

BOARD OF DIRECTORS' MEETING

March 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
Ben Bothun, Lac qui Parle County
Emily Coequyt, Minneota
Becky Foster, Westbrook/Walnut Grove
Becky Paluch, Ivanhoe
Nicole Swanson, Tracy
Brad Johnson, Superintendent, Renville County West (Ex-Officio)

STAFF PRESENT: Cliff Carmody, Executive Director
Kari Bailey, Director of Human Resources
Bobbie Carmody, Administrative Assistant
Doug Deragisch, Director of Risk Management
Tegan Gillund, Director of Finance

ITEM 1: **CALL TO ORDER**
Chair Coleman called the meeting to order at 6:33 pm at SWWC – Marshall, MN.

ITEM 2: **INTRODUCTION OF GUESTS/NEW BOARD MEMBER**
Cliff Carmody introduced staff guest Doug Deragisch, Director of Risk Management.

Chair Coleman read the SWWC Mission and Vision statements.

ITEM 3: **AGENDA APPROVAL**
Motion by Becky Paluch, seconded by Nicole Swanson, to approve the agenda as presented. Motion passed unanimously.

ITEM 4: **CONSENT AGENDA APPROVAL**
Motion by Jody Bauer, seconded by Carla Olson, to approve items on the consent agenda as follows:

4.1 **Minutes – February 25, 2026**

4.2 **Approval of Expenditures**

4.3 Services Contracts

- Lynd Public School – Physical Therapy Services from 2/26/26-6/30/26 - \$1,285.00.
- Round Lake/Brewster School – Blind and Visually Impaired Evaluation from 2/17/26-3/30/26 - \$675.67/day.

4.4 Consultant Contracts

- Central MN Jobs & Training Services Youth Programs – Career connected learning services to expand, enhance, coordinate, and increase work-based opportunities for schools in grades 5-12 across the service area of 14 counties through connections and business industry from October 1, 2025 – June 30, 2026 - \$15,000.00.
- STAR Autism Support, Inc. – Training, workshops, and consultation services in the field of Special Education for new sites from July 1, 2026 – June 30, 2027 - \$84,233.83.
- Sunbelt Staffing, LLC – To provide Occupational Therapy services from Brittney Hendricks from March 24, 2026 – May 8, 2026 for 40 hours/week - \$115.50/hour.

4.5 Personnel List

New Hires:

- Dani Blom, Special Education Paraprofessional, full-time (Schedule A/Step 5), with fringes, effective 2/27/2026.

Status Changes:

- Brandi Anderson, Special Education Paraprofessional, full-time (Schedule A/Step 2), with fringes, to Substitute Paraprofessional, \$20.00/hour, effective 3/04/2026.
- Jill Stiefvater, Assistant Director of Special Education, 220 days (ADMIN-Pay Grade 1/Step 4), to Director of Special Education, 235 days (ADMIN-Pay Grade 2/Step 5), effective 07/01/2026.

Substitutes:

- Roman Bishop, Substitute Paraprofessional, effective 2025-2026.

Stipends:

- Michaela Schlenner, Mentor Stipend, effective 2025-2026.
- Josh Stukel, Mentor Stipend, effective 2025-2026.

Resignations/Terminations:

- Nicholas Macziewski, Special Education Teacher, effective 6/09/2026.
- Josh Miley, Technology Coordinator, effective 3/27/2026.
- Leisa Rahm, Special Education Paraprofessional, effective 2/27/2026.
- Nicole Redmann, School Psychologist, effective 6/10/2026.
- Amber Schaffran, Special Education Teacher, effective 6/09/2026.
- Amy Sippl, Behavior Analyst Clinical Lead, effective 4/10/2026.

4.6 Acceptance of Grants

- Cardiac Emergency Response Plan Assistance Grant – Grant through MDE to assist in the development and implementation of a written and practiced cardiac emergency response plan (CERP) consistent with the model plan

developed by the commissioner under Minnesota Statutes 2024, section 121A.035, subdivision 1 from March 2, 2026 – June 30, 2027 - \$43,879.75.

Motion passed unanimously.

ITEM 5: STAFF PRESENTATION – RISK MANAGEMENT

Doug Deragisch provided a staff presentation on Risk Management services and shared information on the MN Healthcare Consortium which included regions, sales and account management, partners, renewal, market insights and trends, MOBE overview and reporting, pool increases, what is going well, and what we need to keep an eye on.

ITEM 6: ACTION ITEMS

6.1 2026 MSC Outstanding Service Award

Motion by Ben Bothun, seconded by Jody Bauer, to nominate Matt Coleman for the 2026 MN Service Cooperatives Outstanding Service Award. Motion carried. Matt Coleman abstained.

6.2 Resource Training and Solution Memorandum of Understanding

Motion by Becky Paluch, seconded by Amanda Lecy, to approve the Memorandum of Understanding with Resource Training and Solutions for teacher externships. Motion passed unanimously.

ITEM 7: MONTHLY ADMINISTRATIVE REPORT

7.1 Director of Finance

Tegan Gillund provided a monthly financial report for the month ending February 28, 2026, with 58.2% of revenues collected and 62.9% expended and reported on 26-27 membership agreements received to date; 26-27 preliminary budget planning; new vehicles received from Enterprise; site summer cleaning schedule; and custodian hires for 26-27 at two SWWC sites.

7.2 Director of Human Resources

Kari Bailey reported on SWWC vacancies; attended HR Round Table hosted by Marshall EDA; internal processes improvements; meetings held regarding pathway opportunities for licensure for staff; staffing day with Directors; annual training updates; Indeed postings; and site visits to ALC Glencoe, ELC Cosmos, The READY Clinic Cosmos, ELC New London, Project SEARCH-Worthington and Marshall, The READY Clinic Marshall, and ELC-Marshall.

7.3 Executive Director

Cliff Carmody provided a legislative update on the Governor's supplemental budget recommendations on additional \$50 million in cuts to special education, student support personnel aid going directly to cooperatives, and task force to examine state testing, and reported on the MASA Region 3 Day at the Capitol; MN Kids Rising Committee; Marshall Chamber Young Professional Luncheon held at the Marshall site; Darren Fransen and David Berner presentations at the Brainstorm K-12 Education Technology Conference; Josh Sumption named the MN State E-Rate Coordinator; the Annual Business Conference held at the Marshall Administrative Office with 100 attendees; SWWC was spotlighted in the MDE Mentoring and Induction Newsletter; SPED Pathways has 120 enrolled in the Spring semester; meetings continue regarding the Windom facility; MHC Board meeting on April 1 to consider a reserve recommendation; MSC Board Conference is on July 8-10; and the Ready to Shine Conference is on April 23.

ITEM 8: FINANCE COMMITTEE REPORT

8.1 2025-26 Revised Budgets

An overview of 2025-26 revised budgets was provided with total fund balance decreasing by \$686,994 (due to spend-down of construction fund proceeds) and total FTEs from 466 in the preliminary budget to 457 in revised budget.

Motion by Matt Coleman, seconded by Ben Bothun, to approve 2025-26 revised budgets as follows:

	<u>Revenues</u>	<u>Expenditures</u>
General Fund	\$61,761,167	\$60,768,093
Construction Fund	\$0.00	\$1,119,760
RMIC	\$1,818,112	\$1,802,617
Risk Management	<u>\$45,300,100</u>	<u>\$45,875,903</u>
	\$108,879,379	\$109,566,373

Motion passed unanimously.

ITEM 9: PERSONNEL COMMITTEE REPORT

9.1 Resolution Discontinuing & Reducing Educational Programs & Positions

Motion by Jody Bauer, seconded by Carla Olson, to adopt the following resolution:

WHEREAS the Board of Directors of the SWWC Service Cooperative adopted a resolution on February 25, 2026, directing the administration to make recommendations for reductions in programs and positions until funding is secured for the 2026-27 school year, and

WHEREAS said recommendations have been received and considered by the Board,

BE IT RESOLVED by the Board of Directors of the SWWC Service Cooperative as follows:

That the following programs and positions or portions thereof, be discontinued:

- ALC Teacher
- Audiologist
- Continuous Improvement Coach
- Continuous Improvement Lead
- Coordinator of Tiered Supports
- Culturally Responsive Instructional Leadership Lead
- Curriculum, Instruction & Assessment Coordinator
- DAPE Teacher
- Due Process Specialist
- ECSE Coordinator
- ECSE Supervisor
- ECSE Teacher
- Education Consultant
- Elementary Education Teacher
- High School Teacher
- Instructional Coach
- Intake Specialist
- Licensed School Nurse
- Medical Careers Instructor

- Mental Health Consultant
- MnMTSS Regional Lead
- Multilingual Teacher
- Occupational Therapist
- PE Teacher
- Physical Therapist
- Project Search Teacher
- Regional Equitable Access Specialist
- Regional Literacy Lead
- Regional Literacy Network Coach
- Regional Math Lead
- Regional School Nurse Consultant
- School Counselor
- School Health Services Coordinator
- School Psychologist
- School Social Worker
- Social Skills Teacher
- Special Education Teacher
- Specialist of PHD and TBI
- Speech/Language Pathologist
- Teacher of Deaf and Hard of Hearing
- Teacher of Oral/Aural Deaf Education
- Teacher of the Visually Impaired
- Work Based Learning Coordinator
- Youth Mental Health Navigator

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

An update on the status of current grievances was also provided.

ITEM 10: OPEN FORUM/CLOSING REMARKS

Comments were made regarding the AI presentation conducted at the recent Administrator Forum.

ITEM 11: OTHER

Chair Coleman adjourned the meeting at 7:55 pm. The next meeting of the SWWC Board of Directors is scheduled for Wednesday, April 22, 2026, beginning at 6:30 pm at SWWC - Marshall, MN.