

#### IV. Director's Report:

**Food Service:** GHEC has been sponsoring us for food service for the last two years. They are not finding that it is beneficial for them, and they are concerned because they have an audit next year. (Our students don't always like to follow the rules set by the government and tend to boycott those expectations in unique ways.) As we look at this, we are already doing much of the workload. This will just add work in the back-office functions in our office. I am working on the application.

**HR Position:** As I mentioned in an email, Anna Oswald has resigned. This was a position added last year when Laura Teveldal went part-time. I am working on rethinking this position and will have a recommendation for the board meeting.

**Grant:** We had a GREAT year with our setting 4 grant. This was a grant for staff development that allowed us to purchase curriculum and provide training. We brought in U of M Mankato professors. This was a very good opportunity. This grant is open again, and Stephanie is working on the application.

**ECSE Transition:** I want to reiterate again, that we are making a transition over four years to the member districts so that they will be claiming the ECSE students ages 3-5. This is resulting in increased bills from Southern Plains; however, it is ALSO resulting in increased state aid and a reduction in costs in tuition billing. So, the costs are generally neutral.

**Medically fragile students:** As I am wrapping up our performance reviews for staff (birth-3 work year-round, so I used all of the time I could get), I was amazed at the number of medically fragile students we have coming up in the future. I had conversations with a couple of superintendents that have to hire nurses for these students. We are talking about the possibility in the future of Southern Plains hiring the one on one nurses. At this time, it makes more sense for the districts to contract with agencies, but this may be something we want to consider in the future.

**Program Evaluation:** I intend to go through this at the board meeting. Included is the annual program evaluation I do. Sorry, this was a quick production, and has not necessarily been proofed. But, I do feel there is good data. I have a few key questions for you that I would like to discuss at the meeting:

- Why do you think we are seeing an increase in students with Specific Learning Disabilities?
- Why do you think we are seeing an increase in students attending the Setting 4 programs?
- Why are our districts cost effective for special education services?
- Do you agree that enrollments will continue to decline?
- What does the population decline mean for our space issues in Winnebago?

#### VII. Personnel

##### A. Resignations/Terminations/Retirements

- a. Mary Freeman, Paraprofessional at FES. Mary was on leave this past year. I was hoping she would be ready to return; unfortunately she is not.
- b. Sam Tow, Paraprofessional at FHS
- c. Kiesha Glienke, Paraprofessional at FHS
- d. Anna Oswald, Human Resource Generalist

I recommend approving these resignations.

## **B. Hiring**

- a. Rick Uttech, DAPE Teacher. Rick was previously a DAPE teacher hired by Granada Huntley-East Chain and contracted to us for the past two years. Rick is interested in staying on with us part-time for another year. This has been a good fit, and I recommend Rick for this position.
- b. Karen Dewar, Occupational Therapist. Karen retired two years ago and returned this last year for a .6 position. I talked her into returning for 2017-18 for a .13 (24 days) to service birth-3. The remaining portion of this position will be a cut.

## **C. Work Agreements**

- a. Sarah Mittelstadt, Director. Attached you will find my recommended contract as well as some comparisons with comparable positions. I met with Mike Pfeil and Julie Laue and they recommend this contract.
- b. Lori Jacobsen, Psychologist. Lori is a Clinical Psychologist working under the direction of a School Psychologist. However, Lori also brings a wealth of experience and leadership. She acts as the lead for the psychologists and the Coordinator for Martin County West. I recommend an increase from \$63,000 to \$64,000, consistent with the certified agreement.
- c. James Miller, Southern Plains Bridges Teacher. James has worked for the past two years as a Community Expert. He is finishing up his program this coming year through St. Mary's. I recommend an increase from \$41,972 to \$42,667, consistent with the certified agreement.
- d. Matt Nielsen, Work Based Learning Teacher. Matt has worked for the past two years as a Work Based Learning Teacher and started the PAES Lab. He is finishing up his special education license this year through St. Mary's. I recommend an increase from \$52,766 to \$53,500, consistent with the certified agreement.
- e. Nicole Runkle, Southern Plains PALS Teacher. Nicole has worked for the past year as a teacher in the PALS classroom. She is hoping to enter the program at Southwest State this coming year. I recommend an increase from \$41,972 to \$42,667, consistent with the certified agreement.
- f. Dawn Becker, Business Manager. I am recommending an increase from \$59,540 to \$61,000 in 2017-18 and \$62,000 in 2018-19. This is approximately 2% per year which is consistent with what most of our districts are settling at for office staff.
- g. Laura Teveldal, Financial Secretary, 2017-2019

## **VIII. Old Business**

- A. Second Reading of Policies**
  - 1. 110-Governance**
  - 2. 120- Services**

I recommend these policies with changes as per the discussion at our meeting in May. The changes are included in this copy.

## **IX. New Business**

### **A. Service Agreements**

- 1. Payroll & Benefits**
- 2. Technical Services**

This is a continued agreement with Fairmont. Each year we have continued conversations on the most efficient way to provide/receive these services and the reasonableness of costs.

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

- i. For .1 FTE of Speech Language Pathologist, Marnie Norman's contracted time to be with Southern Plains Education Cooperative
- ii. For .1 FTE of Speech Language Pathologist, Tara Blair's contracted time to be with Southern Plains Education Cooperative
- iii. For .6 FTE of Teacher of the Deaf/Hard of Hearing, Jacqui Shasky's contracted time to be with Southern Plains Education Cooperative

These are standard agreements we have each year. These allow for BEA & USC SLPs to provide birth-3 services. Additionally, this is an agreement for a Teacher of the Deaf and Hard of Hearing (DHH) from Riverbend. The DHH agreement is an increase from a .4 to a .6 due to increased needs. At our next meeting we will be approving an agreement from MN Valley Education District for our other DHH teacher servicing USC. That agreement will go from a .5 to a .15.

### **C. Adopted Budget for 2016-2017**

See notes in the attached budget. Note that the ECSE changes have made things very confusing.

### **D. Preliminary Budget for 2017-2018**

See notes in the attached budget.

### **E. Application for School Nutrition to the Minnesota Dept. Of Education**

Granada Huntley-East Chain would like to discontinue our agreement for food service. This is approving that Director Mittelstadt would pursue an agreement with the MN Department of Education to become an authorized School Food Authority. We already have a qualified Food Service Director and license to prepare food on site. We have been doing all of the notifications of overdue accounts, monitoring accounts, doing meal counts, and ordering food. We will now have to add policies which are outlined below, report meal counts to MDE, deposit food service funds, and conduct audits of the food service accounts and program. So, the bulk of the increased workload will be noted in the Southern Plains office.

### **F. Approve Fairmont Area Withdrawal of Paraprofessional Services**

Fairmont has given notice that they would like to hire the paraprofessionals working in their buildings starting in 2018-19. This has been discussed numerous times, and I think this will be a positive change for all parties. This is in line with the Services policy that is being approved. I recommend approving this request.

## **G. Revision of Policies**

1. 530 – Immunization Requirement
2. 521 – Student Disability Nondiscrimination
3. 527 – Student Use and Parking of Motor Vehicles
4. 402 – Disability Nondiscrimination

We have only done single readings of policies that only have small updates. These are only updates due to changes in personnel that must be defined in policy. I recommend these changes.

## **H. First Reading of Policies**

1. 214- Out of State Travel
2. 581 – Pledge of Allegiance
3. 709 – Student Transportation
4. 806 – Crisis Management
5. 533 – Wellness
6. 534 – Charging for Student Lunch Accounts

These are policies that are required, but we do not have them in current policy. They are in line with MSBA policies with only a few changes due to our unique needs.

## **I. Approve Donations from Color Run**

The Winnebago programs did a color run during 'Bago Fun Fest. Donations were given. These will be used for student reinforcements.