



SOUTHERN PLAINS EDUCATION COOPERATIVE

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Sarah A. Mittelstadt, EdD
Executive Director

Dawn Becker
Business Manager

Southern Plains Education Cooperative Board Meeting

January 22, 2024

5:00 PM

1200 N. Park Street – Door 12

Fairmont, MN 56031

MINUTES

I. Call to Order:

J. Laue, J. Scholl, K. Zierke, L. Koch, M. Schrader, S. Mittelstadt

II. Approval of Agenda:

A motion was offered by Julie Laue, seconded by Jeff Scholl and carried to approve the January 22, 2024 Revised Board Agenda.

III. Recognition of Visitors: Stephanie Schmitz and Dawn Becker

IV. Election of Officers

Chair

Member Julie Laue nominated Kyle Zierke for Chair.

Member Kyle Zierke moved that the nominations cease and Kyle Zierke be elected Chair on a unanimous ballot.

Member Jeff Scholl seconded the motion. Motion carried.

Vice Chair/Treasurer

Member Jeff Scholl nominated Mike Schrader for Vice Chair.

Member Julie Laue moved that the nominations cease and Mike Schrader be elected Vice Chair on a unanimous ballot.

Clerk

Member Kyle Zierke nominated Julie Laue for Clerk.

Member Laura Koch moved that the nominations cease and Julie Laue be elected Clerk on a unanimous ballot.

V. Reports:

A. Director Mittelstadt provided data on special ed child count. Updates were provided on the READ Act, Fall Inservice planning and Student Support Personnel Aid.

B. Assistant Director

VI. Approval of Prior Meeting Minutes:

A motion was offered by Julie Laue, seconded by Jeff Scholl, and carried to approve/disapprove the November 27, 2023 meeting minutes.

VII. Presentation of Bills/Finance

Check registers for 12/14/2023, 12/28/2023, and 01/11/2024 and wire transfers presented for approval.

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

VIII. Personnel

A. Lane Changes

1. Marissa Naab, ALC Teacher
2. Megan Aust, PALS Teacher

A motion was offered by Mike Schrader, seconded by Jeff Scholl, and carried to approve the above personnel items.

IX. Action Items

A. Second Reading of Policies

1. 516.6 – Overdose Medication
2. 524 – Internet Acceptable use

A motion was offered by Mike Schrader, seconded by Jeff Scholl, and carried to approve the above annual review of policies with minimal or no changes.

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 Julie Laue, seconded by Laura Koch, and carried to approve the review of the above policies.

C. Resolution to accept Donations

Attachment

A motion was offered by Jeff Scholl, and seconded by Mike Schrader, and carried to approve the resolution to accept donations.

Julie Laue

Kyle Zierke

Jeff Scholl

Mike Schrader

Laura Koch

D. Resolution to Reduce Programs/Staff 2023-2024

Attachment

Julie Laue introduced a resolution and Kyle Zierke seconded the resolution to direct administration to reduce programs.

Julie Laue

Kyle Zierke

Jeff Scholl

Mike Schrader

Laura Koch

E. Approval for Signatures on School District Checks

A motion was offered by Julie Laue, seconded by Laura Koch, and carried to approve Board Chair's Kyle Zierke, and Board Clerk's Julie Laue, signatures on school district checks.

F. Access to Bank Accounts

A motion was offered by Mike Schrader, seconded by Jeff Scholl, and carried to approve access to bank accounts for Business Manager, Dawn Becker; Accounting Specialist, Judy Berkland; and Director, Sarah Mittelstadt.

G. Approve agreement with ED MIDWEST for technology support

A motion was offered by Julie Laue, seconded by Kyle Zierke, and carried to approve the agreement.

H. Approve agreement with the SPECEA for the 2023-24 and 2024-25 school years

A motion was offered by Julie Laue, seconded by Laura Koch, and carried to approve the agreement.

X. Next Meeting: Monday March 25, 2024 at 5:00 pm.

XI. Adjournment

A motion was offered by Julie Laue, seconded by Jeff Scholl, and carried to approve/disapprove adjourning the meeting at 5:55 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.*