**Southern Plains Education Cooperative Board Meeting**
**Monday, February 5, 2018**
**(Rescheduled from January 22, 2018)**
**5:00 PM**
**201 E 3rd St.**
**Fairmont, MN 56031**
**Minutes**

**I. Call to Order**:
The meeting was called to order at 5:00 pm. Board members present were: Julie Laue, Fairmont Area Schools, Bryan Nowicki, Granada Huntley East Chain Schools, Mike Pfeil, Truman Schools, Jesse Haugh, Blue Earth Area Schools, Mike Schrader, United South Central Schools, Sarah Mittelstadt, Director.

**II. Approval of Agenda:**

A motion was offered by Julie Laue, seconded by Bryan Nowicki, and carried to approve the February 5, 2018 Board Agenda.

**III. Recognition of Visitors:** Joe Brown, Mandy Fletcher, Cheryl Hamp, Stephanie Schmitz

**IV. Election of Officers**

**Chair**

Member Bryan Nowicki nominated Mike Pfeil for Chair.
Member Julie Laue moved that the nominations cease and Mike Pfeil be elected Chair on a unanimous ballot.
Member Jesse Haugh seconded the motion. Motion carried.

**Vice Chair**

Member Jesse Haugh nominated Bryan Nowicki for Vice Chair.
Member Mike Schrader moved that the nominations cease and Bryan Nowicki be elected Vice Chair on a unanimous ballot.
Member Julie Laue seconded the motion. Motion carried.

**Clerk/Treasurer**

Member Bryan Nowicki nominated Julie Laue for Clerk.
Member Mike Pfeil moved that the nominations cease and Julie Laue be elected Clerk on a unanimous ballot.
Member Jesse Haugh seconded the motion. Motion carried.

**V. Director's Report:** Director Mittelstadt reported that due to a new student, an unfilled position in Winnebago will need to be filled. Stephanie is working on this. Discussion of the heating issues in Winnebago.

## VI. Approval of Prior Meeting Minutes:

A motion was offered by Julie Laue, seconded by Jesse Haugh, and carried to approve the minutes of the SPEC Board Meeting of Monday, November 27, 2017.

## VII. Presentation of Bills/Finance

Check registers for 12-14-17, 12-28-17, and 1-11-18, and wire transfers presented for approval.

A motion was offered by Jesse Haugh, seconded by Julie Laue, and carried to approve the above check registers and wire transfers.

## VIII. Personnel

### A. Resignations

1. Elizabeth Rojo, Paraprofessional, effective 12/4/2017
2. Carol Pierce, Paraprofessional, effective 5/31/2018
3. Marci Olsen, Paraprofessional, effective 12/21/2017
4. Joelle Thomas, Floating Paraprofessional, effective 11/30/2017

A motion was offered by Bryan Nowicki, seconded by Jesse Haugh, and carried to approve the resignations.

### B. Hiring

1. Lisa Irwin, Floating Substitute in Winnebago, effective 12/4/2017
2. Sarah Spear, Paraprofessional at FES, effective 1/3/2018
3. Liz Hartke, Paraprofessional at FHS, effective 1/3/2018
4. Joelle Thomas, Long Term Teacher Substitute at Winnebago, effective 12/1/2017 thru approximately 1/31/2018
5. Bill Busse, long term substitute for Speech Language Pathologist, effective 1/15/2018 for approximately 6-8 weeks
6. Kristi Thomas, long term substitute for Speech Language Pathologist, effective 1/15/2018 for approximately 6-8 weeks

A motion was offered by Bryan Nowicki, seconded by Mike Schrader, and carried to approve the above hiring.

### C. Lane Change

1. Rhonda Petrowiak, from BA+30 to BA+40

A motion was offered by Jesse Haugh, seconded by Julie Laue, and carried to approve the above Lane Change.

### D. Leave of Absence

1. Amber Tonne, Paraprofessional, effective approximately 4/29/2018 through the end of the year
2. Shayna Gregory, Paraprofessional, effective approximately 5/3/2018 through the end of the school year

3. Megan Marushin, Paraprofessional, effective approximately 5/4/2018 through the end of the school year.

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

## IX. New Business

**A. Approve Agreement for Orientation and Mobility Services from Mary Kautto**

A motion was offered by Bryan Nowicki, seconded by Jesse Haugh, and carried to approve the above agreement.

**B. Approve Instructional Staff Sharing Agreements with New Ulm School District and Blue Earth Area School District**

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

**C. Approval for Signatures on School District Checks**

A motion was offered by Bryan Nowicki, seconded by Mike Schrader, and carried to approve Board Chair's, Mike Pfeil and Board Clerk's Julie Laue, signatures on school district checks.

**D. Access to Bank Accounts**

A motion was offered by Mike Schrader, seconded by Julie Laue, and carried to approve access to bank accounts for Business Manager, Dawn Becker, Financial Secretary, Laura Teveldal, and Director, Sarah Mittelstadt.

**E. Accept Donations**

**A. LuLaRoe Inc, $159**
**B. Kalee McClain $159**
**C. Casey's $100**
**D. Eric and Jessica Weedman $250**

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

**F. Approve Pizza Ranch Tip Night Fundraiser on a date to be determined.**

A motion was offered by Bryan Nowicki, seconded by Jesse Haugh, and carried to approve the above fundraiser.

**G. Resolution to Reduce Programs/Staff 2017-2018 Attachment**

**H. Approve Master Agreement with Southern Plains Education Cooperative Education Association for 2017-2018 and 2018-2019**

A motion was offered by Jesse Haugh, seconded by Bryan Nowicki, and carried to approve the SPECEA Master Agreement.

**I. Pay Equity Report**

A motion was offered by Bryan Nowicki, seconded by Julie Laue, and carried to approve the Pay Equity Report.

**J. Contract Initiation, Development and Approval**

A motion was offered by Julie Laue, seconded by Jesse Haugh, and carried to approve authorizing Director, Sarah Mittelstadt to initiate, develop and execute contracts under $10,000 for Southern Plains Education Cooperative.

**X. Board Committee Reports**

**A. Joint Powers Committee (Julie Laue presenting)**

**B. Facilities Committee (Wendi Russenberger, Jesse Haugh, and Bryan Nowicki presenting)**

**XI. Other**

None

**XII. Next Meeting: Monday, February 26, 2018 at 5:00 pm**
**Monday, March 26, 2018 at 5:00 pm**
**Monday, April 23, 2018 at 5:00 pm**

**XIII. Adjournment**

A motion was offered by Bryan Nowicki, seconded by Jesse Haugh, and carried to approve adjourning the meeting at 6:40 p.m.