



# SOUTHERN PLAINS EDUCATION COOPERATIVE

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**Sarah A. Mittelstadt, EdD**  
Executive Director

**Dawn Becker**  
Business Manager

## Southern Plains Education Cooperative Board Meeting

September 26, 2022

5:00 PM

1200 N. Park Street – Door 12

Fairmont, MN 56031

**AGENDA**

### I. Call to Order:

Roll Call:

\_\_\_\_\_ Julie Laue  
Fairmont Area Schools

\_\_\_\_\_ Wendi Russenberger  
Martin County West Schools

\_\_\_\_\_ Amy Maday  
Granada Huntley-East Chain Schools

\_\_\_\_\_ Kyle Zierke  
Blue Earth Area Schools

\_\_\_\_\_ Mike Schrader  
United South Central Schools

\_\_\_\_\_ Sarah Mittelstadt  
Director, SPEC

### II. Approval of Agenda:

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the September 26, 2022 Board Agenda.

### III. Recognition of Visitors:

### IV. Guest Speaker: Megan Heller

### V. Reports:

A. Director

B. Principal of Alternative Programs

### VI. Approval of Prior Meeting Minutes:

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the June 27, 2022 meeting minutes.

### VII. Presentation of Bills/Finance

Check registers for 7/14/2022, 7/28/2022, 8/11/2022, 8/25/2022, 9/8/2022, 9/22/2022, 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. Resignation**

1. Josselyn Moore, Special Education Teacher, effective 6/28/2022
2. Amanda Shumski, Paraprofessional, effective 8/15/2022
3. Courtney Waters, Behavior Interventionist, effective 6/28/2022
4. Peg Rock, Floating Substitute, effective 8/16/2022
5. Phalen Schauer, Paraprofessional, effective 8/26/2022

**B. Hiring**

1. Deb Bertram, Coordinator, effective 7/1/2022
2. Jackie Frerichs, Bridges Teacher, effective 8/8/2022
3. Andy Sodersten, DAPE/Phy Ed Health teacher, effective 8/8/2022
4. Audrey Geistfeld, Speech Language Pathologist, effective 8/22/22

**C. Leave of Absence**

1. Katie Cochran, effective 8/23/2022-4/1/2023

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the above personnel matters.

**D. Work Agreements**

1. Megan Aust, Special Education Teacher, Tier 1

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the above work agreement.

**IX. Action Items**

**A. Lane Change**

1. Marissa Naab, from BA to BA+20, effective 22-23 school year.

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the above lane change.

**B. School Nurse contract with Faribault and Martin County Human Services**

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the above agreement.

**C. Resolution to accept donation from Mayo Foundation**

A resolution was introduced by \_\_\_\_\_, and seconded by \_\_\_\_\_ to approve a resolution to accept a donation from the Mayo Foundation for social and emotional games for the Bridges Elementary program.

**All those voting in favor:**

Wendi Russenberger _____	Amy Maday _____	Julie Laue _____
Mike Schrader _____	Kyle Zierke _____	

**All those voting against:**

Wendi Russenberger _____	Amy Maday _____	Julie Laue _____
Mike Schrader _____	Kyle Zierke _____	

**D. Approve tuition agreement with Matt Lytle for a requirement for a second special education license above and beyond the reimbursement from the region**

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the above agreement.

**E. Approve food service agreement with Fairmont Area School**

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the above agreement.

**F. Approve Meal Prices for 2022-2023**

Student Breakfast- \$1.90

Adult Breakfast- \$2.25

K-6 Lunch- \$2.80

7-12 Lunch- \$2.90

Adult Lunch- \$4.95

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the above meal prices for 2022-2023.

**G. SPEC Yearly Organization Activities Resolution to Set the Following Organizational Activities in place for 2022-2023**

1. Authorize the Sentinel as Cooperative official newspaper
2. Set mileage reimbursement rate at Federal Rate
3. Publish the agenda in public view in the building housing the Director's office and publish unofficial, abridged minutes
4. Schedule for board meetings set for the 4<sup>th</sup> Monday of August, September, November, January, March, May, and June, except when the date is a holiday.
5. Teacher Sub pay at \$160 per day, Paraprofessional Class I sub pay set Class I, Step 1
6. Authorize SPEC board chair, clerk, Director, or Business Manager the ability to approve bill payments.
7. Name Sarah Mittelstadt as Executive Director of Southern Plains Education Cooperative with legal authority to make applications, sign contracts, and sign on behalf of the District/Cooperative.
8. Approve Kennedy-Graven and Ratwik, Roszak & Maloney, P.A. as Legal Representation for 2022-2023 and Authorize Board Chair and Director to contact Legal Counsel.

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the SPEC Yearly Organization Activities.

**H. Southern Plains Education Cooperative Employee Handbook**

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the SPEC Employee Handbook.

**I. Southern Plains Education Cooperative Arise Academy Student Handbook**

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the Arise Student Handbook.

**J. Instructional Staff Sharing Agreement**

1. For 1.0 FTE of Speech Language Pathologist Audrey Geistfeld's contracted time to Southern Minnesota Education Consortium.

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the above staff sharing agreement.

**K. Set Rates for:**

1. Second Chances at \$85 per day for ALC

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the above rates.

**L. Set Usage rate for the Arise Programs at \$67.28 per day**

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the above rates.

**M. Approve Service Agreements with South Central Service Cooperative**

1. Vision Services
2. Orientation and Mobility
3. Audiology Services

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the above agreements.

**N. Grant approval for the Executive Director, Dr. Sarah Mittelstadt to teach one additional college course during spring semester 2023.**

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the Executive Director to teach a college course in Spring of 2023.

**X. New Business**

**A. First Reading of Policies**

1. 208-Development of Policies
2. 210-Conflict of Interest
3. 408-Subpoena of a Cooperative
4. 409-Employee Publications
5. 410-Family and Medical Leave
6. 412- Expense Reimbursement
7. 413- Harassment
8. 415-Mandated Reporting
9. 416-Drug and Alcohol Testing
10. 417-Chemical Use and Abuse
11. 418-Drug Free Workplace
12. 510-Cooperative Activities
13. 512-Cooperative Publications
14. 515- Protection and Privacy
15. 524-Internet Acceptable Use and Safety
16. 603-Curriculum Development
17. 606-Textbooks and Instruction

**IX. Other**

**XI. Next Meeting: Monday, November 28, 2022 at 5:00 pm.**

**XII. 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.*