

Unofficial

**MEEKER AND WRIGHT SPECIAL EDUCATION COOPERATIVE**

**Board Meeting - Joint Powers Board #0938**

**Tuesday, July 23, 2019**

**MAWSECO Education Center, 720 9th Avenue, Howard Lake, MN 55349**

PRESENT: Amy Johnson, Jessica Johnson, Katie Koch, Chris Paumen, Julie Rae Pennertz

ABSENT: Irene Bender and Gena Jacobson

OTHERS PRESENT: Janell Bullard

**MINUTES**

I. Call to Order

The meeting was called to order at 6:02 p.m.

II. Pledge of Allegiance

III. Acceptance of Agenda

Motion to approve the agenda as presented was made by Katie Koch, seconded by Julie Rae Pennertz. Carried unanimously.

IV. Minutes of Previous Meeting

Motion to approve the minutes of the June 25, 2019 meeting as presented was made by Julie Rae Pennertz, seconded by Chris Paumen. Carried unanimously.

V. Bills for Payment and other financial reports as attached

Motion to accept the bills for payment and other financial reports for July was made by Jessica Johnson, seconded by Katie Koch. Carried unanimously.

VI. Fund Transfers

Motion to approve the fund transfers as listed was made by Chris Paumen, seconded by Jessica Johnson. Carried unanimously.

A. \$500,000.00 - Fund transfer date of 5/14/19 was correct on June 25, 2019 agenda.

Motion was made/seconded to change the date to 6/14/19. Fund transfers are approved for the previous month.

B. 6/4/19 - \$500,000.00

C. 6/27/19 - \$500,000.00

VII. Reports

A. Director Report – Janell Bullard reported that business manager services and support will be provided by CMERDC during the transition. In addition, she updated the Board on negotiations with the teachers, coordinators and a staffing agency for physical therapy services. She is doing a weekly digital newsletter update in an effort to improve communication within the Cooperative. The back-to-school inservice is Monday, August 26.

## VIII. New Business

### A. Personnel

Motion to approve the personnel items as listed was made by Julie Rae Pennertz, seconded by Amy Johnson. Carried unanimously.

1. At Will Agreements for the 2019-2020 school year:
  - a. Marcia Dischinger, Finance Specialist
  - b. Becky Nelson, Payroll Specialist
  - c. JoLee Marquette, Braillist
  - d. Michelle Montgomery, Administrative Assistant
  - e. Janet Hoff, MARSS Coordinator
  - f. Lisa Perovich, Administrative Assistant
  - g. Elizabeth Thompson, Administrative Assistant
  - h. Gervase Kappel, Custodian, MAWSECO Education Center
  - i. Wendy VanVleet, Custodian, Sholund School for Girls
2. Resignation: Timothy Miller, Business Manager effective July 8, 2019.
3. Authorization: Administrative Assistant, up to 40 hours to update the website.

### B. 2019 Summer Services Listing

Motion to approve the revised 2019 summer services listing was made by Chris Paumen, seconded by Jessica Johnson. Carried unanimously.

- ### C. Designation of Identified Official with Authority for the MDE External User Access Recertification System. The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with the MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The Board recommends to authorize Janell Bullard to act as the Identified Official with Authority (IOwA) and Marcia Dischinger to act as the IOwA to add and remove names only for Meeker and Wright Special Education 0938-52.

Motion to approve the designation of Identified Official with Authority for the MDE External User Access Recertification System was made by Julie Rae Pennertz, seconded by Jessica Johnson. Carried unanimously.

## IX. Future Board Meetings

- A. August 27, 2019 **6:00 p.m.**, MAWSECO Education Center, Howard Lake
- B. September 24, 2019, **6:00 p.m.**, Cornerstones/Eastern Wright Programs, Buffalo, MN
- C. October 22, 2019, **6:00 p.m.**, MAWSECO Education Center, Howard Lake

X. Future Committee Meetings

A. Administrative Negotiations (Coordinators), July 29, 2019, 5:30-7:30 p.m.,  
MAWSECO Education Center, Howard Lake

B. Certified Negotiations (Education MN), August 15, 2019, 5:30-7:30 p.m.,  
MAWSECO Education Center, Howard Lake

XI. Adjournment

Motion to adjourn the meeting was made by Julie Rae Pennertz, seconded by Jessica Johnson. Carried unanimously at 6:28 p.m.

Submitted by,

Janell Bullard  
Executive Secretary

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