

Southern Plains Education Cooperative Board Meeting
Monday, August 28, 2017
5:00 PM
201 E 3rd 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, Wendi Russenberger, Martin County West Schools, Bryan Nowicki, Granada Huntley East Chain Schools, Mike Schrader, United South Central Schools, Sarah Mittelstadt, Director.

II. Approval of Agenda:

A motion was offered by Wendi Russenberger, seconded by Julie Laue, and carried to approve the Revised August 28, 2017 Board Agenda.

III. Recognition of Visitors:

IV. Guest Presenters: Kristin Tietje and Shelly Krahmer, Accessible Playground Committee

V. Director's Report:

Director Mittelstadt shared about issues with service dogs, difficulties with hiring, and updates from the fall inservice.

VI. Approval of Prior Meeting Minutes:

A motion was offered by Julie Laue, seconded by Mike Schrader, and carried to approve the corrected minutes of the SPEC Board Meeting of Monday, June 26, 2017.

VII. Presentation of Bills/Finance

Check registers for 7/13/2017, 7/27/2017, 8/10/2017, and 8/24/2017 and wire transfers presented for approval.

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

VIII. Personnel

A. Resignations/Terminations/Retirements

1. Brooke Bonin, Paraprofessional at FES, effective 8/4/2017
2. Melissa Baarson, Paraprofessional at FHS, effective 8/28/2017

A motion was offered by Wendi Russenberger, seconded by Mike Schrader, and carried to approve the above resignations.

B. Leave Of Absence

1. Ashley Blazejak, Paraprofessional in Winnebago, 1 year leave
2. Barb Brady, Paraprofessional at FHS, 1 year leave

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

C. Hiring

1. Jennifer Martin, Psychometrician, effective 8/21/2017
2. Emily Smith, Paraprofessional at Winnebago, effective 8/23/2017
3. Emily Lyle, Paraprofessional at FHS, effective 8/23/2017
4. Lindsey Shively, Paraprofessional at FES, effective 8/23/2017
5. Rilyn Muller, Paraprofessional at FHS, effective 8/23/2017
6. Joanna Long, Paraprofessional at FHS, effective 8/23/2017
7. Jamie Miller, Paraprofessional at FES, effective 8/23/2017
8. Marci Olsen, Paraprofessional at Winnebago, effective 8/31/2017
9. Sandy Ehlert, Paraprofessional at FHS, effective 8/23/2017

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

IX. Old Business

A. Second Reading of Policies

1. 214-Out of State Travel
2. 531-The Pledge of Allegiance
3. 533-Wellness
4. 534-Unpaid Meal Charges
5. 709-Student Transportation Safety
6. 806-Crisis Management Policy

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

X. New Business

A. Approve 2017-2018 Meal Prices

Student Breakfast- \$1.65
Adult Breakfast- \$2.25
K-6 Lunch- \$2.55
7-12 Lunch- \$2.80
Adult Lunch- \$3.65

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

B. Staff Sharing Agreements

1. For .15 FTE of Teacher of the Deaf/Hard of Hearing, Nichole Jacobsen contracted time to be with Southern Plains Education Cooperative from Minnesota Valley Education District.

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

C. First Reading of Policies

1. 616- School District System Accountability
2. 103-Complaints
3. 506- SPEC Student Discipline

D. Revised Policies to Align with Minnesota School Board Association

1. 405 – Veteran’s Preference
2. 413 – Harassment
3. 414 – Maltreatment Reporting

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

E. Memorandum of Understanding with Southern Plains Education Support Personnel

A motion was offered by Julie Laue, seconded by Mike Schrader, and carried to approve the above Memorandum of Understanding with SPECSP

F. Agreement for services with Minnesota Girls Academy

A motion was offered by Mike Schrader, seconded by Julie Laue, and carried to approve the agreement with Minnesota Girls Academy

G. Agreement for services with Pediatric Therapy

A motion was offered by Wendi Russenberger, seconded by Julie Laue, and carried to approve the agreement with Pediatric Therapy.

H. Southern Plains Education Cooperative Employee Handbook

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

I. Southern Plains Student Handbooks

1. ALC Student
2. Southern Plains Programs Student

A motion was offered by Wendi Russenberger, seconded by Mike Schrader, and carried to approve the SPEC Handbooks

J. SPEC Yearly Organization Activities

Resolution to Set the Following Organizational Activities In place for 2017-2018

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 (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 2016-2017 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 Wendi Russenberger, seconded by Julie Laue, and carried to approve the SPEC Yearly Organization Activities.

X. Other
None

XI. Next Meeting: Monday, September 25, 2017 at 5:00 pm

XII. Adjournment

A motion was offered by Wendi Russenberger, seconded by Mike Schrader, and carried to approve/disapprove adjourning the meeting at 6:15 p.m.
