



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

Present: Colleen Carlson, Amy Johnson, Cindy Miller, Kelsey Puncochar
Others Present: Melissa Hanson, Heidi Hennen, Jack Dobbs, Shawna Moe, Emily Schneider
Absent: Gena Jacobson, Jessica Johnson, Julie Rae Pennertz

I. Call to Order

The meeting was called to order at 6:28 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 Cindy Miller and seconded by Colleen Carlson. Motion carried unanimously.

IV. Consent Agenda

A motion to approve the consent agenda was made by Colleen Carlson and seconded by Cindy Miller. 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>
Gail Bergstrom	Village Ranch Alternative Program Paraprofessional	June 2, 2023
Lynn Felder	Sholund Paraprofessional	June 7, 2023
Linda Wharram	Special Education Coordinator	June 30, 2023

- Resignation of the following staff:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Matthew Tibbetts	School Psychologist	June 7, 2023



- Employment of the following staff:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Rebecca Buttke	Physical Therapist	August 14, 2023
Amanda Skiles	Step Paraprofessional	February 13, 2023

V. Informational Items

Shawna Moe, physical and health disabilities and assistive technology consultant, and Jack Dobbs, PI, DAPE, OHD teacher, presented an overview of the services they provide to MAWSECO programs and member districts.

VI. Acknowledgement - School Board Recognition Month

Melissa Hanson, Executive Director, formally acknowledged School Board Recognition Week and expressed the sincere appreciation to the members of the Joint Powers Board of Directors. She expressed MAWSECO’s sincere gratitude to our board members for the important role they play within the MAWSECO organization and for the commitment they demonstrate in making decisions that have a tremendous impact on the education of the students MAWSECO serves.

VII. Reports

A. Executive Director Report

General Updates

The newly developed MAWSECO Employee Manual in draft form will be ready for board members to review in the next week.

Options to fulfill technology services needs for the 2023-24 school year are still being explored. The Dassel-Cokato district has determined that it is not feasible at this time to take over the service HLWW has provided to MAWSECO.

MAWSECO Alternative Programs

With member districts finalizing their 2023-24 school calendars, MAWSECO can now begin developing the 2023-24 program calendars.

Weather conditions have continued to impact the MAWSECO alternative programs’ schedules. Melissa is working with Site Administrators to ensure that they have appropriate plans in place for meeting instructional minutes and day requirements.

Other Special Education Updates

The MDE has initiated the annual indicator data collection program monitoring process for this year. This process includes due process file reviews and data



submissions to the MDE by the director of special education and special education leaders.

MAWSECO has been notified that they will be participating in the current Federal Reporting Survey group as part of the Part B Annual Performance Report to conduct the B8 Family Engagement Survey.

B. Business Manager Report

Reported on business office staff members attending the MASBO Institute and the value it will bring to the business office team.

FY24 budget meetings have continued with the different programs and itinerant groups. Meetings have gone well and Hennen feels confident in putting things together for the new fiscal year.

C. Alternative Site Administrator Reports

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

VIII. 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 Colleen Carlson and seconded by Cindy Miller. Motion carried unanimously.

Policies with approved changes include:

Policy 208 - Development, Adoption, and Implementation of Policies

Policy 404.1 - Authorized Drivers

Policy 506 - Student Discipline

Policy 722 - Public Data and Data Subject Requests

Policy 903 - Visitors to School District Buildings and Sites

B. New Business

1. Policy Review [Single Reading Approval]



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

Policies with approved changes include:

Policy 101.1 - Name of the School District

Policy 201 - Legal Status of the School Board

Policy 202 - School Board Officers

Policy 203 - Operation of the School Board - Governing Rules

Policy 203.1 - School Board Procedures; Rules of Order

Policy 203.6 - Consent Agendas

Policy 212 - School Board Member Development

Policy 507 - Corporal Punishment

Policy 508 - Extended School Year for Certain Students with Individualized Education Programs

2. Policy Review [First Reading]

The following policies were presented for a first reading:

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

3. New Position beginning in the 2023-24 school year: Licensed School Nurse

A motion to approve the addition of a new 0.50 FTE Licensed School Nurse position beginning with the 2023-24 school year as recommended by the Executive Director and Executive Advisory Committee was made by Cindy Miller and seconded by Colleen Carlson. Motion carried unanimously.

4. Restructure of Alternative Site Administration

A motion to approve the alternative site administration restructuring plan, as discussed, effective July 1, 2023 as recommended by the Executive Director and Executive Advisory Committee was made by Colleen Carlson and seconded by



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Cindy Miller. Motion carried unanimously. Additionally, the board directed the executive director to bring forward a proposal for a potential restructuring of the special education leadership positions that support the member districts.

IX. Future Board Meetings

- A. March 28, 2023, 6:30 p.m., MAWSECO Ed Center, Howard Lake
- B. April 25, 2023, 6:30 p.m., MAWSECO Ed Center, Howard Lake
- C. May 23, 2023, 6:30 p.m., MAWSECO Ed Center, Howard Lake

X. Adjournment

The meeting was adjourned at 8:07pm

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