

**Southern Plains Education Cooperative Board Meeting**  
**Monday, May 22, 2017**  
**5:00 PM**  
**201 E 3<sup>rd</sup> St.**  
**Fairmont, MN 56031**  
**MINUTES**

**I. Call to Order:**

The meeting was called to order at 5:00 pm. Board members present were: Julie Laue, Fairmont Area Schools, Bryan Nowicki, Granada Huntley East Chain Schools, Mike Pfeil, Truman Schools, Jesse Haugh, Blue Earth Area Schools, Sarah Mittelstadt, Director SPEC

**II. Approval of Agenda:**

A motion was offered by Jesse Haugh, seconded by Bryan Nowicki, and carried to approve the May 22, 2017 Board Agenda.

**III. Recognition of Visitors:** Joy Rachuy, Erin Toninato, Stephanie Schmitz

**IV. Guest Presenter:** Erin Toninato, Director, South Central Service Cooperative

**V. Director's Report:**

Director Mittelstadt shared updates on the growth limit and a survey completed this winter. Also, the board representative will be Bryan Nowicki.

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

A motion was offered by Bryan Nowicki, seconded by Julie Laue, and carried to approve the minutes of the SPEC Board Meeting of Monday, March 27, 2017

**VII. Presentation of Bills/Finance**

Check registers for 4/13/2017, 4/27/2017, 5/11/2017 and wire transfers presented for approval.

A motion was offered by Julie Laue, seconded by Jesse Haugh, and carried to approve the above check registers.

**VIII. Personnel**

**A. Hiring**

1. Sonya Massey, ECSE Teacher, effective 2017-18 school year
2. Stacie Winker, Bridges Teacher, effective 2017-18 school year
3. Ron Helmich, Bridges Teacher, effective 2017-18 school year

4. Britney Kawecki, School Nurse, effective 2017-18 school year
5. Marissa Hamilton, Psychologist, effective 2017-18 school year

A motion was offered by Bryan Nowicki, seconded by Julie Laue, and carried to approve the above hiring.

#### **B. Resignations/Terminations/Retirements**

1. April Detloff, Bridges Teacher, effective 6/7/2017
2. Jennifer Kafka, Bridges Teacher, effective 6/7/2017
3. Amber Singleton, Paraprofessional at FHS, effective 5/11/2017
4. Adam Walker, Paraprofessional at FHS, effective 6/2/2017

A motion was offered by Jesse Haugh, seconded by Bryan Nowicki, and carried to approve the above personnel changes.

#### **C. Extended Leave**

1. Jennifer Kafka from end of FMLA leave on 4/19/2017 to the end of the school year.

A motion was offered by Julie Laue, seconded by Bryan Nowicki, and carried to approve the above leave extension.

### **IX. New Business**

#### **A. Approve Southern Plains Education Cooperative Calendars**

A motion was offered by Bryan Nowicki, seconded by Julie Laue, and carried to approve the 2017-2018 calendars.

#### **B. Instructional Staff Sharing Agreement with MN Valley Ed District**

For .6 FTE of Physical Therapy Assistant, Betsy Schultz's contracted time to be with Minnesota Valley Education District.

A motion was offered by Julie Laue, seconded by Jesse Haugh, and carried to approve instruction staff sharing of Physical Therapy Assistant Betsy Schultz with Minnesota Valley Education District.

#### **C. Appoint Dawn Becker, Business Manager, as the Identified Official with Authority**

A motion was offered by Bryan Nowicki, seconded by Julie Laue, and carried to approve Dawn Becker, Business Manager, as the Identified Official with Authority.

#### **D. Approval for Signatures on School District Checks**

A motion was offered by Jesse Haugh, seconded by Bryan Nowicki, and carried to approve Board Chair's, Mike Pfeil and Board Clerk's, Julie Laue, signatures on school district checks.

#### **E. Access to Bank Accounts**

A motion was offered by Julie Laue, seconded by Bryan Nowicki, and carried to approve access to bank accounts for Business Manager, Dawn Becker, Financial Secretary, Laura Teveldal and Director, Sarah Mittelstadt.

**F. Approve Addendum #3 to Lease Agreement**

A motion was offered by Jesse Haugh, seconded by Bryan Nowicki, and carried to approve Addendum #3 to Lease Agreement with Minnesota Energy Resources.

**G. Approve Agreement with Sara Swanson for On-Call Interpreter Services**

A motion was offered by Bryan Nowicki, seconded by Jesse Haugh, and carried to approve Agreement with Sara Swanson for on-call interpreter services.

**H. Approve Audit Agreement with Clifton Larson Allen for Fiscal Year 2017**

A motion was offered by Jesse Haugh, seconded by Bryan Nowicki, and carried to approve Audit Agreement with Clifton Larson Allen for fiscal year 2017.

**I. First Reading of Policies**

1. 110 – Governance
2. 120 - Services

**X. Other**  
None

**XI. Next Meeting: Monday, June 26, 2017**

**XII. Adjournment**

A motion was offered by Bryan Nowicki, seconded by Julie Laue, and carried to approve/disapprove adjourning the meeting at 6:24 p.m.