



# SOUTHERN PLAINS EDUCATION COOPERATIVE

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[www.southernplainsedcoop.org](http://www.southernplainsedcoop.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**

***MINUTES***

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

J. Scholl, L. Koch, M. Schrader, S. Mittelstadt

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

A motion was offered by Jeff Scholl, seconded by Laura Koch, and carried to approve the January 23, 2023 Board Agenda.

### **III. Recognition of Visitors:** Stephanie Schmitz, Kendra Mattix

### **IV. Election of Officers**

#### **Chair**

Member Mike Schrader nominated Kyle Zierke for Chair.

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

Member Jeff Scholl seconded the motion. Motion carried.

#### **Clerk**

Member Jeff Scholl nominated Julie Laue for Clerk.

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

Member Laura Koch seconded the motion. Motion carried.

### **V. Guest Speaker:** Kendra Mattix gave a presentation on telepractice.

### **VI. Reports:**

**A.** Director Mittelstadt gave updates.

**B.** Assistant Director Schmitz gave updates.

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

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

**G. Access to Bank Accounts**

A motion was offered by Jeff Scholl, seconded by Laura Koch, and carried to approve 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 Jeff Scholl, seconded by Laura Koch, and carried to approve adjourning the meeting at 6:37 p.m.

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