

IV. Guest Presenters: I have been on a committee (I deserve very little credit, my schedule allows FEW meetings) that is raising funds and working with the city of Fairmont to add an accessible playground at Gomsrud Park. This is a great resource for ALL children and families; however, this would be an exceptionally nice feature for students and parents with physical disabilities as well as sensory difficulties such as vision impairments, over stimulation, etc. I have asked some of the committee members to present.

V. Director's Report:

- a. **Fall Inservices:** I am writing these reference notes early because the week of August 21st, Megan and I will be out most of the week. August 22nd is a training for special education teachers and psychologists on evaluating students that are ELL. Tuesday, the 22nd is the certified special education staff training; Wednesday the 23rd is the classified staff training; and Thursday the 24th is a training for those that have not had initial training on handling physical interactions with students (CPI).
- b. **Hiring:** At the time I write this we still need one paraprofessional. This may change one way or the other. However, we are having some issues getting some of our people licensed. This may turn into a crisis, but I am trying not to panic at this time.
- c. **Para Transition:** By statute we have to give notice to the classified staff that Fairmont is hiring the paraprofessionals. This was a good thing to do at this time since many were hearing this through the rumor mill. The responses are as varied as we expected. However, it has gone well. We are ready to help Fairmont in any way to support the transition.
- d. **Fiscal Monitoring:** In 2018-19 we will be have our fiscal monitoring by the MN Department of Education. They will review what we did in 2017-18. So, I am helping districts get in compliance, and this does mean some additional workload for districts.

VIII. Personnel

A. Resignations/Terminations/Retirements

- 1. Brooke Bonin, Paraprofessional at FES, effective 8/4/2017
Brooke is the only resignation since our last meeting. She will be returning to school, but she would like to remain on as a substitute.

B. Leave Of Absence

- 1. Ashley Blazejak, Paraprofessional in Winnebago, 1 year leave
 - 2. Barb Brady, Paraprofessional at FHS, 1 year leave
- Ashley is requesting a one year discretionary leave as per the master agreement. Barb had a one year discretionary leave and is now requesting a one-year medical leave. These are both in line with the master agreement. I support these leaves.

C. Hiring

- 1. Jennifer Martin, Psychometrician, effective 8/21/2017
I recommend Jennifer 3 days per week to help out our School Psychologists due to the fact they were already stretched and we could only replace our full-time resignation with a part-time person. Jennifer was half-way through her program to become a School Psychologist when she moved to Minnesota and was not able to complete her program. She has been a consistent substitute teacher for the last few years. This is a great opportunity to utilize her skills. She has sufficient post-

graduate work to conduct many of the duties, but she will need to be under the direction of a School Psychologist.

2. Emily Smith, Paraprofessional at Winnebago, Step 3
Stephanie recommends Emily Smith as a paraprofessional to replace the two resignations at Winnebago toward the end of the year last year (Bryan Struck and Brandi Hotzler). Emily has been a wonderful substitute at Blue Earth Area; she has a diploma in medical billing. She has had consistent work experience including 6 years working with STEP.
3. Emily Lyle, Paraprofessional at FHS, Step 3
I recommend Emily Lyle as a paraprofessional for Fairmont High School to replace Adam Walker. Emily is an articulate young lady with a four year degree in Child Development. She has worked for four years for REM and 3 years for Stepping Stones/Building Blocks.
4. Lindsey Shively, Paraprofessional at FES, Step 3
I recommend Lindsey as a paraprofessional for Fairmont Elementary to replace Joy Rachuy. Lindsey moved to Fairmont last year and was a consistent substitute. She was a paraprofessional at East Grand Forks prior to moving here, and she gets rave reviews.
5. Rilyn Muller, Paraprofessional at FHS, Step 2
Stephanie recommends Rilyn for a paraprofessional position at Fairmont High School to replace Sam Tow. Rilyn has a variety of consistent work experiences including being a counselor at Forest Ridge.
6. Maddy Majka, Paraprofessional at FHS, Step 1
I recommend Maddy Majka as a paraprofessional for Fairmont High School to replace Ashley Metteer who took a part-time position at Fairmont Elementary when another paraprofessional requested part-time hours (they will share the position). Maddy brings experience in cosmetology as well as working at Goldfinch.
7. Joanna Long, Paraprofessional at FHS, Step 4
I recommend Joanna for a paraprofessional position at Fairmont High School to replace Amber Singleton. Joanna brings some consistent work experience in accounting and office work; they recently moved to Fairmont so that her husband could manage the HyVee. She brings a wealth of math and technology experience/comfort that will be an asset for students in those classes.
8. Jamie Miller, Paraprofessional at FES, Step 2
I recommend Jamie Miller for a paraprofessional position at Fairmont Elementary to replace Brooke Bonin. Jamie brings many years of experience working at REM as well as a knowledge of sign and a calm demeanor to address student needs.

9. Marci Olsen; Paraprofessional at Winnebago, Step 2
Stephanie and I recommend Marci as a paraprofessional at Winnebago to replace Ashley Blazejak who requested a one-year leave of absence. Marci has experience working with adolescents with significant mental health issues. She is moving to Ceylon from the western part of the country. Note: She was hired by two telephone interviews (Stephanie and I each interviewed her). I tried Skype, but I have had a lot of technical difficulties. Her references were very positive.

IX. Old Business

A. Second Reading of Policies

- a. 214-Out of State Travel
- b. 531-The Pledge of Allegiance
- c. 533-Wellness
- d. 534-Unpaid Meal Charges
- e. 709-Student Transportation Safety
- f. 806-Crisis Management Policy

I recommend these revised policies. This is the second reading of these policies. These are closely in line with MSBA 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

I recommend the above meal prices. These are close estimates of our anticipated costs and keeping our prices so they are not significantly over the costs of our member districts. I believe we have all of our procedures and policies in place. We will have a site visit the second week of school.

B. Staff Sharing Agreements

- a. For .15 FTE of Teacher of the Deaf/Hard of Hearing, Nichole Jacobsen contracted time to be with Southern Plains Education Cooperative

I recommend this staff sharing agreement with Minnesota Valley Education District to share services with Nichole. This is a reduction from the time previously due to increased needs elsewhere and decreased needs at USC.

C. First Reading of Policies

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

Stephanie and I recommend these policies. We do currently have a complaints policy, but during regular review, I realized it needed some significant adjustments from the current policy. This helps clarify that we work within member districts and in those cases staff should report concerns to the building principal.

D. Revised Policies to Align with Minnesota School Board Association

1. 405 – Veteran’s Preference (the change clarifies that we require Veterans to complete a probationary period).
2. 413 – Harassment (statute added gender a couple of years ago, but I missed that change previously).
3. 414 – Maltreatment Reporting (statute added known or suspected sex trafficking)

I recommend these minor changes to the MSBA policies in order to get in line with current statutes.

E. Memorandum of Understanding with Southern Plains Education Support Personnel

With Fairmont hiring the special education paraprofessionals, we will have to cut all of the class I paraprofessionals other than one (we have one at the ALC). We have to cut by seniority based on our current collective bargaining group; by MN Statute 12A.33, Fairmont would need to hire anyone displaced. This would create a situation where the most senior para at Fairmont would get moved to the ALC, and the ALC paraprofessional (who has been in her position for over 20 years) would get moved to Fairmont High School. We worked out this agreement so that, for this one year, we will cut based on location so we don’t disrupt any positions. The classified staff will vote on this amendment on August 23rd after our fall inservice.

F. Agreement for services with Minnesota Girls Academy

Last year we had an agreement with Minnesota Girls Academy (MGA) to have a full-time teacher on site. Yet, we only had two students and only for part of the school year. This was not a positive learning environment for these students. We have worked out a plan with USC that we would evaluate the students in Winnebago within the first three days and come up with a plan. The students would then be placed at the ALC if they came from an ALC setting or in Bridges if they came from a setting IV setting. If they did not come from either of those settings, they would be placed at USC. If the students are from out of state and not special education, MGA will pay for the education at \$55 per day. USC will have an agreement for the students at USC. This agreement is for any USC students that attend the ALC.

G. Agreement for services with Pediatric Therapy

This is a continuous agreement with no changes, but we thought it was a good idea to renew the agreement. This is for physical therapy for our member districts; we have been very pleased with these services.

H. Southern Plains Education Cooperative Employee Handbook

The only changes are updating related to the policy changes that have been made to align with statute and contact information.

I. Southern Plains Student Handbooks

1. ALC
2. Southern Plains Programs

Stephanie recommends these changes. There are no significant changes; again the changes are to align with the policy changes that were made due to statute changes.

J. SPEC Yearly Organization Activities

Resolution to Set the Following Organizational Activities In place for 2016-2017

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 2015-2016 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

This is an annual resolution made in August. No changes.