



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, 2024

5:00 PM

1200 N. Park Street – Door 12

Fairmont, MN 56031

MINUTES

I. Call to Order:

Roll Call:

J. Laue, J. Scholl, M. Schrader, K. Zierke, L. Koch, S. Mittelstadt

II. Approval of Agenda:

A motion was offered by Julie Laue, seconded by Jeff Scholl, and carried to approve the August 26, 2024 Board Agenda.

III. Recognition of Visitors: Dawn Becker, Stephanie Schmitz, David Oltman, Megan Heller, Kelci Russenberger, Marissa Naab, Brook Maday

IV. Reports:

- A.** Director Mittelstadt gave updates from this summer and staffing.
- B.** Assistant Director Schmitz gave a cell phone policy update.
- C.** Business Manager discussed the fixed asset capitalization threshold.

V. Approval of Prior Meeting Minutes:

A motion was offered by Julie Laue, seconded by Laura Koch, and carried to approve the May 20, 2024 meeting minutes.

VI. Presentation of Bills/Finance

Check registers for, 6/13/2024, 6/27/2024, 7/11/2024, 7/25/2024, 8/8/2024, 8/22/2024 and wire transfers presented for approval.

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

VII. Personnel

A. Resignations/Retirements/Terminations

1. Jared Berhow, Paraprofessional, effective 6/30/2024
2. Sirena Gehrt, Paraprofessional, effective 6/30/2024
3. Jennifer Wolfe, Mental Health Professional, 9/6/2024
4. Kevin Moriarty, Behavior Interventionist, 8/26/2024

B. Hiring

1. Stacy Bailey, Long Term Substitute, effective 8/7/2024
2. Kaitlin Martinson, ALC Teacher, effective 8/7/2024
3. Becky Burud-Kolander, Speech and Language Pathologist, effective 8/7/2024
4. Jennifer Howard, Early Childhood Teacher, effective 8/7/2024
5. Lori Jacobsen, Psychologist, effective 8/7/2024
6. Gabriel Brewster, Paraprofessional, effective 8/21/2024

C. Work Agreements

1. Stephanie Schmitz, Assistant Director, for the 2024-25 and 2025-26 school years.

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

VIII. Action Items

A. Lane Change

1. Desiree Meacham, BA to BA20
2. Matt Lytle BA20 to MA

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

B. Approve food service agreement with Fairmont Area School

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

C. Approve Meal Prices for 2024-2025

Student Breakfast- \$2.40
Adult Breakfast- \$2.95
K-6 Lunch- \$5.00
7-12 Lunch- \$5.00
Adult Lunch- \$5.00

A motion was offered by Laura Koch, seconded by Julie Laue, and carried to approve the above meal prices for 2024-2025.

D. SPEC Yearly Organization Activities to Set the Following Organizational Activities in place for 2024-2025

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 August, September, November, January, March, May, and June, except when the date is a holiday it will be moved to the third Monday.
5. Teacher Sub pay at \$185 per day, Paraprofessional Class I sub pay set Class I, Step 1
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 Kennedy-Graven and Ratwik, Roszak & Maloney, P.A. as Legal Representation and Authorize Board Chair and Director to contact Legal Counsel.

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

E. Southern Plains Education Cooperative Employee Handbook

A motion was offered by Mike Schrader, seconded by Julie Laue, and carried to approve the SPEC Employee Handbook.

F. Southern Plains Education Cooperative Arise Academy Student Handbook

A motion was offered by Kyle Zierke, seconded by Mike Schrader, and carried to approve the Arise Student Handbook.

G. Set Usage rate for the Arise Programs at \$68.16

A motion was offered by Julie Laue, seconded by Laura Koch, and carried to approve the above rates.

H. Approve Water Management Plan

A motion was offered by Jeff Scholl, seconded by Julie Laue, and carried to approve the Water Management Plan.

I. Approve Instructional Sharing Agreements

1. For .4 FTE of Physical Therapy Assistant, Betsy Schultz's contracted time to be with Minnesota Valley Education District.
2. For .5 FTE of Speech Language Pathologist, Becky Kolander's contracted time to be with Southern Minnesota Consortium District.
3. For .5 FTE for Speech and Language Pathologist, Becky Kolander's contracted time to be with Jackson County Central.
4. For .3 FTE of Speech Language Pathologist, Tara Blair's contracted time from United South Central.

5. For .4 FTE of Speech Language Pathologist, Audrey Geistfeld's contracted time to Southern Minnesota Education Consortium.
6. For .7 FTE of Teacher of the Deaf and Hard of Hearing, Jacquilyn Shasky's contracted time from River Bend Education District

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

Motion passed 4 to 1 with Jeff Scholl voting against

J. Set fix Asset Capitalization Threshold to \$5,000

A motion was offered by Jeff Scholl, seconded by Julie Laue, and carried to approve the Asset Capitalization Threshold.

IX. New Business

A. First Reading of Policies

1. 406-Public and Private Personal Data
2. 413- Harassment
3. 416- Drug and Alcohol Testing
4. 418-Drug Free Workplace
5. 419-Tobacco Free Environment
6. 503-Student Attendance
7. 506-Student Discipline
8. 507-Corporal Punishment and Prone Restraint
9. 513-Student Promotion, Retention, and Program Design
10. 514-Bullying Prohibition Policy
11. 515-Protection and Privacy of Pupil Records
12. 516-Student Medication and Telehealth
13. 521- Student Disability Nondiscrimination
14. 522-Title IX Nondiscrimination
15. 524-Internet Acceptable Use and Safety Policy
16. 526- Hazing Prohibition
17. 527-Student Parking
18. 532-Use of Peace Officers
19. 604-Instructional Curriculum
20. 613-Graduation Requirements
21. 616-Cooperative System Accountability
22. 620-Credit for Learning

X. Next Meeting: Monday September 23, 2024 at 5:00 pm.

XI. Adjournment

A motion was offered by Jeff Scholl, seconded by Mike Schrader, and carried to approve adjourning the meeting at 5:52 p.m.

**Individuals wishing to address the board should notify the Director, Sarah Mittelstadt, with their name, the group they represent (if any), and the subject they wish to address at the meeting.*