

BOARD OF DIRECTORS' MEETING

February 25, 2026
SWWC – Marshall, MN

Minutes

- BOARD PRESENT:** Matt Coleman - Chair, Marshall
Jody Bauer – Vice Chair, Tracy
Amanda Lecy - Clerk, Yellow Medicine East
Carla Olson – Treasurer, KMS (Virtual)
Ben Bothun, Lac qui Parle County
Emily Coequyt, Minneota (Virtual)
Becky Foster, Westbrook/Walnut Grove
Nicole Swanson, Tracy
- BOARD ABSENT:** Becky Paluch, Ivanhoe
Brad Johnson, Superintendent, Renville County West (Ex-Officio)
- STAFF PRESENT:** Cliff Carmody, Executive Director
Kari Bailey, Director of Human Resources
Bobbie Carmody, Administrative Assistant
Mike Carter, Senior Technology Coordinator
Tegan Gillund, Director of Finance
Jennifer Kimman, Director of Educational Learning Centers
Josh Sumption, Chief Technology and Information Officer
- ITEM 1:** **CALL TO ORDER**
Chair Coleman called the meeting to order at 6:29 pm at SWWC – Marshall, MN.
- ITEM 2:** **INTRODUCTION OF GUESTS/NEW BOARD MEMBER**
Cliff Carmody introduced staff guests Mike Carter, Josh Sumption, and Jennifer Kimman.

Chair Coleman read the SWWC Mission and Vision statements.
- ITEM 3:** **AGENDA APPROVAL**
Motion by Jody Bauer, seconded by Becky Foster, to approve the agenda as presented.
Motion passed unanimously.
- ITEM 4:** **CONSENT AGENDA APPROVAL**
Motion by Amanda Lecy, seconded by Ben Bothun, to approve items on the consent agenda as follows:
- 4.1 **Minutes – January 28, 2026**
- 4.2 **Approval of Expenditures**

4.3 Services Contracts

- Eden Valley-Watkins School – Orientation and Mobility Services from 2/12/26-6/30/26 - \$1,250.00.
- Hills-Beaver Creek School – Deaf and Hard of Hearing Services from 2/4/26-6/30/26 - \$1,340.00.
- Red Rock Central School – ELL Services from 2/12/26-6/30/26 - \$2,804.00.
- Wabasso Public School – Blind and Visually Impaired Evaluation from 2/11/26-6/30/26 - \$675.67/day.
- Lester Prairie Public School – Teaching & Learning Customized Package from 2/13/26-6/30/26 - \$4,750.00.

4.4 Consultant Contracts

- IEA – amendment #6 to extend the contract with IEA, Inc. for one additional year until June 30, 2027, with a \$41/visit increase for contracting districts. The rate listed includes SWWC's 10% administrative fee - \$863/visit.
- Southwest Initiative Foundation (SWIF) – to develop and sustain Child Development Associate Pathway Programming available to all schools and students from September 1, 2025 – June 30, 2027. Expenses include curriculum, supplies, materials, equipment, costs of instruction, licensing fees, wrap-around services, student testing and transportation, and related expenses - \$100,000.00.

4.5 Personnel List

New Hires:

- Astarla Blanshan, Special Education Paraprofessional, full-time (Schedule A/Step 2), with fringes, effective 2/02/2026.
- Jack Jensen, Special Education Paraprofessional, full-time (Schedule A/Step 2), with fringes, effective 2/12/2026.
- Aubre Jones, Special Education Paraprofessional, full-time (Schedule A/Step 1), with fringes, effective 2/02/2026.
- Jennifer Knutson, Special Education Teacher, 75 days (MA & 16) with fringes, signing bonus, effective 2/10/2026.
- Nehemiah Ostermeier, Special Education Paraprofessional, full-time (Schedule A/Step 0), with fringes, effective 2/09/2026.
- Shawnee Pugh, Special Education Paraprofessional, full-time (Schedule A/Step 0), with fringes, effective 2/17/2026.

Status Changes:

- Desiray Decaro, Substitute Paraprofessional, to Special Education Paraprofessional, full-time (Schedule A/Step 1), with fringes, effective 1/26/2026.

Temporary Hire:

- Malinda Petersen, Administrative Assistant, \$23.45/hour, effective 2/04/2026-5/08/2026.

Long-Term Substitute:

- Tamara Russell, Long-Term Substitute EL Teacher, 21 days (MA & 3), without fringes, effective 2/17/2026-5/29/2026.

Substitutes:

- Mary Lapthorn, Substitute Teacher/Substitute Paraprofessional, effective 2025-2026.

Stipends:

- Stacey Baedke, Mentor Stipend, effective 2025-2026.
- Doug Jans, Fieldwork Supervision Stipend, effective 1/05/2026-5/22/2026.
- Baylee Maggi, Mentor Stipend, effective 2025-2026.
- Michaela Schlenner, Mentor Stipend, effective 2025-2026.
- Josh Sumption, CETL Certification Stipend, effective 2025-2026.
- Josh Stukel, Mentor Stipend, effective 2025-2026.
- Ashley Willman, RBT Certification Stipend, effective 2025-2026.

CSA Lane Changes:

- Breeana Braegelman, Due Process Specialist, 185 days (40MA & 14) to 117 days (40MA & 14) and 68 days (50MA & 14), effective 2/15/2026.
- Brianna Bridgewater, Occupational Therapist, 185 days (30MA & 12) to 110 days (30MA & 12) and 75 days (40MA & 12), effective 2/15/2026.
- Mackenzie Erickson, Occupational Therapist, 185 days (10MA & 18) to 110 days (10MA & 18) and 75 days (PhD & 18), effective 2/15/2026.
- Olivia Goeman, Special Education Teacher, 185 days (30BA & 8) to 112 days (30BA & 8) and 73 days (MA & 8), effective 2/15/2026.
- Amaya Helmin, Special Education Teacher, 185 days (10MA & 4) to 112 days (10MA & 4) and 73 days (20MA & 4), effective 2/15/2026.
- Rachael Hudson, School Psychologist, 185 days (30MA & 16) to 111 days (30MA & 16) and 74 days (40MA & 16), effective 2/15/2026.
- Nicole Larson, School Social Worker, 185 days (MA & 18) to 112 days (MA & 18) and 73 days (10MA & 18), effective 2/15/2026.
- Samantha Rathje, Special Education Teacher, 185 days (BA & 3) to 112 days (BA & 3) and 73 days (10 BA & 3), effective 2/15/2026.
- Amber Schaffran, Special Education Teacher, 185 days (30BA & 7) to 112 days (30BA & 7) and 73 days (MA & 7), effective 2/15/2026.
- Jennifer Schwankl, Education Consultant, 185 days (20MA & 18) to 113 days (20MA & 18) and 72 days (50MA & 18), effective 2/15/2026.
- Amber Unke, Due Process Specialist, 185 days (30MA & 10) to 114 days (30MA & 10) and 71 days (50MA & 10), effective 2/15/2026.

Resignations/Terminations:

- Heidi Rops, Interim Assistant Director of Special Education, effective 6/30/2026.
- Evelyn Waters, Behavior Therapy Assistant, effective 2/13/2026.

4.6 2026 Seniority List

Approve the 2026 Certified Staff Seniority List as presented.

Motion passed unanimously.

ITEM 5: STAFF PRESENTATION – TECHNOLOGY SOLUTIONS

Mike Carter provided a presentation on Crisis Go – an emergency response App implemented in January/February. Information was shared on steps to implement, key features, database restructure, security improvements, process alignments, cross department collaboration, and data automation.

ITEM 6: ACTION ITEMS

6.1 Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions and Reasons Therefor

Motion by Jody Bauer, seconded by Nicole Swanson, to adopt the following resolution:

WHEREAS the SWWC depends upon external funding for its educational programs and services, and

WHEREAS such funding has not been secured for the 2026-27 school year,

WHEREAS a determination must be made as to which teachers must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

BE IT RESOLVED by the SWWC as follows:

That the Board hereby directs the Executive Director and administration to consider the discontinuance of programs or positions, make recommendations to the Board for the discontinuance of programs, curtailment of programs, and discontinuance of positions or curtailment of positions.

A roll call vote was taken with Directors Coleman, Bauer, Lecy, Coequyt, Bothun, Foster, Swanson, and Olson voting in favor. Motion passed unanimously.

6.2 2026-27 SWWC Calendar Guidance

Motion by Ben Bothun, seconded by Becky Foster, to approve the 2026-27 SWWC Calendar Guidance as presented. Motion passed unanimously.

6.3 Acceptance of Gifts/Donations

Motion by Amanda Lecy, seconded by Jody Bauer, to adopt the following resolution accepting gifts/donations:

WHEREAS, Board Policy 706 establishes guidelines for the acceptance of gifts or donations to the Agency;

WHEREAS, Minnesota Statute 465.03 states the Board of Directors may accept a gift, grant, or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members;

THEREFORE, BE IT RESOLVED, that on February 25, 2026, the Board of Directors of Southwest West Central Service Cooperative, ISD 0991, accepts with appreciation the following gifts/donations received by the Agency:

- Des Moines Valley Health & Human Services – ELC-Windom - \$395.05

A roll call vote was taken with Directors Coleman, Bauer, Lecy, Coequyt, Bothun, Foster, Swanson, and Olson voting in favor. Motion passed unanimously.

6.4 Milroy Tower Termination Agreement

Motion by Matt Coleman, seconded by Nicole Swanson, to approve the agreement terminating all agreements and understandings concerning a communications tower located in the Milroy School District, with Milroy School District remitting a \$5,000.00 payment to SWWC Service Cooperative. Motion passed unanimously.

ITEM 7: MONTHLY ADMINISTRATIVE REPORT

7.1 Director of Finance

Tegan Gillund provided a monthly financial report for the month ending January 31, 2026, with 48.4% of revenues collected and 54.2% expended. Updates were also provided on the upcoming renewal for property, liability, and workers comp plans; revised budgets will be brought forth to Board in March for approval; and 26-27 membership agreements received to date.

7.2 Director of Human Resources

Kari Bailey reported on SWWC vacancies; position postings for 26-27; staffing needs for 26-27; job fairs attended; Spring and Fall Inservice dates; and site visits to ALCs, ELCs, Project SEARCH, and The READY Clinics.

7.3 Executive Director

Cliff Carmody reported on the SWWC contract season and deadline to withdraw from services; Spelling Bee; legislative session and budget forecasts with top of mind challenges including fraud, immigration, school safety, and budget shortfall; Give to the Max Day for READY Clinics; MASA Day at the Capitol; meeting with Windom Public School's Facility Committee; LTFM education for school members; Level I grievance received; MSC Outstanding Service Award; and MHC continued discussions on next iteration of collaboration and reserve recommendation.

ITEM 8: OPEN FORUM/CLOSING REMARKS

No comments were made.

ITEM 9: OTHER

Chair Coleman adjourned the meeting at 7:21 pm. The next meeting of the SWWC Board of Directors is scheduled on Wednesday, March 25, 2026, beginning at 6:30 pm at SWWC - Marshall, MN.