

#### **IV. Director's Report:**

1. Hiring: We are still looking for two ALC teachers and a Birth-3 teacher. I am very concerned about options. Send anyone with a 4 year degree my way.
2. Recruitment Efforts: This month's agenda shows that some of our recruitment efforts have been very productive. We are moving two teachers from Community Expert status as a result of the St Mary's cohort. Additionally, we have one paraprofessional moving to teacher status. Stephanie Schmitz has made huge progress with getting half of the Winnebago paraprofessionals to return to school; this will be a HUGE effort to build our future workforce.
3. Stay Interview: This year Megan Heller did a stay interview with the classified staff in Winnebago. I thought the findings were interesting, so I thought I would share them.
4. Region Workflow Analysis: We met with the region staff all day on May 24. They wanted to go through each step for payroll and accounts payable. They had a few small suggestions already as far as making sure we are compliant. Through discussions, there were not a lot of items we can do to be more efficient. But, in the next couple of months they will be writing all of this up in a report, and we will have more time to analyze options.
5. Self-contained ALC: I have discussed this previously, but we would like to reduce one of the Bridges classrooms and add a room for the ALC. A few selected students will be placed in one classroom and the ALC teachers will float into the classroom to provide instruction. This will provide a greater degree of structure for a few of the ALC students that need the structure. If the students would like more freedoms, the students can earn the freedom by demonstrating they can handle this freedom.
6. Thank you: A big thank you to the Southern Plains districts for giving me the opportunity to be in this position. Although, this was never something I would have planned, I have thoroughly enjoyed this process of learning about AXIS surveys, financing, underwriters, etc. There is always something new! I had a great phone call with the underwriter, bond council, Springsted, and several others; they feel that we are moving forward and should not have any issues with financing.
7. Upcoming board needs: I am in need of a board member to participate in the classified negotiations. Any volunteers? Also – on July 23<sup>rd</sup> we will need a board member to be part of the sale committee for the Certificates of Participation. I do not have a specific time yet. Dawn Becker will also be part of the sale committee, and Springsted is very helpful in the process. I hope to participate by phone.
8. Out of office: I will be out of the state from July 14 to July 29<sup>th</sup>. This is a significant point in the sale process for the COPs and right before our July board meeting. All of the parties involved in financing are aware of this and are doing a great job communicating with me regarding dates I need to be available during this time.

#### **VII. Personnel**

##### **A. Resignations/Terminations/Retirements**

1. Ron Helmich, Special Education Teacher, Winnebago, effective 6/4/2018
2. Nicole Runkle, PALS Teacher, Winnebago, effective 6/4/2018
3. Cheryl Hamp, Special Education Coordinator, effective 6/4/2018
4. Sonya Massey, ECSE Teacher, effective 6/30/2018
5. Sarah Spear, Paraprofessional, effective 5/31/2018
6. Southern Plains Class I Paraprofessionals, effective 6/30/2018

I recommend the approval of these resignations. Note the 55 Class I paraprofessionals are being terminated. They have already been offered contracts from Fairmont Area as per MN Statute 123a.33

## **B. Hiring**

1. Josselyn Moore, Special Education Teacher, Winnebago, effective 2018-19 school year
2. Megan Lund, Behavior Interventionist, effective 2018-19 school year

Stephanie Schmitz recommends the hiring of Josselyn Moore to replace Kate Schanning. She has a bachelor's degree in special education and has been working for Martin and Faribault County Human Services. She will be a great asset.

Stephanie Schmitz also recommends hiring Megan Lund as a Behavior Interventionist. This position will be for the new self-contained ALC classroom, that will replace one of the Bridges classrooms (and the position vacated by Ron Helmich). She has a Master of Science degree in Organizational Psychology. She was a Health Unit Coordinator at Region's Hospital and has a great ability to relate to people.

## **C. Reclassification of Employees**

1. Brooke Eisenmenger, from Class II SPECS to Special Education Teacher
2. Matt Nielsen, from Community Expert to Special Education Teacher
3. James Miller, from Community Expert to Special Education Teacher

Brooke has been a Class II paraprofessional and is pursuing her teaching license. We are thrilled to have her work hard to work her way to the teaching position that was vacated by Jacob Brower. Matt and James were part of our cohort with St Mary's University. They should now qualify for teaching licenses.

## **VIII. New Business**

### **A. Accept Donations**

#### **i. Sara Kirsch supplies donation**

Sara has donated these supplies to the classroom.

### **B. Alter billing for 2018-19, making 40% of billing based on preliminary 18-19 budget**

According to the joint powers agreement, billing for the cooperative for the first two bills of the year are based on the prior year budget. If we followed the joint powers agreement, Fairmont Area would be billed for the paraprofessionals for the first two bills, and the adjustments would not be made until the August of 2019 bill. This could cause some significant cash flow issues for Fairmont.

### **C. Instructional Staff Sharing Agreements**

We contract out the Physical Therapy Assistant to the MN Valley Education District. This is increasing from contracting her .6 to a .7. We receive .1 of Tara Blair's time as a speech and language pathologist to provide birth-3 services. We will have additional agreements in July, but due to moving the board meeting up, we were unable to get all of the agreements completed.

**D. Appoint Dawn Becker, Business Manager, as the Identified Official with Authority**

This is an annual approval required.

**E. Service Agreements**

These are annual agreements we approve each year. We are reducing the payroll position from 45% to 30% as a result of Fairmont employing the paraprofessionals.

**F. Approve Agreement with Freshley Cut Media, LLC**

This is an annual agreement with Zac Huntley from Freshley Cut Media for technology. Zac redid his agreement this year to help control costs for us and help him get guaranteed workload. So, he is increasing his rate from \$65 per hour to \$72 per hour; however, he is also going to reduce his mileage so that he only charges if we exceed two trips in a month. We are limited to 5 hours per week; although this can be pooled for one month. If we go over the allocated hours in a month, and permission is granted by administration, the rate is \$85 per hour. This is a very reasonable price compared to the comparisons I got a few years ago. Zac is also very reliable and knowledgeable. Although this will increase our amount by about \$2000 next year, I do feel this is still very competitive.

**G. Adopted Budget for 2017-2018**

We came in very close to budget other than the building costs.

**H. Preliminary Budget for 2018-2019**

The preliminary budget for 2018-19 shows a decrease of about \$1 million due to reducing 55 paraprofessionals and one teacher for Farimont Area Schools. The ALC budget increases due to the new self-contained classroom; the Bridges budget will decrease.

**I. Agreement with Truman Area Schools related to role with Southern Plains Education Cooperative**

This is an agreement to support Truman as they transition out of Southern Plains. This agreement allowed them to make this transition earlier so that the remaining Southern Plains districts could move forward with the facilities.

**J. \$80,000 to the Committed Fund Balance**

We have previously taken facility costs from the fund balance. We allocated that we reserve funds for the facility costs in November 24, 2014. We have used all of those funds. With a 29% fund balance at the end of the 2017-18 school year, we approved a budget that allocated more of the fund balance to cover the cost of the facilities; however, we never made an official board action item to move those funds to that committed fund balance.

**K. Adopt Parameters Resolution**

I will be recommending a resolution that will outline the details of the financing of the facilities. This includes the parameters of the financing and the underwriter – Dougherty & Company, LLC. Unfortunately our attorney is having some email difficulties, so we are struggling with getting documents back and forth.

**L. Additional Resolutions**

My apologies – I believe there will be additional resolutions that will need to be passed related to the facilities. However, with some technology issues our attorney is having, we do not have those at the time the board packets are going out to the board. I will update you as soon as possible.

Kelly Smith from Springsted offered that he could come to the board meeting to answer questions regarding the financing. I do not believe that is needed. However, if any of you do feel he should attend, let me know.

**IX. Old Business**

**A. Amended Joint Powers Agreement**

**B. Facilities Joint Powers Agreement**

**C. Facilities Resolution**

These items are the same agreements we have approved in the past; they just do not include Truman. I am including the levy impact with and without Truman. Note that the first time we ran these numbers was when interest rates were very low; this is when the rates are higher. Due to Truman's financial status, they had recommended non-rated Certificates of Participation (COP); since Truman is not participating, they are now recommending rated COPs. This will significantly lower our interest rate. We won't know for sure the interest costs until July 23 when we sell the COPs.