

V. Director's Report:

- A. Meeting Length: We will be hurrying through the meeting because we will be having a presentation by the facilities committee at the end of the meeting with a recommendation. Hopefully this will allow for a bit of discussion.
- B. Behavior Supports: Last year I did a survey of the member districts. Although there is a feeling of strong special education programming in all areas – the area with the greatest concerns are areas of providing supports to students with Emotional and Behavioral Concerns. As a result, the Coordinators and I have been having several discussions about how to help support teachers. It is really exciting to see how much we can help support this area. We are also hoping this will reduce our setting IV placements.
- C. Vision: I have mentioned previously the shortage of vision teachers. A few weeks ago this got significantly worse when one of our vision teachers passed away very suddenly while still on maternity leave (thoughts to her husband and young daughter). SCSC has hired a community expert teacher. If anyone knows of someone that has a 4-year degree of any kind that would like a consulting role that involves a fair amount of travel in Southern Minnesota, let me know. We would like to continue to “build our own”.
- D. Monitoring: Last year we did self-monitoring. We had a few issues with progress reports. As a result, I worked with all of the special education staff on this issue, had them sign an assurance they had completed the progress reports, and did random monitoring. These Corrective Actions and correction of individual files has been completed. Now – the next 6 months will be spent preparing for monitoring for next year!
- E. Paperwork: As you are aware, paperwork is a significant issue in special education. This has caused some issues for staff in the past. This year we implemented a couple of additional steps to our monitoring process. We continue to identify issues, but we are identifying them earlier and able to help new staff establish positive routines early in their career. We have 11 different special education teachers on formal or informal plans across the cooperative. They meet with myself or the coordinator between twice a month or three times per year. This has been very effective.

VIII. Personnel

A. Resignations

- 1. Elizabeth Rojo, Paraprofessional at FES
- 2. Carol Pierce, Paraprofessional at FES, ECSE
- 3. Marci Olsen, Paraprofessional at Winnebago
- 4. Joelle Thomas, Floating Paraprofessional at Winnebago

I recommend approving the above resignations. I particularly want to acknowledge Carol's 19 years of service at Southern Plains.

B. Hiring

- 1. Lisa Irwin, Floating Substitute at Winnebago, Step 1.
Stephanie Schmitz recommends Lisa Irwin for the second floating substitute position discussed at the last meeting. Lisa has a teaching degree with a wide variety of experience.
- 2. Sarah Spear, Paraprofessional at FES, Step 4.
I recommend Sarah for this position to replace Elizabeth Rojo. She has experience working with individuals with autism.

3. Liz Hartke, Paraprofessional at FHS, Step 1.
I recommend Liz for the position the Judy Andersen left for a leave of absence. Liz has experience on a personal level working with disabilities.
4. Joelle Thomas, Long Term Teacher Substitute at Winnebago
Recommend hiring Joelle as substitute teacher to fill in for a teacher on FMLA leave.
5. Bill Busse, long term substitute for Speech Language Pathologist
Blue Earth Area requested that we hire a substitute for one of the Speech and Language Pathologists (SLP) who unexpectedly needed to take a leave. We already had one SLP on leave, so I did not think we would find anyone. Bill retired 10 years ago and was happy to return to fill this position.
6. Kristi Thomas, long term substitute for Speech Language Pathologist
Due to the fact that Bill has been out of special education for so long, he would not be able to do the paperwork and testing requirements. Kristi works part-time at United South Central and is helping complete that paperwork.

C. Lane Change

1. Rhonda Petrowiak
Rhonda is a licensed elementary education teacher working on her special education license. I recommend this lane change to a BA+40. She will be attaining her master's degree and full licensure soon.

D. Leave of Absence

1. Amber Tonne, Paraprofessional at FES
2. Shayna Gregory, Paraprofessional at FES
3. Megan Marushin, Paraprofessional at FES

These three paraprofessionals do not meet the requirements for Family Medical Leave Act. These would be discretionary leaves by the board. I do recommend these three leaves; although note that they are all in one building.

IX. New Business

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

South Central Service Cooperative low incidence services has not been able to find anyone to provide services for orientation and mobility. We only have one student that needs these services, and that student happens to be due for a reevaluation at this time. She will conduct the evaluation, and then the team will come up with a recommendation for future services. The contract is for up to \$7,500. This position is paid for with federal dollars.

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

Occasionally school districts are asked to have in Independent special education evaluation completed. We were asked to complete this evaluation. This contract will allow us to bill the New Ulm School District up to \$3,300 plus mileage for the staff time and expenses to complete this evaluation.

This is an agreement to fill that position for Blue Earth Area as noted in personnel hiring.

C. Approval for Signatures on School District Checks

This is an annual approval

D. Access to Bank Accounts

This is an annual approval.

E. Accept Donations

1. Lula Roe Inc., \$159

2. Kalee McClain \$159

3. Casey's \$100

4. Eric and Jessica Weedman \$250

Number 1 is a donation Stephanie recommends accepting for school store rewards. Numbers 2, 3, and 4 are donations as part of an effort to provide Christmas gifts to all of the students in the Winnebago Alternative Programs.

F. Approve Pizza Ranch Tip Night Fundraiser on January 29, 2018

Stephanie Schmitz recommends this fundraiser for expenses for field trips

G. Resolution to Reduce Programs/Staff 2017-2018

This is the annual resolution.

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

We completed negotiations on January 17. A brief summary is:

- We added Unrequested Leave of Absence Language
- We clarified some language added in the last round related to paying tuition. The clarification is that the teacher must work for five years after attaining licensure.
- Increased the "Extra Compensation" (summer school) rate to \$32 per hour effective June 1, 2018.
- Added health insurance to cover a recent rate increase up to a single plan.
- The salary schedule increase is 2.55% the first year and 2.65% the second year with steps.
- This comes out to a total package of 3.32% the first year and 3.3% the second year.

Bryan Nowicki, Allison Schmidt, and I make this recommendation which is very comparable to our member districts.

I. Pay Equity Report

Megan Heller submitted pay data to the Equity reporting system. She recommends approving this report.

J. Contract Initiation, Development and Approval

Gives Sarah authority to enter into contracts under \$10,000. This is part of our Fiscal Compliance and Procedure Manual.

X. Board Committee Reports

- a. **Joint Powers Committee:** The joint powers committee met last week. They gave some broad direction related to how to revise the joint powers agreement. I am now using that direction to work with the attorney to revise the joint powers agreement. Hopefully we will have a final proposal for the March board meeting. Then it will also be approved by each member district.

- b. **Facilities Committee:** The facilities committee will have a presentation for the board meeting. There were various options on the table. The final options for consideration are:
1. Renovate the Lincoln building in Fairmont; however, that would not have enough space to house all programs and the Southern Plains office;
 2. Renovate Lincoln and add on so that all programs and the Southern Plains offices can be in one location,
 3. Build a new building in Fairmont.

The facilities committee is recommending renovating Lincoln and adding on to the building to accommodate all programs and the SPEC offices. Rationale and information will be provided at the meeting.