



MEEKER AND WRIGHT SPECIAL EDUCATION COOPERATIVE
Board Meeting - Joint Powers Board #0938
Tuesday, March 28, 2023 - 6:30 pm
Meeting Minutes - Official

Present: Cindy Miller, Amy Johnson, Kelsey Puncochar, Gena Jacobson, Jessica Johnson, Julie Rae Pennertz

Others Present: Melissa Hanson, Heidi Hennen, Emily Schneider

Absent: Colleen Carlson

I. Call to Order

The meeting was called to order at 6:37 pm.

II. Pledge of Allegiance

The board recited the Pledge of Allegiance.

III. Approval of Meeting Agenda

A motion to approve the agenda was made by Julie Pennertz and seconded by Cindy Miller. Motion carried unanimously.

IV. Consent Agenda

A motion to approve the consent agenda was made by Gena Jacobson and seconded by Julie Pennertz. The board unanimously approved the consent agenda which included:

- Minutes of Previous Board Meeting
- Bills for Payment and other financial reports as attached
- Personnel Items as follows:

Retirement of the following staff:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Cindy Lower	Paraprofessional	June 7, 2023

Resignation of the following staff:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Julie Fanfulik	School Psychologist	June 7, 2023



Employment of the following staff:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Jennifer Janikula	Special Education Teacher Sholund School for Girls	August 21, 2023

Contract Changes for the following Staff:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Emily Hilbelink	Behavior Analyst	March 13, 2023
Anna Spencer	0.60 Paraprofessional and 0.40 Admin Assistant to 1.00 Paraprofessional	April 1, 2023

V. Reports

A. Executive Director Report

General Updates

Effective March 13, MAWSECO special education coordinators are now titled “Special Education Supervisors” to more accurately reflect the nature and duties of the position.

EdMN MAWSECO leadership changes for the 2023-2024 school year are anticipated.

US Dept. of Education Office of Special Education Programs issued a memo clarifying the requirements for special education personnel under the Individuals with Disabilities Education Act (IDEA). As a result of these clarifications, MAWSECO will be evaluating current paraprofessionals for highly qualified status and developing a plan to help existing employees obtain this status if they have not already.

At the request of the board, a proposal for a potential restructuring of special education director services for 2023-2024 to include a full-time director of special education position was brought to the member district superintendents in early March. It was discussed and the consensus of the group was that delaying this consideration would be beneficial.

MAWSECO Staffing

HLWW has reconsidered their ability to support MAWSECO’s technology leadership and have committed to continuing a contract for technology services for 2023-2024.



This is a busy time of year for hiring. MAWSECO has been recruiting and trying to fill positions for the 2023-24 school year.

Program & Other Updates

Wings Adolescent Treatment Center in Litchfield has increased its residential census, resulting in the MAWSECO Wings educational program experiencing a rise in the number of students in the classroom. In an effort to support the students and staff immediately, paraprofessional support will increase from a 0.60 FTE to a 1.0 FTE position. Hiring additional teaching staff at the Wings program may be a necessary long-term solution. There is a concern with the single classroom space that is currently available. MAWSECO administration the Wings Administrator will be meeting at the end of the week to discuss the issue.

Brian Koslofsky, Director of Wright Technical Center, contacted MAWSECO about providing special education director services for the WTC beginning with the 2023-2024 school year. He was informed that MAWSECO is not currently in a position to be able to support the WTC with director services.

The new MN commissioner of Education, Willie Jett, will be visiting all MN school districts, cooperatives, intermediates, and charter schools. MAWSECO is looking forward to hearing from his office about scheduling his visit to MAWSECO.

B. Business Manager Report

Fiscal Year 23 Revised Budget Process

Went over the process used to create a revised budget including information related to a thorough review of payroll coding for each program / service area.

Fiscal Year 24 Budget Process

Reviewed information that is part of the FY24 budget process as well as a few areas of concern related to this legislative session and how items might need to look when budgeting. Current set up will include some different possible scenarios for quick changes that may need to be made.

C. Alternative Site Administrator Reports

1. Journeys, Step, Trek, and Wings
2. Sholund and Village Ranch Alternative Programs
3. Cornerstones and Eastern Wright



VI. Action Items

A. Old Business

1. Policy Review [Second and Final Reading]

A motion to approve the listed policy changes as recommended by the Policy Committee was made by Jessica Johnson and seconded by Kelsey Puncochar. Motion carried unanimously.

Policies with approved changes include:

Policy 203.2 - Order of the Regular School Board Meeting

Policy 209 - Code of Ethics

Policy 213 - School Board Committees

Policy 404 - Employment Background Checks and Form

Policy 502 - Search of Student Lockers, Desks, Personal Possessions, and Student's Person

Policy 503 - Student Attendance

Policy 505 - Distribution of Non School-Sponsored Materials on School Premises by Students and Employees

B. New Business

1. Hiring Incentive Memorandum of Agreement (MOA) between EdMN MAWSECO and Meeker and Wright Special Education Cooperative

A motion to approve the Hiring Incentive MOA between EdMN MAWSECO and Meeker and Wright Special Education Cooperative was made by Gena Jacobson and seconded by Jessica Johnson. Motion carried unanimously.

2. 2022-2023 MAWSECO Employee Manual

A motion to approve the 2022-2023 MAWSECO Employee Manual was made by Julie Pennertz and seconded by Gena Jacobson. Motion carried unanimously.

VII. Future Board Meetings

A motion to adjust the next regular board meeting from April 25, 2023 to April 18, 2023 at 6:30 p.m., was made by Jessica Johnson and seconded by Kelsey Puncochar. Motion carried unanimously.

A. April 18, 2023, 6:30 p.m., MAWSECO Ed Center, Howard Lake

B. May 23, 2023, 6:30 p.m., MAWSECO Ed Center, Howard Lake

C. June 27, 2023, 6:30 p.m., MAWSECO Ed Center, Howard Lake



Meeting Date:
Tuesday, March 28th, 2023

VIII. Adjournment

The meeting was adjourned at 7:59pm

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