



SOUTHERN PLAINS EDUCATION COOPERATIVE

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Sarah A. Mittelstadt, EdD
Executive Director

Dawn Becker
Business Manager

Southern Plains Education Cooperative Board Meeting

January 22, 2024

5:00 PM

1200 N. Park Street – Door 12

Fairmont, MN 56031

AGENDA

I. Call to Order:

Roll Call:

_____ Julie Laue (Clerk)

_____ Kyle Zierke (Chair)

_____ Jeff Scholl

_____ Mike Schrader (Vice Chair)

_____ Laura Koch

_____ Sarah Mittelstadt

II. Approval of Agenda:

A motion was offered by _____, seconded by _____, and carried to approve/disapprove the January 22, 2024 Board Agenda.

III. Recognition of Visitors:

IV. Election of Officers

Chair

Member _____ nominated _____ for Chair.

Member _____ nominated _____ for Chair.

Member _____ moved that the nominations cease and _____ be elected Chair on a unanimous ballot.

Member _____ seconded the motion. Motion carried/failed.

Vice Chair/Treasurer

Member _____ nominated _____ for Vice Chair.

Member _____ nominated _____ for Vice Chair.

Member _____ moved that the nominations cease and _____ be elected Vice Chair on a unanimous ballot.

Member _____ seconded the motion. Motion carried/failed.

Clerk

Member _____ nominated _____ for Clerk.

Member _____ nominated _____ for Clerk.

Member _____ moved that the nominations cease and _____ be elected Clerk on a unanimous ballot.

Member _____ seconded the motion. Motion carried/failed.

V. Reports:

- A.** Director
- B.** Assistant Director

VI. Approval of Prior Meeting Minutes:

A motion was offered by _____, seconded by _____, and carried to approve/disapprove the November 27, 2023 meeting minutes.

VII. Presentation of Bills/Finance

Check registers for 12/14/2023, 12/28/2023, and 01/11/2024 and wire transfers presented for approval.

A motion was offered by _____, seconded by _____, and carried to approve/disapprove the above check registers and wire transfers.

VIII. Personnel

A. Lane Changes

- 1. Marissa Naab, ALC Teacher
- 2. Megan Aust, PALS Teacher

A motion was offered by _____, seconded by _____, and carried to approve/disapprove the above personnel items.

IX. Action Items

A. Second Reading of Policies

- 1. 516.6 – Overdose Medication
- 2. 524 – Internet Acceptable use

A motion was offered by _____, seconded by _____, and carried to approve/disapprove the above annual review of policies with minimal or no changes.

B. Annual Review of Policies

- 1. Policy 110-Governance of the Cooperative
- 2. Policy 120-Services
- 3. Policy 410-Family and Medical Leave Policy
- 4. Policy 413-Harassment
- 5. Policy 414-Maltreatment Reporting
- 6. Policy 415-Mandated Reporting
- 7. Policy 506-SPEC Student Discipline
- 8. Policy 514-Bullying Prohibition
- 9. Policy 522-Unlawful Sex Discrimination
- 10. Policy 524-Internal Acceptance Use and Safety Policy
- 11. Policy 534-School Meals
- 12. Policy 616-School District System Accountability
- 13. Policy 806-Crisis Management Policy

A motion was offered by _____, seconded by _____, and carried to approve/disapprove the revisions to the above policies.

C. Resolution to accept Donations

Attachment

A motion was offered by _____, seconded by _____, and carried to approve/disapprove the resolution to accept donations.

D. Resolution to Reduce Programs/Staff 2023-2024

Attachment

_____ introduced a resolution and _____ seconded the resolution to direct administration to reduce programs.

_____ Julie Laue

_____ Kyle Zierke

_____ Jeff Scholl

_____ Mike Schrader

_____ Laura Koch

E. Approval for Signatures on School District Checks

A motion was offered by _____, seconded by _____, and carried to approve/disapprove Board Chair’s _____, and Board Clerk’s _____, signatures on school district checks.

F. Access to Bank Accounts

A motion was offered by _____, seconded by _____, and carried to approve/disapprove access to bank accounts for Business Manager, Dawn Becker; Accounting Specialist, Judy Berkland; and Director, Sarah Mittelstadt.

X. Next Meeting: Monday March 25, 2024 at 5:00 pm.

XI. Adjournment

A motion was offered by _____, seconded by _____, and carried to approve/disapprove adjourning the meeting at _____ p.m.

**Individuals wishing to address the board should notify the Director, Sarah Mittelstadt, with their name, the group they represent (if any), and the subject they wish to address at the meeting.*