



# SOUTHERN PLAINS EDUCATION COOPERATIVE

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

**Dawn Becker**  
Business Manager

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

**November 28, 2022**

**5:00 PM**

**1200 N. Park Street – Door 12**

**Fairmont, MN 56031**

***MINUTES***

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

J. Laue, FAS, W. Russenberger, MCW, A. Maday, GHEC, K. Zierke, BEA, M. Schrader, USC, S. Mittelstadt, Director.

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

A motion was offered by Kyle Zierke, seconded by Amy Maday, and carried to approve the November 28, 2022 Board Agenda.

### **III. Recognition of Visitors:** Dawn Becker, Business Manager; Stephanie Schmitz, Assistant Director; Craig Popenhagen, Auditor; Deb Bertram, Coordinator; Cheryl Hamp, Coordinator; Megan Aust, Ty Sturtz

### **IV. Presentation and Approval of Audit**

A motion was offered by Amy Maday, seconded by Mike Schrader, and carried to approve the Audit Report.

### **V. Guest Speaker:** Cheryl Hamp and Deb Bertram, Coordinators gave updates on what they do as coordinators

### **VI. Reports:**

- A.** Director Mittelstadt gave updates on facilities, initiatives, and legislative updates
- B.** Assistant Director Schmitz gave updates on student needs and numbers

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

A motion was offered by Julie Laue, seconded by Kyle Zierke, and carried to approve the September 26, 2022 meeting minutes.

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

Check registers for 10/13/2022, 10/27/2022, 11/10/2022, and wire transfers for 10/13/2022, 10/27/2022, 11/10/2022, 11/29/2022 presented for approval.

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

## **IX. Personnel**

### **A. Resignation**

1. Kevin Moriarty, Special Education Teacher, effective 12/22/2022

### **B. Hiring**

1. Miranda VanThuyne, Paraprofessional, effective 10/6/2022
2. Rayghn Schwager, Paraprofessional, effective 10/19/2022

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

## **X. Action Items**

### **A. Second Reading of Policies**

1. 208-Development of Policies
2. 210-Conflict of Interest
3. 408-Subpoena of a Cooperative
4. 409-Employee Publications
5. 410-Family and Medical Leave
6. 412- Expense Reimbursement
7. 413- Harassment
8. 415-Mandated Reporting
9. 416-Drug and Alcohol Testing
10. 417-Chemical Use and Abuse
11. 418-Drug Free Workplace
12. 510-Cooperative Activities
13. 512-Cooperative Publications
14. 515- Protection and Privacy
15. 524-Internet Acceptable Use and Safety
16. 603-Curriculum Development
17. 606-Textbooks and Instruction
18. 721-Uniform Grant Guidance

A motion was offered by Julie Laue, seconded by Mike Schrader, and carried to approve the above policies.

### **B. Seniority Lists**

1. Classified Staff
2. Certified Staff

A motion was offered by Mike Schrader, seconded by Amy Maday, and carried to approve the 2022-2023 Seniority Lists.

### **C. Assurance of Compliance for Minnesota Department of Education**

A motion was offered by Julie Laue, seconded by Mike Schrader, and carried to approve the Assurance of Compliance.

**D. Revised 2022-2023 Budget**

A motion was offered by Amy Maday, seconded by Kyle Zierke, and carried to approve the revised budget.

**E. Revised Staff Sharing Agreement with Minnesota Valley Education District**

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

**XI. New Business**

**A. First Reading of Policies**

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

**IX. Other**

**XII. Next Meeting: Monday, January 23, 2023 at 5:00 pm.**

**XIII. Adjournment**

A motion was offered by Julie Laue, seconded by Kyle Zierke, and carried to approve adjourning the meeting at 6:42 p.m.

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