

BOARD OF DIRECTORS' MEETING

April 22, 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 Paluch, Ivanhoe
Nicole Swanson, Tracy
Brad Johnson, Superintendent, Renville County West (Ex-Officio)

BOARD ABSENT: Becky Foster, Westbrook/Walnut Grove

STAFF PRESENT: Cliff Carmody, Executive Director
Kari Bailey, Director of Human Resources
Bobbie Carmody, Administrative Assistant
Liz Deen, Senior Director of Teaching & Learning
Tegan Gillund, Director of Finance

ITEM 1: **CALL TO ORDER**
Chair Coleman called the meeting to order at 6:34 pm at SWWC – Marshall, MN.

ITEM 2: **INTRODUCTION OF GUESTS**
Cliff Carmody introduced staff guest Liz Deen, Senior Director of Teaching & Learning.

Chair Coleman read the SWWC Mission and Vision statements.

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

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

4.1 **Minutes – March 25, 2026**

4.2 **Approval of Expenditures**

4.3 25-26 Services Contracts

- Hutchinson Public School – Orientation and Mobility Evaluation from 3/9/26-5/29/26 - \$675.67/day + 10% Admin Fee.
- Willmar Public School – ELL Teacher from 2/17/26-4/17/26 - \$8,754.00.

4.4 26-27 Membership Services Contracts

Approve 26-27 Membership Services Contracts totaling \$15,917,252.17 as presented.

4.5 Consultant Contracts

- ORB Management Corporation – LTFM Services Amendment to Existing Facilities Management Agreement to assist in the development, implementation, and approval of long-term facility maintenance from March 1, 2026 – June 30, 2026 - \$5,700.00/month.

4.6 Personnel List

New Hires:

- Morgan Blumberg, Custodian, full-time (Schedule A/Step 5), with fringes, effective 8/04/2026.

Status Changes:

- Nicole Niehaus, BCaBA, full-time, (PS-BCaBA/Step 6), to BCBA, full-time (PSBCBA/Step 3), with fringes, effective 3/18/2026.
- Azariah Sampson, BTA, full-time (PS-BTA/Step 11), with fringes, to BTA, part-time (PSBTA/Step 11), without fringes, effective 3/24/2026.

Stipends:

- Mykel Madera, Mentor Stipend, effective 2025-2026.
- Tori Riggelman, Mentor Stipend, effective 2025-2026.
- Abbigale Thomas, RBT Certification Stipend, effective 2025-2026.

Resignations/Terminations:

- Wendy Ahnupkana, Special Education Teacher, effective 6/09/2026.
- Heather Anderson, Curriculum, Instruction and Assessment Coordinator, effective 6/09/2026.
- Heather Bruse, Behavior Specialist, effective 6/09/2026.
- Anna Carstensen, Speech/Language Pathologist, effective 6/09/2026.
- Cassandra Evans, Special Education Teacher, effective 6/09/2026.
- Alexia Faulkner, Special Education Paraprofessional, effective 4/01/2026.
- Matthew Fjerkenstad, ALC Teacher, effective 6/09/2026.
- Michelle Schmieg, Behavior Therapy Assistant, effective 4/09/2026.
- Cody Shaffer, Behavior Specialist, effective 6/09/2026.
- Kim Sobiech, Occupational Therapist, effective 8/15/2026.
- Jennifer Steinhaus, Occupational Therapist, effective 8/28/2026.
- Emily Whipps, Behavior Therapy Assistant, effective 4/10/2026.

4.7 Acceptance of Grants

- MN Telemedia Advisory Board – To continue the use of previously purchased (MTM grant) ClassVR and Veative VR headsets to be checked out by teachers/schools in our region, we will need to renew our subscriptions to these devices so that the content is still accessible and that the administrative side of the devices can be managed and to expand the library of our STEM items that are available to schools in the SWWC region to be checked out for

classroom and student use. VR technologies and STEM resources provide new instructional approaches and engaging, hands-on ways to deliver content that help students across our region build essential skills and prepare for the future workforce. Through strong partnerships with local schools, SWWC Technology Solutions is uniquely positioned to support districts by providing current, high-impact VR and STEM tools that strengthen learning environments and enhance student learning outcomes - April 22, 2026, to June 30, 2027 - \$13,195.21.

- PACT for Families Collaborative – To help defray the costs incurred to host the READY to Shine presentation and the READY to Connect Resource Fair hosted by The READY Clinic – April 1, 2026 – April 1, 2027 - \$5,000.00.
- PACT for Families Collaborative – To purchase multi-age sensory equipment that meets the rigorous safety and durability standards required for the student population at ELC-New London – April 1, 2026 – April 1, 2027 - \$3,600.00.

Motion passed unanimously.

ITEM 5: STAFF PRESENTATION – TEACHING & LEARNING

Liz Deen provided a presentation on Teaching and Learning services and shared information on department leadership, program highlights, celebrations from partners, appreciations, monthly newsletter, and Literacy Symposium scheduled on May 20 in Marshall.

Amanda Lecy left at 7:00 pm

ITEM 6: ACTION ITEMS

6.1 Lakes Country Service Cooperative Memorandum of Understanding

Motion by Jody Bauer, seconded by Ben Bothun, to approve the Memorandum of Understanding with Lakes Country Service Cooperative for the Global Education Program. Motion passed unanimously.

ITEM 7: MONTHLY ADMINISTRATIVE REPORT

7.1 Director of Finance

Tegan Gillund provided a monthly financial report for the month ending March 31, 2026, with 63.5% of revenues collected and 68.8% expended and reported on 26-27 membership agreements with 88 out of 109 contracts received to date; 26-27 preliminary budget planning meetings; Property/Liability/Workers Compensation July 1 renewals; staff attending the Annual MASBO Conference, final special education allocations received, and first payment for MN Paid Leave submission.

7.1.1 Quarterly Investment Report

A report was provided on SWWC's quarterly investment portfolio performance earnings and sector allocation for the quarter ending March 31, 2026.

7.2 Director of Human Resources

Kari Bailey reported on SWWC vacancies to date, site visit completion and summary, and Joint Staff Networking Day.

7.3 Executive Director

Cliff Carmody provided a legislative update on impact of state fraud issue for The READY Clinic program, budget impact on local government, and Fall election and reported on Josh Sumption and David Berner were inducted into the CoSN

Volunteer Hall of Fame; Pipestone ALC presentation to the Pipestone School Board; ALC Glencoe has been approved to offer Early Middle College; Kelli Doorenbos will be presenting at the COMPASS Summer Institute; the Annual Business Conference was held onsite and went very well; the Creative Writing Awards Ceremony was held on April 12; shared account manager and sales services for the January 1 and July 1 insurance pools; LTFM planning; READY to Shine Event scheduled on April 23; and registration is now open for the MN Service Cooperatives Board Conference.

ITEM 8: FINANCE COMMITTEE REPORT

8.1 ORB Owner's Rep Agreement

Motion by Matt Coleman, seconded by Ben Bothun, to approve the Owner's Rep Agreement with ORB for consulting services throughout the Windom Winfair Elementary Project at a total cost of \$289,500.00. Motion passed unanimously.

8.2 Bloom Hay Dobbs Agreement

Motion by Matt Coleman, seconded by Becky Paluch, to approve the agreement with Hay Dobbs to provide professional services throughout the Windom Winfair Elementary Project at a total cost of \$531,900.00. Motion passed unanimously.

8.3 BCI Preconstruction Services Agreement

Motion by Matt Coleman, seconded by Nicole Swanson, to approve the agreement with BCI Construction, Inc. to provide preconstruction services for the Windom Winfair Elementary Project at a total cost not to exceed \$75,000.00. Motion passed unanimously.

ITEM 9: PERSONNEL COMMITTEE REPORT

9.1 2026-27 Insurance Renewal Rates

Recommended rates for medical group health coverage and dental and vision benefit coverage were received. Health insurance will see an increase of 8.8% and Delta Dental will see an increase of 8.01%.

9.2 Resolution Terminating Probationary Teachers

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

WHEREAS teacher is probationary teacher in the Southwest West Central Service Cooperative.

BE IT RESOLVED, by the Board of Directors of the Southwest West Central Service Cooperative, that pursuant to Minnesota Statute 122A.40, Subdivision 5, that the teaching contract of the probationary teacher is hereby terminated at the close of the current 2025-26 school year.

BE IT FURTHER RESOLVED, that written notice be sent to said teacher regarding termination and non-renewal of his/her contract as provided by law.

- Stephanie Almjeld – Special Education Teacher
- Kate Anderson – Medical Careers Instructor
- Ryan Baedke – PE Teacher
- Ashley Baker – Social Skills Teacher
- Samantha Baumhoefner – ECSE Teacher
- Riley Defries – Special Education Teacher
- Jamie Fenicle – Special Education Teacher
- Samantha Geurts Rathje – Special Education Teacher

- Olivia Goeman – Special Education Teacher
- Brittany Heidebrink – Special Education Teacher
- Amaya Helmin – Special Education Teacher
- Erika Hennen – Special Education Teacher
- Eric Johnson – Special Education Teacher
- Jennifer Knutson – Special Education Teacher
- Amanda Mattsen – Special Education Teacher
- Jennifer Nelson – School Psychologist
- Jeremiah Oyetunji – PE Teacher
- Logan Peterson – Special Education Teacher
- Breanne Powers – Special Education Teacher
- Erin Purrington – Special Education Teacher
- Jessica Quissell – Project SEARCH Teacher
- Alyssa Schmaedeka – Special Education Teacher
- Jodi Tongen – Special Education Teacher
- Chelsea Wade – Social Skills Teacher
- Crystal Wooldridge – Special Education Teacher

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

9.3 Resolution Terminating Probationary Direct Student Staff

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

WHEREAS, staff member is a part of the Direct Student Staff group in the Southwest West Central Service Cooperative.

BE IT RESOLVED, by the Board of Directors of the Southwest West Central Service Cooperative, that the employment contract of the staff member is hereby terminated at the close of the current 2025-26 school year.

BE IT FURTHER RESOLVED, that written notice be sent to staff member regarding termination and non-renewal of his/her assignment.

- Andrea McNamara – Physical Therapy Assistant

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

9.4 Resolution Proposing to Place Post-Probationary Teachers on Unrequested Leave of Absence

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

BE IT RESOLVED, by the Board of Directors of the Southwest West Central Service Cooperative, as follows:

1. That it is proposed that the persons listed below, teachers of the Southwest West Central Service Cooperative, be placed on unrequested leave of absence without pay or fringe benefits, effective at the end of the 2025-26 school year on June 30, 2026, pursuant to Minnesota Statute 122A.40, Subdivision 10, and Article IX, Section 7 of the current Master Agreement between the Service Cooperatives and the exclusive representative.

2. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and said notice shall include a date for hearing, if requested.

Kelli Doorenbos – Coordinator of Tiered Supports

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

9.5 Leave of Absence Request

Motion by Jody Bauer, seconded by Emily Coequyt, to approve an unpaid leave of absence for Nicole Larson, School Social Worker, for a portion of the 2026-2027 school year. Motion passed unanimously.

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

ITEM 10: MHC/MSB BOARD MEETING REPORT

An update was provided from the recent MHC Board of Directors meeting on investment balances, 26-27 budget, reserve balances, and July 1 renewal.

An update was also provided from the recent MSB Board of Directors meeting on legislative activities and SWWC providing leadership and consulting to statewide cybersecurity services.

ITEM 11: OPEN FORUM/CLOSING REMARKS

No comments were made.

ITEM 12: OTHER

Chair Coleman adjourned the meeting at 8:10 pm. The next meeting of the SWWC Board of Directors is scheduled for Wednesday, May 27, 2026, beginning at 6:30 pm at SWWC - Marshall, MN.