

**Southern Plains Education Cooperative Board Meeting**

**December 20, 2018**

**5:00 PM**

**201 E 3<sup>rd</sup> St.**

**Fairmont, MN 56031**

**MINUTES**

**I. Call to Order:**

Wendi Russenberger, Martin County West, Chris Pytleski, Granada Huntley East Chain, Mike Pfeil, Truman Schools, Jesse Haugh, Blue Earth Area, Mike Schrader, United South Central, Sarah Mittelstadt, Director

**II. Approval of Agenda:**

A motion was offered by Mike Schrader, seconded by Jesse Haugh, and carried to approve the December 20, 2018 Board Agenda.

**III. Recognition of Visitors:** Gary Benson & Dan Stenzel from Kraus-Anderson, Bob Mickelson from, ISG, Stephanie Schmitz, and Dawn Becker

**IV. Old Business**

**A. Approve contracts for building project**

A motion was offered by Jesse Haugh, seconded by Wendi Russenberger, and carried to approve rejecting bids for Scope 9-G Terrazzo, Scope 10-J Lockers, and Scope 32-F Landscaping.

These bids were rejected because:

- Terrazo: Came in well over-budget. There are also questions as to the scope of exactly what is needed until we complete the demolition.
- Lockers: Sarah is trying to find at low cost from a district.
- Landscaping: The project was for more than had been clarified to the Point of Contact team. This will be reevaluated and a local landscaper will be sought out.

A motion was offered by Jesse Haugh, seconded by Mike Schrader and carried to approve the accept base bids by the low bidder in all areas other than roofing.

- The roofing bid was removed due to concerns on whether one of the bids was a valid bid. Kraus-Anderson was going to consult legal advice. Additionally, there were concerns whether we could go with the alternate bid. Questions that played into this decision was what the terms are of the warranty, whether the next lowest bidder would honor their alternate bid at a later date, and where we are at within the budget.
- The remaining bids that were approved totaled at \$6,715,120.47

**V. Director’s Report:**

Director Mittelstadt updated the board on legislative changes being proposed. She also discussed that the cooperative does a credit back on the bill for excess tuition billing generated – as well as a bill for unreimbursed costs. This results in significant fluctuations in the bills throughout the year. Sarah and Dawn went up to MDE to talk about what could be done to prevent this. MDE’s suggestion was to “make up a number” and put it in a box on the SEDRA application. This was not comfortable for them, so they are trying alternative methods to try to reduce fluctuations.

**VI. Approval of Prior Meeting Minutes:**

A motion was offered by Jesse Haugh, seconded by Mike Schrader, and carried to approve the minutes of the SPEC Board Meeting of Monday, November 26, 2018.

**VII. Presentation of Bills/Finance**

Check registers for 12/13/2018 and wire transfers presented for approval.

A motion was offered by Mike Pfeil, seconded by Chris Pytleski, and carried to approve the above check registers and wire transfers.

**VIII. Personnel**

**A. Leave of Absence**

- 1. Laura Teveldal, Financial Secretary, effective 11/26/2018-no later than 4/1/2019
- 2. Taylor Gunther, Paraprofessional, effective 11/29/2018-2/22/2019

A motion was offered by Jesse Haugh, seconded by Mike Schrader, and carried to approve the above leaves of absence.

**IX. New Business**

**A. Accept Donations for Operation Happy Holidays**

- 1. Brian and Britney Kawecki \$100

A motion was offered by Mike Pfeil, seconded by Jesse Haugh, and carried to approve the above donations.

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

- 1. Audiology Services
- 2. Vision Services
- 3. Orientation & Mobility

A motion was offered by Jesse Haugh, seconded by Mike Schrader, and carried to approve the above agreements.

**C. Approve Resolution to Accept \$1250 Walmart grant for Bridges student supplies**

**All those voting in favor:**

Wendi Russenberger   x   Chris Pytleski   x   Julie Laue

Mike Pfeil   x                        Mike Schrader   x                        Jesse Haugh   x  

**All those voting against:**

Wendi Russenberger \_\_\_\_\_      Chris Pytleski \_\_\_\_\_      Julie Laue \_\_\_\_\_  
Mike Pfeil \_\_\_\_\_                      Mike Schrader \_\_\_\_\_      Jesse Haugh \_\_\_\_\_

**D. Approve application for Food Service Grant**

*A motion was offered by Chris Pytleski, seconded by Mike Schrader, and carried to approve the above application.*

**X. Other**

Board member Haugh wanted to ensure the Southern Plains board members knew that Blue Earth Area was “looking out” for Southern Plains in the sale of the Winnebago building. They are in the process of selling the building; however, they are going to put a provision in that the sale will not be official until after Southern Plains has had time to move out of the building.

**XI. Next Meeting: Special Meeting - Wednesday, January 2, 2019 at 5:00 pm  
Monday, January 28, 2018 at 5:00 pm**

**XII. Adjournment**

A motion was offered by Mike Schrader, seconded by Jesse Haugh, and carried to approve/disapprove adjourning the meeting at 7:28 p.m.

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