



# SOUTHERN PLAINS EDUCATION COOPERATIVE

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www.southernplainedcoop.org

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

**Dawn Becker**  
Business Manager

## Southern Plains Education Cooperative Board Meeting

January 23, 2023

5:00 PM

1200 N. Park Street – Door 12

Fairmont, MN 56031

### AGENDA

#### I. Call to Order:

Roll Call:

\_\_\_\_\_ Julie Laue

\_\_\_\_\_ Kyle Zierke

\_\_\_\_\_ Jeff Scholl

\_\_\_\_\_ Mike Schrader

\_\_\_\_\_ Laura Koch

\_\_\_\_\_ Sarah Mittelstadt

#### II. Approval of Agenda:

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the January 23, 2023 Board Agenda.

#### III. Recognition of Visitors:

#### IV. Election of Officers

##### Chair

Member \_\_\_\_\_ nominated \_\_\_\_\_ for Chair.

Member \_\_\_\_\_ nominated \_\_\_\_\_ for Chair.

Member \_\_\_\_\_ moved that the nominations cease and \_\_\_\_\_ be elected Chair on a unanimous ballot.

Member \_\_\_\_\_ seconded the motion. Motion carried/failed.

##### Vice Chair/Treasurer

Member \_\_\_\_\_ nominated \_\_\_\_\_ for Vice Chair.

Member \_\_\_\_\_ nominated \_\_\_\_\_ for Vice Chair.

Member \_\_\_\_\_ moved that the nominations cease and \_\_\_\_\_ be elected Vice Chair on a unanimous ballot.

Member \_\_\_\_\_ seconded the motion. Motion carried/failed.

##### Clerk

Member \_\_\_\_\_ nominated \_\_\_\_\_ for Clerk.

Member \_\_\_\_\_ nominated \_\_\_\_\_ for Clerk.

Member \_\_\_\_\_ moved that the nominations cease and \_\_\_\_\_ be elected Clerk on a unanimous ballot.

Member \_\_\_\_\_ seconded the motion. Motion carried/failed.

**V. Guest Speaker: Kendra Mattix**

**VI. Reports:**

- A. Director
- B. Assistant Director

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

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the November 28, 2022 meeting minutes.

**VIII. Presentation of Bills/Finance**

Check registers for 11/30/2022, 12/9/2022, 12/22/2022, 1/12/2022 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.

**IX. Personnel**

**A. Resignation**

- 1. Katie Cochran, Paraprofessional, effective 12/26/2022

**B. Hiring**

- 1. Courtney Waters, Special Education Teacher, effective upon obtaining her teaching license.

**C. Lane Changes**

- 1. Marissa Naab, ALC Teacher, from BA + 20 to BA + 30
- 2. Laura Odgren, School Psychologist intern, from MA + 20 to MA + 30
- 3. Matt Lytle, Physically Impaired Consultant from BA to BA + 10

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

**X. Action Items**

**A. Second Reading of Policies**

- 1. 604-Instructional Curriculum
- 2. 709-Student Transportation
- 3. 722-Public Data and Data Subject Requests

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

**B. Annual Review of Policies**

- 1. Policy 110-Governance of the Cooperative
- 2. Policy 120-Services
- 3. Policy 410-Family and Medical Leave Policy
- 4. Policy 413-Harassment
- 5. Policy 414-Maltreatment Reporting
- 6. Policy 415-Mandated Reporting

7. Policy 506-SPEC Student Discipline
8. Policy 514-Bullying Prohibition
9. Policy 522-Unlawful Sex Discrimination
10. Policy 524-Internal Acceptance Use and Safety Policy
11. Policy 534-School Meals
12. Policy 616-School District System Accountability
13. Policy 806-Crisis Management Policy

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the above annual review of policies with minimal or no changes.

**C. Resolution to accept Elf Shop Donations**

Attachment

**All those voting in favor:**

Jeff Scholl \_\_\_\_\_                      Laura Koch \_\_\_\_\_                      Julie Laue \_\_\_\_\_  
 Mike Schrader \_\_\_\_\_                      Kyle Zierke \_\_\_\_\_

**All those voting against:**

Jeff Scholl \_\_\_\_\_                      Laura Koch \_\_\_\_\_                      Julie Laue \_\_\_\_\_  
 Mike Schrader \_\_\_\_\_                      Kyle Zierke \_\_\_\_\_

**D. Approve Flexible Learning Plan**

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

**E. Resolution to Reduce Programs/Staff 2023-2024**

Attachment

**All those voting in favor:**

Jeff Scholl \_\_\_\_\_                      Laura Koch \_\_\_\_\_                      Julie Laue \_\_\_\_\_  
 Mike Schrader \_\_\_\_\_                      Kyle Zierke \_\_\_\_\_

**All those voting against:**

Jeff Scholl \_\_\_\_\_                      Laura Koch \_\_\_\_\_                      Julie Laue \_\_\_\_\_  
 Mike Schrader \_\_\_\_\_                      Kyle Zierke \_\_\_\_\_

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

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove Board Chair's \_\_\_\_\_, and Board Clerk's \_\_\_\_\_, signatures on school district checks.

**G. Access to Bank Accounts**

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove access to bank accounts for Business Manager, Dawn Becker; Accounting Specialist, Judy Berkland; and Director, Sarah Mittelstadt.

**XI. New Business**

**VIII. Other**

**XII. Next Meeting: Monday, March 27, 2023 at 5:00 pm.**

**XIII. 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.*