



SOUTHERN PLAINS EDUCATION COOPERATIVE

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Sarah A. Mittelstadt, EdD
Executive Director

Dawn Becker
Business Manager

Southern Plains Education Cooperative Board Meeting
August 26, 2019
5:00 PM
201 E 3rd St.
Fairmont, MN 56031
MINUTES

I. Call to Order:

Wendi Russenberger, Martin County West, Chris Pytleski, Granada Huntley East Chain, Kyle Zierke, Blue Earth Area, Mike Schrader, United South Central, Sarah Mittelstadt, Director.

II. Approval of Agenda:

A motion was offered by Kyle Zierke, seconded by Mike Schrader, and carried to approve the August 26, 2019 Revised Board Agenda.

III. Recognition of Visitors: Cole Tobin, Stephanie Schmitz

IV. Reports:

- A. Director Mittelstadt gave updates on the building, moving, and hiring.
- B. Administrative Coordinator Stephanie gave updates on our online learning platform. She and Sarah gave updates on ALC numbers and efforts to keep students in their resident districts.
- C. Construction Manager Cole gave updates on inspections and upcoming activities.

V. Approval of Prior Meeting Minutes:

A motion was offered by Mike Schrader, seconded by Kyle Zierke, and carried to approve the minutes of the SPEC Board Meeting of Monday, July 29, 2019.

VI. Presentation of Bills/Finance

Check registers for 7-25-2019, 8-9-2019, 8-22-2019, and wire transfers presented for approval.

A motion was offered by Chris Pytleski, seconded by Kyle Zierke, and carried to approve the above check registers and wire transfers.

VII. Personnel

A. Hiring

1. Carolyn Higgins, Behavior Interventionist, effective 2019-20 school year
2. David Oltman, Custodian, effective 2019-2020 school year
3. Peter Miller, Custodian, effective 2019-2020 school year
4. Kaitlyn Thiesse, DAPE Teacher, effective 2019-20 school year

A motion was offered by Mike Schrader, seconded by Chris Pytleski, and carried to approve the hiring of the named individuals.

B. Work Agreements

1. Kate Hawkins, Early Intervention Coordinator
2. Lori Jacobsen, Licensed Psychologist
3. Jennifer Martin, Psychometrist

A motion was offered by Kyle Zierke, seconded by Mike Schrader, and carried to approve the above work agreements.

C. Lane Change

1. Kelly Grupe, MA+20 to MA+30

A motion was offered by Mike Schrader, seconded by Chris Pytleski, and carried to approve the above lane change.

VIII. Action Items

A. Approve agreement with Fairmont Area Schools for Custodial Management

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

B. Approve agreement with Fairmont Area Schools for Food Service

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

C. Approve agreement with Hometown Sanitation for garbage and recycling service

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

D. Southern Plains Education Cooperative Employee Handbook

A motion was offered by Chris Pytleski, seconded by Kyle Zierke, and carried to approve the employee handbook.

E. Southern Plains Education Cooperative Arise Academy Student Handbook

A motion was offered by Kyle Zierke, seconded by Mike Schrader, and carried to approve the student handbook.

F. SPEC Yearly Organization Activities Resolution to Set the Following Organizational Activities in place for 2019-2020

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 4th Monday of each month, except when the date is a holiday, and July 29th.
5. Teacher Sub pay at \$145 per day, Paraprofessional Class I sub pay set at \$15.50
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.
8. Approve Ratwik, Roszak & Maloney, P.A. as Legal Representation for 2019-2020 and Authorize Board Chair and Director to contact Legal Counsel.

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

G. Memorandum of Understanding with Southern Plains Education Cooperative Education Association

A motion was offered by Chris Pytleski, seconded by Kyle Zierke, and carried to approve the above Memorandum.

H. Fund Transfer of \$25,231.63 from the General Fund to the Food Service Fund

A motion was offered by Mike Schrader, seconded by Chris Pytleski, and carried to approve the above fund transfer to eliminate the deficit balance in food service as of 6/29/2019.

IX. Other
None

X. Next Meeting: Monday, September 23rd at 5:00 pm

XI. Adjournment

A motion was offered by Kyle Zierke, seconded by Chris Pytleski, and carried to approve adjourning the meeting at 5:58 p.m.
