

Southern Plains Education Cooperative Board Meeting
August 27, 2018
6:30 PM
201 E 3rd St.
Fairmont, MN 56031
Minutes

I. Call to Order:

Julie Laue, Fairmont Area Schools, Wendi Russenberger, Martin County West, Bryan Nowicki, Granada Huntley East Chain, Mike Pfeil, Truman Schools, Jesse Haugh, Blue Earth Area Schools, Mike Schrader, United South Central, Sarah Mittelstadt, Director

II. Approval of Agenda:

A motion was offered by Wendi Russenberger, seconded by Mike Schrader, and carried to approve the August 27, 2018 Board Agenda.

III. Recognition of Visitors: Dawn Becker, Stephanie Schmitz

IV. Director's Report: Sarah shared updates on facilities, testifying for PELSB, finding substitutes for Accounts Payable and fall inservices.

V. Approval of Prior Meeting Minutes:

A motion was offered by Julie Laue, seconded by Jesse Haugh, and carried to approve the minutes of the SPEC Board Meeting of Monday, July 30, 2018.

VI. Presentation of Bills/Finance

Check registers for 8/7/2018, 8/9/2018, 8/23/2018, and wire transfers presented for approval.

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

VII. Personnel

A. Resignations/Terminations/Retirements

1. Amanda Shumski, Paraprofessional, effective 8/27/2018
2. Michelle Johnson, Paraprofessional, effective 8/14/2018

A motion was offered by Jesse Haugh, seconded by Wendi Russenberger, and carried to approve the resignation.

B. Hiring

1. Molly Tietje, Floating Substitute, effective 8/21/2018

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

C. Lane Changes

1. Rhonda Petrowiak, BA +40 to MA
2. Mandy Peyman, BA +30 to BA +40
3. Abbie Ensrud, BA to BA +30

A motion was offered by Jesse Haugh, seconded by Mike Pfeil, and carried to approve the above Lane Changes.

VIII. Old Business

A. Second Reading of Policies

1. 102- Equal Educational Opportunity
2. 205- Open Meetings and Closed Meetings
3. 401- Equal Employment Opportunity
4. 410- Family and Medical Leave Policy
5. 413- Harassment
6. 414- Maltreatment Reporting
7. 415- Mandated Reporting
8. 419- Tobacco-Free Environment
9. 421- Gifts to Employees
10. 514- Bullying Prohibition Policy
11. 522- Unlawful Sex Discrimination
12. 524- Internal Acceptable Use and Safety Policy
13. 525- Violence Prevention
14. 530- Immunization Requirements
15. 602- Organization of School Calendar and School Day

A motion was offered by Jesse Haugh, seconded by Wendi Russenberger, and carried to approve the above Policies.

IX. New Business

A. Work Agreements

1. Lori Jacobsen, Psychologist, 2018-2019
2. Shelley Junkermeier, Student Service Coordinator, 2018-2020
3. Megan Heller, Office Coordinator, 2018-2020
4. Jen Martin, Psychometrist, 2018-2019
5. Kate Hawkins, IFSP Coordinator, 2018-2019

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

B. Southern Plains Education Cooperative Employee Handbook

A motion was offered by Jesse Haugh, seconded by Mike Pfeil, and carried to approve the Employee Handbook.

C. Southern Plains Winnebago Programs Handbook

A motion was offered by Mike Schrader, seconded by Wendi Russenberger, and carried to approve the Winnebago Programs Handbook

D. Contract with Finstad Skidloader Services

A motion was offered by Jesse Haugh, seconded by Julie Laue, and carried to approve the above contract for lawn care.

E. SPEC Yearly Organization Activities Resolution to Set the Following Organizational Activities In place for 2018-2019

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.
5. Teacher Sub pay at \$145 per day, Paraprofessional Class I sub pay set at \$12.00 per hour, Class II Paraprofessional rate of pay will be \$14.00 per hour or Step I of the SPECSP Master Agreement for the 2018-2019 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 Wendi Russenberger, and carried to approve the SPEC Yearly Organization Activities.

X. Other
None

XI. Next Meeting: Monday, September 24, 2018 at 5:00 pm

XII. Adjournment

A motion was offered by Wendi Russenberger, seconded by Julie Laue, and carried to approve adjourning the meeting at 7:16 p.m.
