



MEEKER AND WRIGHT SPECIAL EDUCATION COOPERATIVE
Board Meeting - Joint Powers Board #0938
Tuesday, May 30, 2024 - 6:00 pm
Meeting Minutes - Official

Present: *Amy Johnson, Cindy Miller, Jessica Johnson, Colleen Carlson, Gena Jacobson*

Absent: *Julie Rae Pennertz, Kelsey Puncochar*

Others Present: *Melissa Hanson, Caren Heltne, Heidi Hennen, Emily Schneider*

I. Call to Order

The Regular meeting was called to order at 6:01 pm.

II. Pledge of Allegiance

The board recited the Pledge of Allegiance.

III. Approval of Meeting Agenda

A motion to approve the agenda without changes was made by Gena Jacobson 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
- *Resignation/Retirement/Non-renewal of the following staff:*

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Josie Ekholm Brown	Speech/Language Pathologist	June 30, 2024
Jennifer Hagen	Behavior Analyst	June 30, 2024
Jill Johnson	Special Education Teacher: Journeys	June 5, 2024
Doug Krokstrom	Paraprofessional: Village Ranch	June 5, 2024



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Kathi Lee	Paraprofessional: Village Ranch	June 5, 2024
Arianna Paul	Paraprofessional: Eastern Wright	June 5, 2024
Laura Skouge	Paraprofessional: Village Ranch	June 5, 2024
Christa Vaughn	Paraprofessional: Cornerstones	April 30, 2024

- *Employment of the following staff:*

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Patty Diers	1.0 FTE Special Education Teacher: STEP	August 26, 2024
Cassandra Drusch	1.0 FTE Special Education Teacher: Trek	August 26, 2024
Andrea Fladeboe	1.0 FTE Special Education Director	July 1, 2024
Laura Holmquist	1.0 FTE Program Administrator: Village Ranch	August 1, 2024
Teyha Lehmann	1.0 FTE Special Education Teacher: Journeys	August 12, 2024
Maegan Okerman	1.0 FTE Paraprofessional: Village Ranch	August 12, 2024
Kristen Politte	1.0 FTE Paraprofessional: Trek	August 12, 2024
Kathryn Sisson	0.6 FTE Floating Special Education Teacher	August 12, 2024
Kristina Yaedke	1.0 FTE Special Education Teacher: Journeys	August 12, 2024



- *Contract Changes/Approvals/Position Changes*

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Marcelle Kramer	0.6 FTE Floating Paraprofessional to Short Call Substitute Paraprofessional	June 5, 2024

- *At-Will Agreements:*

At-Will Agreement: 2024-2026, Kim Geurts, Controller

At-Will Agreement: 2024-2026, Heidi Hennen, Director of Business Services

At-Will Agreement: 2024-2025, Jolie Holland, Licensed School Nurse

At-Will Agreement: 2024-2025, Allison Johnson, Language Facilitator

At-Will Agreement: 2024-2026, Gervase Kappel, Custodian

At-Will Agreement: 2024-2026, Jana Knutson, SLPA

At-Will Agreement: 2024-2026, Karey Lambert, Administrative Assistant

At-Will Agreement: 2024-2026, JoLee Marquette, Brailist

At-Will Agreement: 2024-2026, Michelle Montgomery, Administrative Support
Specialist

At-Will Agreement: 2024-2026, Lisa Perovich, Administrative Assistant

At-Will Agreement: 2024-2026, Emily Schneider, Executive Assistant

At-Will Agreement: 2024-2026, Nicole Sigler, Administrative Assistant

At-Will Agreement: 2024-2026, Elizabeth Sullivan, Director of Human Resources

At-Will Agreement: 2024-2026, Elizabeth Thompson, MA Billing & Special
Education Data Specialist

V. Acknowledgement

The board acknowledged the following staff for their contributions and continuous years of service to MAWSECO:

30 years:

Sue Hadler, ECSE Teacher

25 Years

Kelly Lohtka, Speech/Language Pathologist



15 Years

Amy Johnson, Board Chair
Sue Miller, Occupational Therapist
Lindsey Pellaton, Special Education Supervisor

10 Years

Joanna Cochran, ECSE Teacher
April McGee, Speech/Language Pathologist
Kerri Votava, Paraprofessional

5 Years

Gena Jacobson, Board Member
Lea Dobbs, ECSE and Due Process Coordinator
Angie Lauderbaugh, Special Education Supervisor
Lisa Marquette, Paraprofessional
Mary Schacht, Special Education Supervisor
Carrie Schoon, ECSE Teacher
Jessica Shogren-Carlson, Teacher
Jill Sundblad, Assistant Director of Special Education Programs
Elizabeth Thompson, MA Billing & Special Education Data Specialist
Jana Thorson, Special Education Teacher
Trent Wheatley, Special Education Teacher

VI. Reports

Executive Director Report

General Updates

The 2024 MN Legislative Session concluded with several policy and budgetary implications for school districts and cooperatives.

Staffing & Personnel

Significant efforts to fill vacant MAWSECO positions and long-term leave openings have been successful as many positions have been filled. In order to address the needs of MAWSECO's member districts and programs, a need for a second teacher within the Wings program and a behavior analyst intern have been identified. The Executive Advisory Committee and MAWSECO administration have shown their support for these recommendations and they have been included in the FY25 Preliminary Budget.

Union Negotiations



An MSEA Negotiations meeting was held on May 23rd and has resulted in a tentative Agreement.

Other

New this year, MAWSECO will be providing training to the Wright County School Resource Officers (SROs) this summer on a variety of special education topics.

Director of Business Services Report

FY25 Building Leases

Wright Tech Center: MAWSECO was able to sign a three year lease with the Wright Tech Center with a provision for us ending the lease should either party need to.

Village Ranch: Leases for Village Ranch, Cokator and Village Ranch, and Annandale (Sholund) have been completed with a 3.5% increase.

Wings Adolescent Treatment Services: MAWSECO was able to sign a three year lease with the Wings Adolescent Treatment Service for the Wings Program in Litchfield with a provision for us ending the lease should either party need to. Increases include the following: FY25 1.67%, FY26 1.64%, FY 27 1.61%

Howard Lake-Waverly-Winsted: Heidi Hennen and Megan Tormanen, HLWW Business Manager determined the space MAWSECO was actually occupying in the building did not align with the information on the current lease agreement. This has been corrected and will be in place moving forward along with rental of the vacated ALP space.

FY25 Preliminary Budget

A Professional Development Budget has been put into place for each employee in the Cooperative with regard to the needs and scope of their position as well as past utilization and specialized needs.

Classroom Supplies Budget Update: As of this first reading, there is an estimate in place for each program for a supply budget that gives an approximate monthly budget for the school year. The plan is to share this with supervisors prior to the second reading in case revisions are needed.

MDE Advisory Committee on Financial Management

Heidi Hennen was appointed to the MDE Advisory Committee on Financial Management. The committee's purpose is to advise the MDE Financial Management, and



Division of School Finance, in cooperation with other department divisions on matters of school accounting, reporting, budgeting and financial management.

Program Administrator Report

Caren reviewed how the year has gone for each of the Care and Treatment programs. She also discussed Due Process Data and the increase in students with IEPs and mental health needs. Looking forward to the 24 - 25 school year, the addition at VRAP is scheduled to be complete by Aug. 15, 2024 which will add 2 classrooms, a regulation room and a conference room.

VII. Action Items

A. Old Business

1. Policy Review [Second Reading]

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

Policies with approved changes include:

Policy 406 - Public and Private Personnel Data + Form.

Policy 410 - Family and Medical Leave

Policy 413 - Harassment and Violence

Policy 416 - Drug and Alcohol Testing

Policy 416 Attachments - Drug and Alcohol Testing

Policy 427 - Workload Limits for Certain Special Education Teachers

Policy 451 - Teacher Probation and Evaluation

Policy 506 - Student Discipline

Policy 515 - Protection and Privacy of Pupil Records (form)

Policy 714 - Fund Balance Policy

Policy 806 - Crisis Management Policy

B. New Business

1. Fiscal Year 25 Preliminary Budget [First Reading]

Heidi Hennen, Director of Business Services brought the Fiscal Year (FY) 25 Preliminary Budget to the board for a first reading.

2. Summer Services

A motion to approve the 2024 Summer Services listing as well as authorize any additional Part C evaluations and services that would be required in accordance



with the Individuals with Disabilities Education Act (IDEA) was made by Colleen Carlson and seconded by Gena Jacobson. Motion carried unanimously.

3. Resolution for Discontinuance of Interim Position

The motion to approve the Resolution for Discontinuance of Interim Position was made by Colleen Carlson and seconded by Cindy Miller.

Roll Call Vote:

Cindy Miller - Aye

Amy Johnson - Aye

Kelsey Puncochar - Absent

Julie Rae Pennertz - Absent

Colleen Carlson - Aye

Jessica Johnson - Aye

Gena Jacobson - Abstained

Motion carried with 4 votes in favor and 1 abstention.

VIII. Future Board Meetings

- A. June 25, 2024, 6:00 p.m., Sholund School for Girls, 370 Annandale Boulevard, Annandale, MN
- B. July 23, 2024, 6:00 p.m., MAWSECO Ed Center, Howard Lake
- C. August 27, 2024, 6:00 p.m., MAWSECO Ed Center, Howard Lake

IX. Adjournment

The meeting was adjourned at 7:13 pm.

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