



# SOUTHERN PLAINS EDUCATION COOPERATIVE

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

**Dawn Becker**  
Business Manager

## **Southern Plains Education Cooperative Board Meeting,**

**August 28, 2023**

**5:00 PM**

**1200 N. Park Street – Door 12**

**Fairmont, MN 56031**

### **AGENDA**

#### **I. Call to Order:**

Roll Call:

_____ Julie Laue (Clerk)	_____ Kyle Zierke (Chair)
_____ Jeff Scholl	_____ Mike Schrader (Vice Chair)
_____ Laura Koch	_____ Sarah Mittelstadt

#### **II. Approval of Agenda:**

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the August 28, 2023 Board Agenda.

#### **III. Recognition of Visitors:**

#### **IV. Guest Presenter: Rhonda Petrowiak, Behavior Consultant**

#### **V. Reports:**

- A. Director
- B. Assistant Director

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

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the June 26, 2023 meeting minutes.

#### **VII. Presentation of Bills/Finance**

Check registers for, 7/13/2023, 7/27/2023, 8/10/2023, 8/24/2023 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.

**VIII. Personnel**

**A. Change in work assignments**

1. Ashley Blazejak, Office Coordinator, effective 7/24/2023
2. Susan Moeller, Speech and Language Assistant. Effective 8/7/2023

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

**B. Hiring/Transfer**

1. Lisa Toye, School Nurse, effective 8/1/2023
2. Becky Kelley, Bridges Teacher, effective 8/4/2023
3. Chloe Graif, Behavior Interventionist, effective 8/15/2023
4. Anna Fleischmann, School Psychologist, effective 8/4/2023
5. Jamie Urban, Bridges Paraprofessional, effective 8/8/2023

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

**IX. Action Items**

**A. Lane Change**

1. Matt Lytle, from BA +10 to BA +20, effective 23-24 school year.

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

**Policy Revisions**

1. 102-Equal Educational Opportunity
2. 418-Drug-Free Workplace/Drug-Free School
3. 419-Tobacco-Free Environment
4. 424-License Status
5. 504-Student Dress and Appearance
6. 506-Student Discipline
7. 507-Corporal Punishment and Prone Restraint
8. 513-Student Promotion, Retention, and Program Design
9. 514-Bullying Prohibition Policy
10. 515-Protection and Privacy of Pupil Records
11. 524-Internet Acceptable Use and Safety Policy
12. 532-Use of Peace Officers
13. 534-School Meals Policy
14. 601-School District Curriculum and Instruction Goals
15. 602-Organization of School Calendar and School Day
16. 603-Curriculum Development
17. 604-Instructional Curriculum
18. 613-Graduation Requirements
19. 616-Cooperative System Accountability
20. 620-Credit for Learning
21. 709-Student Transportation Safety Policy
22. 806-Crisis Management Policy

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

**B. Approve food service agreement with Fairmont Area School**

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

**C. Approve Meal Prices for 2023-2024**

Student Breakfast- \$2.25

Adult Breakfast- \$2.25

K-6 Lunch- \$4.95

7-12 Lunch- \$4.95

Adult Lunch- \$4.95

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the above meal prices for 2023-2024.

**D. SPEC Yearly Organization Activities to Set the Following Organizational Activities in place for 2023-2024**

1. Authorize the Sentinel as Cooperative official newspaper
2. Set mileage reimbursement rate at Federal Rate
3. Publish the agenda in public view in the building housing the Director's office and publish unofficial, abridged minutes
4. Schedule for board meetings set for the 4<sup>th</sup> Monday of August, September, November, January, March, May, and June, except when the date is a holiday.
5. Teacher Sub pay at \$160 per day, Paraprofessional Class I sub pay set Class I, Step 1
6. Authorize SPEC board chair, clerk, Director, or Business Manager the ability to approve bill payments.
7. Name Sarah Mittelstadt as Executive Director of Southern Plains Education Cooperative with legal authority to make applications, sign contracts, and sign on behalf of the District/Cooperative.
8. Approve Kennedy-Graven and Ratwik, Roszak & Maloney, P.A. as Legal Representation for 2023-2024 and Authorize Board Chair and Director to contact Legal Counsel.

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the SPEC Yearly Organization Activities.

**E. Southern Plains Education Cooperative Employee Handbook**

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the SPEC Employee Handbook.

**F. Southern Plains Education Cooperative Arise Academy Student Handbook**

A motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to approve/disapprove the Arise Student Handbook.

**G. Set Usage rate for the Arise Programs at \$69.54 per day**

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

## **H. Approve Instructional Sharing Agreements**

1. With South Central Service Cooperative for vision, orientation & mobility, and audiology
2. For .045 FTE of Teacher of the Physically Impaired, Matt Lytle's contract time to JWP
3. For .03 FTE of Teacher of the Physically Impaired, Matt Lytle's contract time to NRHEG
4. For .036 FTE of Teacher of the Physically Impaired, Matt Lytle's contract time to WEM
5. For .09 FTE of Teacher of the Physically Impaired, Matt Lytle's contract time revised agreement with Waseca

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

## **X. New Business**

### **A. First Reading of Policies**

1. 621-Literacy and the Read Act

## **IX. Other**

## **XI. Next Meeting: Monday September 25, 2023 at 5:00 pm.**

## **XII. 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.*