classroom (Playground) Paraeducator at Franklin Elementary School, has submitted a resignation. The last day of employment will be June 7, 2023.

Brittany Goossen - Attendance/Assistant Principal Secretary at Prairie Winds Middle School, has submitted a resignation in order to accept the Central Registration Specialist position. The last day for this assignment will be August 31, 2023.

Lydia Grabau - Special Education Paraeducator at Prairie Winds Middle School, has submitted a resignation. The last day of employment will be June 7, 2023.

Cassidy Hartmann - Special Education Paraeducator at Prairie Winds Middle School and the ESY Summer Program, has submitted a resignation. The last day of employment will be July 20, 2023.

Nathan Larson - Non-classroom (Playground) Paraeducator at Rosa Parks Elementary School, has submitted a resignation. The last day of employment will be June 7, 2023.

Riley Lowe - ACES Child Care Assistant at Franklin Elementary School, has submitted a resignation. The last day of employment will be August 18, 2023.

Dylan Mees - ACES Child Care Assistant at Eagle Lake Elementary School, has submitted a resignation. The last day of employment will be August 18, 2023.

Fred Prewitt - Warehouse Clerk at Northport, has submitted a resignation. The last day of employment will be August 25, 2023.

Elizabeth Rossow - ACES Site Lead at Washington Elementary School, has submitted a resignation. The last day of employment will be August 18, 2023.

Luke Scheel - ACES Child Care Assistant at Franklin Elementary School, has submitted a resignation. The last day of employment will be August 18, 2023.

Katherine Sexton - Health & Wellness Paraeducator at West High School and Special Education Paraeducator with the ESY Summer Program, has submitted a resignation. The last day of employment will be July 20, 2023.

Jaymes Sorensen - Non-classroom (Playground) Paraeducator at Jefferson Elementary School, has submitted a resignation. The last day for this assignment will be June 7, 2023. He will continue as Building Technology Assistant at West High School.

Sonja Sowders - Non-classroom (Playground) Paraeducator at Jefferson Elementary School, has submitted a resignation. The last day of employment will be June 7, 2023.

Kenneth Watson - ACES Child Care Assistant at Eagle Lake Elementary School, has submitted a resignation. The last day of employment will be August 18, 2023.

#### TERMINATION/NON-RENEWAL (NON-INSTRUCTIONAL)

Due to the uncertainty of funding, restructuring, and budget reductions and in accordance with employment contracts, the administration recommends that the employment of the following employees be terminated at the end of the 2022-23 school year, effective June 7, 2023.

Emily Edel - Special Education Paraeducator at West High School.

#### Board Member School Assignments for 2023-24 as follows:

|                                                                                                   |                                                                                                             |
|---------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|
| <u>Patrick Baker</u><br>Franklin Elementary School<br>Central High/Freedom/PEEK School<br>Futures | <u>Liz Ratcliff</u><br>Dakota Meadows Middle School<br>Monroe Elementary School<br>MAPS Center for Learning |
|---------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|

|                                                                                                                      |                                                                                           |
|----------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
| <u>Kari Pratt</u><br>East High School<br>Washington Elementary School                                                | <u>Kristi Schuck</u><br>Hoover Elementary School<br>Rosa Parks Elementary School          |
| <u>Erin Roberts</u><br>Kennedy Elementary School<br>Bridges Community School<br>INSITE                               | <u>Christopher Kind</u><br>Roosevelt Elementary School<br>West High School<br>SUN Program |
| <u>Shannon Sinning</u><br>Prairie Winds Middle School<br>Jefferson Elementary School<br>Eagle Lake Elementary School |                                                                                           |

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

Community Bank donated \$300 for Mankato Area Public Schools FFA Program

AMCOR donated Backpacks and Supplies (\$500 value) for Mankato Area Public Schools

Consolidated Communication donated \$2,000 for West High Hockey Program

Larson Farms donated \$5,000 for Mankato West Football Program

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

School Districts are required to discuss the levy and budget at a regularly scheduled board meeting and allow the public to speak. The meeting to discuss the levy and budget can take place at any point after November 24<sup>th</sup> but before the final levy is adopted. The meeting must take place at 6:00 p.m. or later. The district can adopt the final levy at the same meeting they allow the public to speak. The date of the regularly scheduled board meeting at which the levy and budget will be discussed must be announced at the board meeting when the proposed property tax levy is certified and also included in the summary of these proceedings published in the official newspaper of the district. The date of the board meeting where the levy and budget will be discussed must also be provided to the district's home county auditor for inclusion on the Truth in Taxation notices to be sent to property owners. The Payable 2024 Tax Levy provides property tax revenue for the 2024-25 school year. A motion was made by Mr. Baker and seconded by Mrs. Pratt to establish the hearing dates as follows. The motion carried on a 7-0 voice vote.

Hearing Date - 12/05/23 (Tuesday) - 6:00 p.m.

Subsequent Hearing Date (Levy Action) - 12/18/23 (Monday) - 5:30 p.m.

The U.S. Department of Agriculture (USDA) has established minimum price requirements for adult paid school meals. Student breakfast and lunch for 2023-24 will be served at no charge. This is due to the Minnesota Free School Meals for Kids Program that was passed and signed on March 17, 2023. This includes one breakfast and one lunch per student. Additional milk, entrees and ala carte items will need to be purchased with lunch account funds. The prices for 2023-2024 are as follows:

| ITEM DESCRIPTION              | 2020-21<br>PRICING | 2021-22<br>PRICING | 2022.23<br>PRICING | 2023-24<br>PRICING | INCREASE |
|-------------------------------|--------------------|--------------------|--------------------|--------------------|----------|
| Elementary Paid K-5           | \$0                | \$0                | \$2.45             | \$0                | -0-      |
| Middle/Secondary Paid<br>6-12 | \$0                | \$0                | \$2.75             | \$0                | -0-      |
| Adult                         | \$4.15             | \$3.95             | \$4.95             | \$5.00             | \$0.05   |
| Ala Carte Milk per ½ pint     | \$0.35             | \$0.35             | \$0.40             | \$0.40             | -0-      |
| Reduced Lunch K-12            | -0-                | -0-                | -0-                | -0-                | -0-      |
|                               |                    |                    |                    |                    |          |
| Kindergarten                  | -0-                | -0-                | -0-                | -0-                | -0-      |
| Elementary Paid               | \$0                | \$0                | \$1.10             | \$0                | -0-      |
| Secondary Paid                | \$0                | \$0                | \$1.15             | \$0                | -0-      |
| Adult                         | \$2.40             | \$1.95             | \$2.25             | \$2.25             | -0-      |
| Reduced Breakfast K-12        | -0-                | -0-                | -0-                | -0-                | -0-      |
|                               |                    |                    |                    |                    |          |

A motion was made by Mrs. Pratt and seconded by Mr. Kind to establish 2023-24 school year adult meal prices. The motion carried on a 7-0 voice vote.

Except for Bridges Community School, student enrollment in MAPS schools is based on address. MAPS has Board-adopted school boundaries that identify the elementary, middle and high school boundaries within the entire school district. Enrollments and building capacities are monitored on a continual basis. The new apartment building by the downtown Cub Foods is nearly complete, and has been slated to become part of the Jefferson attendance boundary (labeled A on the attached map). Jefferson is our smallest elementary school and can easily handle the anticipated increased enrollment from the apartment complex. Current attendance maps have the property in the Roosevelt school boundary area. In addition, over the last several years there have been three additional boundary adjustments that have been made to address building capacity and class sizes at Washington. Students that are residing within these three areas (labeled B,C, and D on the attached map) are already attending

their new boundary school. Currently, students in boundary area B and C attend Kennedy and students in boundary area D attend Franklin. By approving these boundary adjustments the district will be able to accurately reflect these changes in our transportation and student information systems. Ms. Schuck made a motion to approve the boundary adjustments. The motion was seconded by Mrs. Ratcliff and carried on a 7-0 roll call vote.

Mr. Kind made a motion to approve the resolution calling the School District Special Election (see pages \_\_\_\_\_). The motion was seconded by Ms. Schuck and carried on a 7-0 roll call vote.

Ms. Schuck made a motion to approve the resolution establishing combined polling places for the Special Election (see pages \_\_\_\_\_). The motion was seconded by Mr. Baker and carried on a 7-0 roll call vote.

Mrs. Pratt made a motion to approve the resolution entering an agreement with Blue Earth County for Election Services (see pages \_\_\_\_\_). The motion was seconded by Mr. Baker and carried on a 7-0 roll call vote.

There being no further business to consider, Ms. Schuck moved and Mr. Kind seconded, that the meeting be adjourned. The meeting was declared adjourned at 7:10 p.m., on a 7-0 voice vote.

Clerk \_\_\_\_\_

Attest:

Chairperson \_\_\_\_\_

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

August 21, 2023

The School Board of Independent School District No. 77 met in regular session on Monday, August 21, in the Mankato Room at the Intergovernmental Center. Chair Sinning called the meeting to order at 5:00 p.m. Members present at roll call: Patrick Baker, Christopher Kind, Kari Pratt, Liz Ratcliff, Erin Roberts, Kristi Schuck and Shannon Sinning. Absent: None.

1. Schuck/Baker approval of agenda with personnel addendum. 7-0
2. Special Recognition - Greater Mankato United Way
3. Open Forum - John Wicklund and Erin Simmons wished to speak.
4. Information: Summer Programming Report, First Reading of Policies, Superintendent Evaluation, Board Member Reports.
5. Baker/Kind approval of Consent agenda Items: approval of Minutes of July 17, 2023, regular meeting; approval of August bills; approval of Personnel; board member school assignments for 2023-24. 7-0
6. Schuck/Ratcliff acceptance of gifts and grants. 7-0
7. Baker/Pratt approval of payable 2024 tax levy hearing dates. 7-0
8. Pratt/Kind approval of revised 2023-24 adult breakfast/lunch prices. 7-0
9. Schuck/Ratcliff approval of district boundary adjustments. 7-0
10. Kind/Schuck adoption of Resolution Calling the School District Special Election. 7-0
11. Schuck/Baker adoption of Resolution Establishing Combined Polling Places. 7-0
12. Pratt/Baker adoption of Resolution entering Agreement with Blue Earth County for Election Services. 7-0
13. Schuck/Kind adjournment at 7:10 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](http://www.isd77.org).

## CERTIFICATION OF MINUTES RELATING TO SPECIAL ELECTION

Issuer: Independent School District No. 77 (Mankato Area Public Schools), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held on August 21, 2023 at 5:00 p.m. in the Mankato Room.

Members present:

Members absent:

Documents attached:

Minutes of said meeting (including):

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF  
ISSUING GENERAL OBLIGATION BONDS AND CALLING A SPECIAL  
ELECTION THEREON

I, the undersigned, being the duly qualified and acting recording officer of the public corporation referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on August 21, 2023.

---

School District Clerk

Member \_\_\_\_\_ introduced the following resolution and moved its adoption, which motion was seconded by Member \_\_\_\_\_:

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF  
ISSUING GENERAL OBLIGATION BONDS AND CALLING A SPECIAL  
ELECTION THEREON

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 77 (Mankato Area Public Schools), Minnesota (the School District) as follows:

It is hereby found, determined and declared as follows:

1. The Board has investigated the facts and does hereby find, determine and declare that it is necessary and expedient pursuant to Minnesota Statutes, Chapter 475, to issue general obligation school building bonds:

- (a) in an amount not to exceed \$105,000,000 for acquisition and betterment of school sites and facilities including, but not limited to, safety and security improvements at buildings districtwide, improvements to support early childhood learning, a swimming pool addition in the west attendance area, and improvements to Mankato West High School; and
- (b) in an amount not to exceed \$15,000,000 for acquisition and betterment of school sites and facilities including, but not limited to, stadium facility improvements at Mankato East High School and Mankato West High School.

The question on the approval of the issuance of the bonds referenced in paragraph 1(a) shall be School District Question 1 on the School District ballot at the special election held to approve said authorization. The question on the approval of the issuance of the bonds referenced in paragraph 1(b) shall be School District Question 2 on the School District ballot at the special election held to approve said authorization. The passage of School District Question 2 shall be contingent on the passage of School District Question 1.

2. The projects described in paragraph 1 have been submitted to the Commissioner of Education of the State of Minnesota for Review and Comment. Said projects and such submission are hereby approved by this Board. The actions of the School District's administration in applying to the Minnesota Department of Education for the Commissioner's Review and Comment and taking such other actions as necessary to comply with the provisions of Minnesota Statutes, Section 123B.71, as amended, are hereby directed, authorized, approved and ratified in all respects. The Board's determination to hold the election to authorize the issuance of the Bonds is contingent upon receiving: (a) a favorable Review and Comment; or (b) an unfavorable review and comment subject to the Board's reconsideration, by resolution, of construction of the projects and the Board's determination to proceed with such construction and approval by 60 percent of the voters voting in the election to approve the issuance of the Bonds, pursuant to Minnesota Statutes, Section 123B.70, Subdivision 4. When the Commissioner's Review and Comment is received, the Clerk is authorized and directed to publish a summary of

the Review and Comment in a legal newspaper of general circulation in the School District not less than forty-eight (48) nor more than sixty (60) days before the special election date and the School District will hold a public meeting on the Review and Comment prior to the date of the election.

3. The questions on the issuance of the Bonds shall be submitted to the qualified electors of the School District at a special election, which is hereby called and directed to be held on Tuesday, November 7, 2023, between the hours of 7:00 a.m. and 8:00 p.m.

4. The School District's combined polling places and the precincts served by the polling places, as established and designated by resolution of the Board pursuant to Minnesota Statutes, Section 205A.11, are hereby designated for this special election.

5. The Clerk is hereby authorized and directed to cause written notice of the special election to be: (a) provided to the County Auditor at least seventy-four (74) days before the date of the special election; (b) provided to the Commissioner of Education at least seventy-four (74) days before the date of the special election; (c) posted at the administrative offices of the School District, for public inspection, at least ten (10) days before the date of the special election; and (d) published in the official newspaper of the School District once each week for at least two consecutive weeks, with the last publication being at least one week before the date of the special election. The Notice of Special Election shall be prepared in substantially the following form:

[The remainder of this page is intentionally left blank]

**NOTICE OF SPECIAL ELECTION  
INDEPENDENT SCHOOL DISTRICT NO. 77  
(MANKATO AREA PUBLIC SCHOOLS), MINNESOTA**

NOTICE IS HEREBY GIVEN that a special election has been called and will be held in and for Independent School District No. 77 (Mankato Area Public Schools), Minnesota, on November 7, 2023, between the hours of 7:00 a.m. and 8:00 p.m. to vote on the following questions:

**School District Question 1  
Approval of School Building Bonds**

Shall the board of Independent School District No. 77 (Mankato Area Public Schools), Minnesota be authorized to issue general obligation school building bonds in an amount not to exceed \$105,000,000 for acquisition and betterment of school sites and facilities including, but not limited to, safety and security improvements at buildings districtwide, improvements to support early childhood learning, a swimming pool addition in the west attendance area, and improvements to Mankato West High School?

**BY VOTING “YES” ON THIS BALLOT QUESTION, YOU ARE VOTING FOR  
A PROPERTY TAX INCREASE**

**School District Question 2  
Approval of School Building Bonds**

If School District Question 1 is approved, shall the board of Independent School District No. 77 (Mankato Area Public Schools), Minnesota be authorized to issue general obligation school building bonds in an amount not to exceed \$15,000,000 for acquisition and betterment of school sites and facilities including, but not limited to, stadium facility improvements at Mankato East High School and Mankato West High School?

**BY VOTING “YES” ON THIS BALLOT QUESTION, YOU ARE VOTING FOR  
A PROPERTY TAX INCREASE**

The polling places and precincts served by the polling places for the special election will be as follows:

**Combined Polling Places and Precincts Served:**

**COMBINED POLLING PLACE A:** Hillside Church  
502 S. Victory Drive  
Mankato, Minnesota

This combined polling place serves all territory in Independent School District No. 77 located in the City of Mankato, Ward 1, Precincts 1 and 3; City of Mankato, Ward 5, Precincts 8 and 9; Decoria and Mankato Township (P1, P2, P3 and P4); Blue Earth County, Minnesota.

COMBINED POLLING PLACE B: Hosanna Church  
105 Hosanna Drive  
Mankato, Minnesota

This combined polling place serves all territory in Independent School District No. 77 located in the City of Mankato, Ward 1, Precinct 2; City of Mankato, Ward 2, Precincts 4, 5 and 6; Lime Township in Blue Earth County; and Kasota Township in Le Sueur County, Minnesota.

COMBINED POLLING PLACE C: Bethel Baptist Church  
1250 Monks Avenue  
Mankato, Minnesota

This combined polling place serves all territory in Independent School District No. 77 located in the City of Mankato, Ward 3, Precincts 11, 12 and 13; City of Mankato, Ward 4, Precinct 15; City of Mankato, Ward 5, Precinct 10; Rapidan Township; Blue Earth County, Minnesota.

COMBINED POLLING PLACE D: St. Joseph the Worker  
423 W. Seventh Street  
Mankato, Minnesota

This combined polling place serves all territory in Independent School District No. 77 located in the City of Mankato, Ward 2, Precinct 7; City of Mankato, Ward 4, Precincts 14, 16, and 17; City of Skyline; Judson (P1) and South Bend Townships; and Blue Earth County North Mankato Mail Ballot; Blue Earth County, Minnesota.

COMBINED POLLING PLACE E: Eagle Lake City Hall  
705 Parkway Avenue  
Eagle Lake, Minnesota

This combined polling place serves all territory in Independent School District No. 77 located in the City of Eagle Lake and LeRay Township; Blue Earth County, Minnesota.

COMBINED POLLING PLACE F: Madison Lake Community Center  
525 Main Street  
Madison Lake, Minnesota

This combined polling place serves all territory in Independent School District No. 77 located in the City of Madison Lake and Jamestown Township; Blue Earth County, Minnesota.

COMBINED POLLING PLACE G: St. Paul's Lutheran

304 Monroe Avenue  
North Mankato, Minnesota

This combined polling place serves all territory in Independent School District No. 77 located in the City of North Mankato Precincts 1 and 2; Nicollet County Mankato Mail Ballot; Nicollet County, Minnesota.

COMBINED POLLING PLACE H: River Ridge Evangelical Free Church  
354 Carol Court  
North Mankato, Minnesota

This combined polling place serves all territory in Independent School District No. 77 located in the City of North Mankato Precincts 3 and 4; Nicollet County, Minnesota.

COMBINED POLLING PLACE I: Fire Station #2  
1825 Howard Drive  
North Mankato, Minnesota

This combined polling place serves all territory in Independent School District No. 77 located in the City of North Mankato Precinct 5, 6 and 7; and Belgrade, Nicollet and Oshawa Townships; Nicollet County, Minnesota.

All qualified electors residing in the School District may cast their ballots at the polling places listed above during the polling hours specified above.

A voter must be registered to vote to be eligible to vote in the special election. Unregistered individuals may register to vote at the polling places on Election Day.

Dated: August 21, 2023.

BY ORDER OF THE SCHOOL BOARD

/s/ \_\_\_\_\_, Clerk

6. The Clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this special election. If an optical scan voting system is being used, the Clerk shall comply with the laws and rules governing the procedures and requirements for optical scan voting systems. The Clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this special election and generally to cooperate with election authorities conducting any other elections on that date. The Clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with other elections, including entering into agreements with appropriate municipal and county officials regarding preparation and distribution of ballots or ballot cards, election administration, and cost sharing.

7. The Clerk is authorized and directed to cause a printed ballot for the questions to be prepared in accordance with Minnesota Statutes, Section 205A.08, Subdivision 5 and the rules of the secretary of state for use at the special election. If an optical scan voting system is being used, the Clerk shall cause official ballots to be printed according to the format of ballots for optical scan voting systems provided by the laws and rules governing optical scan voting systems. The Clerk is further authorized and directed to cause a sample ballot to be posted in the administrative offices of the School District, for public inspection, at least four (4) days before the date of the special election and to cause two sample ballots to be posted at each polling place on the date of the special election and to cooperate with the proper election officials to cause ballots or ballot cards to be prepared for use at said election. The ballot shall be in substantially the following form, with such changes in form and instructions as may be necessary to accommodate the use of an optical scan voting system:

[The remainder of this page is intentionally left blank]

**Special Election Ballot  
School District Ballot  
Independent School District No. 77  
(Mankato Area Public Schools), Minnesota**

**November 7, 2023**

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**Instructions to Voters**

To vote, completely fill in the oval(s) next to your choice(s) like this: 

---

To vote for a question, fill in the oval next to the word "Yes" for that question.

To vote against a question, fill in the oval next to the word "No" for that question.

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**School District Question 1  
Approval of School Building Bonds**

-  **YES** Shall the board of Independent School District No. 77 (Mankato Area Public Schools), Minnesota be authorized to issue general obligation school building bonds in an amount not to exceed \$105,000,000 for acquisition and betterment of school sites and facilities including, but not limited to, safety and security improvements at buildings districtwide, improvements to support early childhood learning, a swimming pool addition in the west attendance area, and improvements to Mankato West High School?
-  **NO**

**BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING  
FOR A PROPERTY TAX INCREASE**

**School District Question 2  
Approval of School Building Bonds**

-  **YES** If School District Question 1 is approved, shall the board of Independent School District No. 77 (Mankato Area Public Schools), Minnesota be authorized to issue general obligation school building bonds in an amount not to exceed \$15,000,000 for acquisition and betterment of school sites and facilities including, but not limited to, stadium facility improvements at Mankato East High School and Mankato West High School?
-  **NO**

**BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING**

**FOR A PROPERTY TAX INCREASE**

(Reverse side of ballot)

OFFICIAL BALLOT

November 7, 2023

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Judge

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Judge

(The ballot is to be initialed by two judges)

8. If the School District will be contracting to print the ballots for this special election, the Clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer shall, upon request, furnish in accordance with Minnesota Statutes, Section 204D.04 a sufficient bond, letter of credit or certified check acceptable to the Clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The Clerk shall set the amount of the bond, letter of credit or certified check in an amount equal to the value of the purchase.

9. The Clerk shall prepare and have ready for use absentee ballots at least forty-six (46) days before the special election in accordance with Minnesota Statutes, Section 204B.35, Subdivision 4.

10. As required by Minnesota Statutes, Section 203B.121, the Board hereby establishes a ballot board to process, accept and reject absentee ballots at school district elections not held on the day of a statewide election and generally to carry out the duties of a ballot board as provided by Minnesota Statutes, Section 203B.121 and other applicable laws. The ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots. The ballot board may include deputy county auditors and deputy city clerks who have received training in the processing and counting of absentee ballots. The clerk or the clerk's designee is hereby authorized and directed to appoint the members of the ballot board. The clerk or the clerk's designee shall establish, maintain and update a roster of members appointed to and currently serving on the ballot board and shall report to the Board from time to time as to its status. Each member of the ballot board shall be paid reasonable compensation for services rendered during an election at the same rate as other election judges; provided, however, if a staff member is already being compensated for regular duties, additional compensation shall not be paid for ballot board duties performed during that staff member's duty day.

11. The Board shall appoint election judges and alternates in accordance with Minnesota Statutes, Section 204B.21. The appointments will be made at least twenty-five (25) days before the special election.

12. Pursuant to Minnesota Statutes, Section 206.83, the Clerk shall provide for testing of the optical scan voting system within the fourteen (14) day period before the special election and shall cause notice of the time and place of the test to be published in the School District's official newspaper at least two (2) days before the test.

13. Pursuant to Minnesota Statutes, Section 206.85, Subdivision 1(6), the Clerk shall cause notice of the location of the counting center or the places where the ballots will be counted to be published in the School District's official newspaper at least once within the week before the special election and in the daily newspaper of widest circulation, if any, once on the day before the special election.

14. The special election shall be held and the returns made and canvassed in the manner prescribed by law and the Board shall meet on a date between the third day, November

10, 2023, and the tenth day, November 17, 2023, after the special election for the purpose of canvassing the results thereof.

15. Pursuant to Minnesota Statutes, Section 205A.07, Subdivision 3a, the Clerk is hereby instructed to notify the Commissioner of Education of the results of the special election and to provide the certified vote totals for the ballot questions in written form within fifteen (15) days after the results have been certified by the Board.

16. Pursuant to Minnesota Statutes, Section 211A.02, Subdivision 6, the Clerk is hereby instructed to make any campaign finance reports filed with the Clerk by campaign committees within seven (7) days after the special election available on the School District's web site as soon as possible, but no later than thirty (30) days after receipt of any such report. The Clerk is further instructed to provide the Campaign Finance and Public Disclosure Board with a link to the section of web site where such reports are made available. Such reports must remain available on the web site for four (4) years from the date first posted.

17. To the extent any of the duties and responsibilities of the School District outlined herein are to be performed by Blue Earth County pursuant to an agreement (the Agreement) by and between the School District and Blue Earth County, Minnesota (the County), this Board hereby authorizes the County to undertake and perform such duties and responsibilities on behalf of the School District in accordance with the Agreement.

Upon vote being taken thereon, the following voted in favor thereof

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

RESOLUTION ESTABLISHING COMBINED POLLING PLACES  
FOR CERTAIN MULTIPLE PRECINCTS AND  
DESIGNATING HOURS DURING WHICH THE POLLING  
PLACES WILL REMAIN OPEN FOR VOTING  
FOR SCHOOL DISTRICT ELECTIONS NOT HELD  
ON THE DAY OF A STATEWIDE ELECTION

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

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for school district elections are those precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The board hereby confirms those precincts and polling places so established by those municipalities.

2. Pursuant to Minnesota Statutes, Section 205A.11, the board may establish a combined polling place for several precincts for school elections not held on the day of a statewide election. Each combined polling place must be a polling place that has been designated by a county or municipality. The following combined polling places are established to serve the precincts specified for all school district special and general elections not held on the same day as a statewide election:

COMBINED POLLING PLACE A: Hillside Church  
502 S. Victory Drive  
Mankato, Minnesota

This combined polling place serves all territory in Independent School District No. 77 located in the City of Mankato, Ward 1, Precincts 1 and 3; City of Mankato, Ward 5, Precincts 8 and 9; Decoria and Mankato Township (P1, P2, P3 and P4); Blue Earth County, Minnesota.

COMBINED POLLING PLACE B: Hosanna Church  
105 Hosanna Drive  
Mankato, Minnesota

This combined polling place serves all territory in Independent School District No. 77 located in the City of Mankato, Ward 1, Precinct 2; City of Mankato, Ward 2, Precincts 4, 5 and 6; Lime Township in Blue Earth County; and Kasota Township in Le Sueur County, Minnesota.

COMBINED POLLING PLACE C: Bethel Baptist Church  
1250 Monks Avenue  
Mankato, Minnesota

This combined polling place serves all territory in Independent School District No. 77 located in the City of Mankato, Ward 3, Precincts 11, 12 and 13; City of Mankato, Ward 4, Precinct 15; City of Mankato, Ward 5, Precinct 10; Rapidan Township; Blue Earth County, Minnesota.

COMBINED POLLING PLACE D: St. Joseph the Worker  
423 W. Seventh Street  
Mankato, Minnesota

This combined polling place serves all territory in Independent School District No. 77 located in the City of Mankato, Ward 2, Precinct 7; City of Mankato, Ward 4, Precincts 14, 16, and 17; City of Skyline; Judson (P1) and South Bend Townships; and Blue Earth County North Mankato Mail Ballot; Blue Earth County, Minnesota.

COMBINED POLLING PLACE E: Eagle Lake City Hall  
705 Parkway Avenue  
Eagle Lake, Minnesota

This combined polling place serves all territory in Independent School District No. 77 located in the City of Eagle Lake and LeRay Township; Blue Earth County, Minnesota.

COMBINED POLLING PLACE F: Madison Lake Community Center  
525 Main Street  
Madison Lake, Minnesota

This combined polling place serves all territory in Independent School District No. 77 located in the City of Madison Lake and Jamestown Township; Blue Earth County, Minnesota.

COMBINED POLLING PLACE G: St. Paul's Lutheran  
304 Monroe Avenue  
North Mankato, Minnesota

This combined polling place serves all territory in Independent School District No. 77 located in the City of North Mankato Precincts 1 and 2; Nicollet County Mankato Mail Ballot; Nicollet County, Minnesota.

COMBINED POLLING PLACE H: River Ridge Evangelical Free Church  
354 Carol Court  
North Mankato, Minnesota

This combined polling place serves all territory in Independent School District No. 77 located in the City of North Mankato Precincts 3 and 4; Nicollet County, Minnesota.

COMBINED POLLING PLACE I: Fire Station #2  
1825 Howard Drive  
North Mankato, Minnesota

This combined polling place serves all territory in Independent School District No. 77 located in the City of North Mankato Precinct 5, 6 and 7; and Belgrade, Nicollet and Oshawa Townships; Nicollet County, Minnesota.

3. Pursuant to Minnesota Statutes, Section 205A.09, the polling places will remain open for voting for school district elections not held on the same day as a statewide election between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.

4. The clerk is directed to file a certified copy of this resolution with the county auditors of each of the counties in which the school district is located, in whole or in part, within 30 days after its adoption.

5. As required by Minnesota Statutes, Section 204B.16, Subdivision 1a. the clerk is hereby authorized and directed to give written notice of new polling place locations to all registered voters in the school district whose school district polling place locations have been changed. The notice must be a nonforwardable notice mailed at least twenty-five (25) days before the date of the first election to which it will apply. A notice that is returned as undeliverable must be forwarded immediately to the appropriate County Auditor, who shall change the registrant's status to "challenged" in the statewide registration system.

This was brought to our School Board Meeting on August 21, 2023 and was approved to establish the above combined polling locations for 2023.

Date: \_\_\_\_\_

\_\_\_\_\_  
Chair

**AGREEMENT BETWEEN  
BLUE EARTH COUNTY and MANKATO AREA PUBLIC SCHOOLS (ISD 77)  
FOR ELECTION SERVICES**

This is an Agreement between the County of Blue Earth ("County") and the Mankato Area Public Schools Independent School District No. 77 ("School") for the provision of election services by Blue Earth County on behalf of the School. It is Joint Powers Agreement entered into pursuant to Minnesota Statutes, section 471.59.

1.     Duration

This Agreement will be in effect upon approval of the parties or August 21, 2023, whichever occurs later, and ends on December 31, 2023, and will apply to any and all School elections held during the duration of the Agreement.

2.     Renewal and Termination

This Agreement may be renewed for an additional period by written consent of the County and School. This Agreement may be terminated by either of the parties by 30 days' written notice to the remaining party. Upon termination of this Agreement, the County shall retain all equipment, software, property, supplies, and materials in its possession prior to the effective date of this Agreement, plus any equipment, software, property, supplies, and materials purchased by the County to provide the services under this Agreement. The School shall retain any equipment, software, property, supplies, and materials purchased by the School outside of this Agreement for any elections or elections-related tasks.

3.     County Responsibilities

Except as otherwise provided in this Agreement, the County will provide all services, equipment, and supplies required to perform election services on behalf of the School. The County will complete all election-related duties of the School under Minnesota election law, and other relevant state and federal laws, except for those duties specifically provided otherwise in this Agreement. A listing of services, equipment, and supplies is provided in Appendix A.

4.     School Responsibilities

The School will perform the election-related responsibilities provided in Appendix B. The list of responsibilities in Appendix B shall be considered exhaustive except in instances of a responsibility assigned specifically to the School Clerk or School Board by state or federal law.

5. Disputes

In the event of any dispute between the parties arising from the distribution of responsibilities under this Agreement or the services provided hereunder, each party shall, prior to seeking external sources of resolution of such dispute, escalate the dispute to a senior representative of such party, and such senior representatives shall use good faith efforts to resolve the dispute between them. The County and the School shall make good faith efforts to resolve any and all disputes as quickly as possible.

6. Upgrading or Replacing Voting Systems

The County assesses the need to upgrade or replace the required voting systems used by all jurisdictions for all elections. The County will attempt to continue the practice of annual invoicing for voting systems as is done countywide. The cost of upgrading or replacing voting systems is not included in this Agreement and will be the subject of a separate agreement. Voting systems for purposes of this Agreement includes, but are not limited to: polling place tabulators/scanners, assistive voting equipment, electronic rosters, and absentee ballot tabulators/scanners and the supporting software.

7. Special Elections and Recounts

The County will conduct all special elections required by law during the term of this Agreement.

8. Insurance

During the term of this Agreement, the County will maintain, through commercially available insurance or on a self-insured basis, property insurance coverage on the voting equipment it owns, for the repair or replacement of the voting equipment if damaged or stolen. The School agrees that if any School-owned election related property is damaged, lost, or stolen, except through neglect or malfeasance by the County, the School will replace the property at its own expense.

9. Indemnification

The County shall defend, indemnify, and hold harmless the School, its agents, elected officials, officers, and employees from all claims arising out of or in any manner attributed to any violation of federal, state or local law which may be breached, intentionally or otherwise, by the County in fulfilling the terms of this Agreement for services; and the County agrees to pay reasonable attorney's fees the School may incur in defending the School for any such acts or omissions on the part of the County.

The School shall defend, indemnify, and hold harmless the County, its agents, elected officials, officers, and employees from all claims arising out of or in any manner attributed to any violation of federal, state or local law which may be breached, intentionally or otherwise, by the School in fulfilling the terms of this Agreement for services; and the School agrees to pay reasonable attorney's fees the County may incur in defending the County for any such acts or omissions on the part of the School.

10. Legal Representation

The Blue Earth County Attorney 's Office will advise and represent the County in all election-related matters. The School's attorney or designee will advise and represent the School in all election-related matters and will advise the County on election-related matters specifically related to School referendum elections.

11. Election Costs and Payments

Payments to cover the costs incurred by the County in the performance of the provisions of this Agreement will be made by the County, except as otherwise provided in this Agreement and Appendix B.

The cost of election services provided by the County to the School under this Agreement shall be as follows: \$92,400 for calendar year 2023. This payment shall constitute the School's full cost for election services provided by the County under this Agreement, except for voting system costs and special expenses such as mass mailing, large-scale publication, or events as described elsewhere in this Agreement. Any other elections-related expenses and services not provided under this Agreement shall be the responsibility the School.

If the County determines, in consultation with the School, a mass mailing, large-scale publication, or special event is in the best interest of the School's voters, or such mailing, publication or event is required by state or federal law, the School shall be responsible for the actual cost for that mailing, publication, or event.

The County will submit an invoice payable within 30 days of receipt to the School for the cost of election services on an at least annual basis, as well as at the conclusion of any special mailing, publication, or event service provided by the County. The County may elect to divide the cost of election services into multiple invoices, the total of which shall not exceed the annual cost for the election services under this Agreement.

12. Independent Contractor

It is agreed that nothing in this Agreement is intended or should be construed as creating the relationship of agents, partners, joint ventures, or associates between the parties hereto or as constituting the County as the employee of the School for any purpose or in any manner whatsoever. The County is an independent contractor and neither its employees, agents, nor its representatives are employees of the School. From any amounts due the County, there shall be no deductions for federal income tax or FICA payments, nor for any state income tax, nor for any other purposes which are associated with an employer-employee relationship unless required by law. Payment of federal income tax, FICA payments, and state income taxes are the responsibility of the County.

13. Data Practices

All data created, collected, received, maintained, or disseminated for any purpose in the course of this Agreement is governed by the Minnesota Government Data Practices Act, any other applicable statute, or any rules adopted to implement the Act or statute, as well as federal statutes and regulations on data privacy.

14. Alteration

The provisions of this Agreement may be altered by mutual written consent of the County and the School. Any alteration, variation, modification, or waiver of the provisions of this Agreement shall be valid only after it has been reduced to writing and signed by both parties. Except as otherwise set forth in this Agreement, no failure to exercise, or delay in exercising, any rights, remedy, power or privilege arising from this Agreement will operate or be construed as a waiver, nor will any single or partial exercise of any right, remedy, power or privilege preclude any other or further exercise or the exercise of any other right, remedy, power or privilege.

15. Entire Agreement

This Agreement shall constitute the entire agreement between the parties and shall supersede all prior oral and written negotiations.

16. Severability

If any provision of this Agreement is determined to be invalid or unenforceable, in whole or in part, it shall in no way affect, impair, or invalidate any other provision of this Agreement, and the remaining provisions shall remain in full force and effect. To the extent that any such provision is found to be invalid, void, or otherwise unenforceable as written, the parties may revise it retroactively to the effective date so that it is enforceable to the greatest extent allowed by applicable law.

17. Natural Disaster

Parties shall not be liable or responsible for losses caused by interruption of service due to causes beyond its control, including, but not limited to, acts of God, equipment failure, power outages, inclement weather, and/or sabotage to the system.

18. Limitation of Liability

By the terms of this Agreement, a party does not waive any limitation of liability available to that party including, but not limited to, Minn. Stat. Chap. 466.

*(Remainder of this page intentionally left blank. Signature page to follow.)*

**SIGNATURES**

IN WITNESS THEREOF, the parties have subscribed their names as of the last date written below.

BLUE EARTH COUNTY

MANKATO AREA PUBLIC SCHOOLS (ISD 77)

By: \_\_\_\_\_  
Vance Stuehrenberg, Chair  
Blue Earth County Board of Commissioners

By: \_\_\_\_\_  
Shannon Sinning, Chair  
Mankato Area Public Schools (ISD 77)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Robert W. Meyer,  
Blue Earth County Administrator

By: \_\_\_\_\_  
Paul Peterson,  
Mankato Area Public Schools Superintendent

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**AGREEMENT BETWEEN  
BLUE EARTH COUNTY and MANKATO AREA PUBLIC SCHOOLS (ISD 77)  
FOR ELECTION SERVICES**

Appendix A:

County responsibilities under this Agreement include, but are not limited to:

1. Provide suitable office and warehouse space to conduct all election-related activities and for storage of election equipment and supplies;
2. Provide appropriately trained staff to carry out the duties specified in this Agreement and oversee said staff's performance;
3. Recruitment, training, and assignment of election judges, including supervision while serving, in addition to setting salaries and meal allowances in consultation with School;
4. Provide accurate list of election judges and hours worked to School to complete payroll functions;
5. Secure polling place sites and perform annual inspection of polling places to verify compliance with all state and federal accessibility requirements;
6. Operation, maintenance, testing, demonstration, storage, and technical support for voting systems;
7. Maintenance, storage, and replacement of voting stations for each polling place and for absentee voting purposes;
8. Prepare and transport voting systems, voting stations, and other election materials to and from each polling place;
9. Provide election forms, supplies, and other related materials for each polling place;
10. Conduct preliminary tests and public accuracy tests of voting systems;
11. Programming and layout of ballots;
12. Print adequate supply of ballots;
13. Compilation and reporting of election results and election statistics for dissemination to the appropriate canvassing boards and the public;
14. Conduct recounts for School offices and ballot questions;
15. Administer absentee and early voting;
16. Advise, as requested by School, on the preparation, posting, and publication of election notices and publications;
17. Provide election-related information on the County web site with reciprocal linking to the School's website;
18. Provide information and assistance on election laws and procedures to School officials, candidates, the news media, and the general public;
19. Analyze proposed state and federal laws on election-related matters to determine impact on the School;
20. Maintain a database and prepare maps of election district and precinct boundaries;
21. Retain election records for at least 22 months following each election, unless specifically requested in writing by School to transfer records for proper retention; and
22. Comply with Minnesota Government Data Practices Act and respond to requests for data.

**AGREEMENT BETWEEN  
BLUE EARTH COUNTY and MANKATO AREA PUBLIC SCHOOLS (ISD 77)  
FOR ELECTION SERVICES**

Appendix B:

School responsibilities under this Agreement include, and are limited to, except in instances of a responsibility assigned by state or federal law specifically to the School Board Clerk or School Board:

1. Designate a principal contact and a secondary contact for the County for coordination, execution, and application of this Agreement;
2. Assist the County with and provide clarification on School polling place boundaries and address questions as they relate to School resident voters and registration;
3. Assist the County in the location of polling places in District, including utilization of City-owned buildings outside the County and/or other facilities;
4. Assist the County in procurement and use of voting equipment from other governmental units, including responsibility for any costs to use such equipment;
5. Provide and approve the title and text of any School questions to be placed on the ballot, in compliance with state law requirements;
6. Approve the ballot to be used in the election;
7. Authorize County to coordinate programming, layout, and printing of ballots with appropriate vendors;
8. Provide information and assistance on any specific referendum election questions or impacts to School officials, candidates, the news media, and the general public;
9. Maintain election-related information on School's website as requested by County;
10. Provide recruitment and outreach assistance as requested by County for election judges, including but not limited to website, social media, and traditional media opportunities;
11. Approve roster of election judges and provide for appointment by the School Board;
12. Complete payroll and all human resource functions and tax/reporting requirements of election judges' payments for services;
13. Conduct District canvass of District election, file official canvass of election results following each District election, and maintain permanent record of results of each election;
14. Complete post-election notification of election results as required by state law;
15. Maintain and preserve any election records according to state laws and retention schedules;
16. Prepare and present to School Board any statutorily-required resolutions, including but not limited to: designation of polling places and appointment of absentee ballot board;
17. Prepare, post, and publish election notices and publications, and provide copies to County for reciprocal posting; and
18. Complete mailings, with assistance from County, as required by federal and state law specifically related to polling place changes and School referendum notifications.