

**Plains Education Cooperative Board Meeting**  
**Monday, August 22 ,2016**  
**5:00 PM**  
**201 East 3<sup>rd</sup> Street, Fairmont, MN 56031**  
**Minutes**

**I. Call to Order:**

The meeting was called to order at 5:00 pm. Board members present: Julie Laue, Fairmont Area Schools, Wendi Russenberger, Martin County West Schools, Bryan Nowicki, Granada Huntley East Chain Schools, Mike Pfeil, Truman Schools, Sheila Ripley, Blue Earth Area Schools, Mike Schrader, United South Central Schools Sarah Mittelstadt, Director

**II. Approval of Agenda:**

A motion was offered by Julie Laue, seconded by Wendi Russenberger, and carried approve the August 22, 2016 Board Agenda, with the change in removing Amanda Shumski.

**III. Recognition of Visitors:** Cheryl Hamp & Jennifer Kimpton

**IV. Guest Presenter:** Jennifer Kimpton, School Social Worker at Bridges, presented on Adverse Childhood Effects.

**V. Director's Report:** Director Mittelstadt gave an update on hiring, the workforce shortage, and fall trainings.

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

A motion was offered by Wendi Russenberger, seconded by Sheila Ripley and carried to approve the minutes of the SPEC Board Meeting of Monday, June 27, 2016.

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

Check registers for 7/14/2016, 7/28/2016, and 8/11/2016 and wire transfers presented for approval.

A motion was offered by Mike Schrader, seconded Bryan Nowicki, and carried to approve the above check registers.

**VIII. Personnel**

**A. Resignations/Terminations/Retirements**

1. Jean Parsley, Paraprofessional at Winnebago, effective 7/21/2016
2. Everardo Ibarra, Paraprofessional at Winnebago, effective 8/17/2016

A motion was offered by Wendi Russenberger, seconded by Sheila Ripley, and carried to approve the above personnel changes.

### **B. Hiring**

1. Ricki Oskerson, Paraprofessional at FHS, effective 8/24/2016
2. Dianne Pearson, Paraprofessional at FHS, effective 8/24/2016
3. Amanda Shumski, Paraprofessional at FHS, effective 8/24/2016
4. Adam Walker, Paraprofessional at FHS, effective 8/24/2016
5. Kiesha Glienke, Paraprofessional at FHS, effective 8/24/2016
6. Kyle Aubart, Spec Ed/Gen Ed Teacher at MN Girls Academy, effective 8/30/2016

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

### **C. Leave of Absences**

1. Mary Freeman; 1 year; effective FY17
2. Barb Brady; 1 year; effective FY17
3. Kathy Lenz, 6 weeks, effective 8/24/2016

A motion was offered by Sheila Ripley, seconded by Bryan Nowicki, and carried to approve the above Leave of Absence.

### **D. Lane Change**

1. Rhonda Petrowiak

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

### **E. Employee Work Agreement**

1. Stephanie Schmitz

A motion was offered by Wendi Russenberger, seconded by Sheila Ripley, and carried to approve the above Work Agreement.

## **IX. New Business**

### **A. Technology Agreement with Fairmont Area Schools**

A motion was offered by Bryan Nowicki, seconded by Mike Schrader and carried to approve the agreement with Fairmont Area Schools.

### **B. Staff Sharing Agreements**

- a. Agreement with Granada-Huntley-East Chain for 1.0 School Cook
- b. Agreement with Minnesota Valley Education for 0.3 Teacher of Deaf/Hard of Hearing

A motion was offered by Sheila Ripley, seconded by Julie Laue and carried to approve the Service agreement with Minnesota Valley Education District.

**C. Agreement for Services with Minnesota Girls Academy**

A motion was offered by Bryan Nowicki, seconded by Mike Schrader and carried to approve the agreement for services with Minnesota Girls Academy

**D. Agreement with United Builders of Blue Earth, Inc**

A motion was offered by Mike Schrader, seconded by Bryan Nowicki and carried to approve the agreement with United Builders of Blue Earth, Inc. for the construction project in the Winnebago building.

**E. Approve the 2016-17 and 2017-18 Master Agreement with Southern Plains Education Cooperative Support Personnel (SPECSP) pending ratification by the SPECSP on August 24, 2017.**

A motion was offered by Wendi Russenberger, seconded by Sheila Ripley and carried to approve the Master Agreement with Southern Plains Education Cooperative Support Personnel pending ratification by the SPECSP on August 24, 2017.

**F. School Resource Officer Agreement**

A motion was offered by Wendi Russenberger, seconded by Bryan Nowicki and carried to approve the School Resource Officer Agreement

**G. SPEC Yearly Organization Activities  
Resolution to Set the Following Organizational Activities In place for 2016-2017**

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 (if needed)
5. Teacher sub pay at \$125 for Southern Plains Program Teachers and \$115 for Fairmont Special Education Teachers, Paraprofessional Class I sub pay set at \$12.00 per hour or Step 1 of Classification 1, Class II Paraprofessional rate of pay will be \$13.50 per hour or Step I of Classification II of Paraprofessional Master Agreement for the 2015-2016 school year
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

A motion was offered by Mike Schrader, seconded by Julie Laue, and carried to approve the SPEC Yearly Organization Activities.

**H. Designate the following banks as depositories of school funds and authorize the Director and Business Manager to sign release agreements for pledged securities for collateral purposes and initiate and approve electronic fund transfers:**

1. Bank Midwest, Fairmont
2. Minnesota School District Liquid Asset Fund

A motion was offered by Wendi Russenberger, seconded by Julie Laue, and carried to approve the above banks as depositories of school funds and authorize the Director and Business Manager to sign release agreements.

**X. Other**  
None

**XI. Next Meeting:** Monday, September 26, 2016 at SPEC office

**XII. Adjournment**

A motion was offered by Sheila Ripley, seconded by Bryan Nowicki, and carried to approve adjourning the meeting at 6:00 p.m.