

# **BOARD OF DIRECTORS' MEETING**

August 26, 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  
Emily Coequyt, Minneota  
Becky Foster, Westbrook/Walnut Grove  
Nicole Swanson, Tracy

**BOARD ABSENT:** Ben Bothun, Lac qui Parle County  
Becky Paluch, Ivanhoe

**STAFF PRESENT:** Cliff Carmody, Executive Director  
Kari Bailey, Director of Human Resources  
Bobbie Carmody, Administrative Assistant  
Tegan Gillund, Director of Finance

**ANNUAL MEETING GUESTS:** Jennifer Kimman, SWWC  
Shelly Maes, SWWC  
Tim Godfrey, Red Rock Central Public School  
Anne Kilzer, MN Service Cooperatives  
Amber Schaffran, SWWC  
Wilson Hoffmann, SWWC  
Eriann Faris, SWWC  
Scott Monson, Minneota Public School

**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**  
Annual Meeting guests were introduced.

Chair Coleman read the SWWC Mission and Vision statements.

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

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

**4.1 Minutes – July 22, 2026**

**4.2 Approval of Expenditures**

**4.3 Services Contracts**

- Becker Public School – Data Privacy Services from 7/1/26-6/30/27 - \$5,104.00.
- Hendricks Public School – Tech Integration Services from 7/1/26-6/30/27 - \$7,650.00.
- Hutchinson Public School – RMIC Business/MARSS Services - \$46,394.77; Data Privacy Services - \$2,245.00; Special Ed Services - \$34,375.00; Behavioral Health Services - \$26,500.00; and STARRS - \$7,800.00 from 7/1/26 to 6/30/27.
- Lester Prairie Public School – ECSE Services from 7/1/26-6/30/27 - \$36,900.00.
- Red Rock Central Public School – Mental Health Services - \$68,000.00 and Teacher of Visually Impaired Services - \$2,500.00 from 7/1/26-6/30/27.
- Tiospa Zina Tribal School – Associate Member Fee - \$50.00 and Behavior Analyst Services - \$10,800.00 from 7/1/26-6/30/27.
- BOLD Public School – ECSE Services from 7/1/26-6/30/27 - \$36,900.00.
- Crookston Public School – Data Privacy Services from 7/1/26-6/30/27 - \$3,610.00.
- Hibbing Public School – Cybersecurity Services from 7/1/26-6/30/27 - \$37,418.80.
- Moorhead Area Public School – Membership Dues - \$50.00 and Data Privacy Services - \$6,508.80 from 7/1/26-6/30/27.
- Willmar Public School – ECSE Services from 7/1/26-6/30/27 - \$18,450.00.

**4.4 Consultant Contracts**

- Ed Tech Strategies, LLC – provide assistance to SWWC with E-Rate application processes for the upcoming funding year, which extends from 7/1/26-6/30/27 - \$28,000 + travel and expenses.
- Instructure, Inc. – LearnPlatform subscription for August 1, 2026 through July 31, 2027 for school districts participating in the SWWC Data Privacy Program electing to utilize LearnPlatform as their clearinghouse - \$60,061.54.
- Next Level Speech Therapy, P.C. – NLST shall provide SLP services from 8/17/26-11/30/26 - \$15,450.00.
- Windom Public School – meal service at the ALC & ELC programs in Windom for the 26-27 school year - \$38,862.21.

#### **4.5 Personnel List**

##### **New Hires:**

- Emily Bengston, Special Education Paraprofessional, full-time (Schedule A/Step 0), with fringes, effective 8/04/2026.
- Jayden Brayton, Registered Nurse, full-time (PS-SB2), with fringes, effective 8/04/2026.
- Tony Correa, Special Education Paraprofessional, full-time (Schedule A/Step 2), with fringes, effective 8/10/2026.
- Christopher Dreier, Technology Support Specialist I, full-time (PS-FY1) with fringes, effective 8/03/2026.
- Grace Heiberger, ECSE Teacher, 185 days (BA & 3), with fringes, \$5,000 signing bonus, effective 8/04/2026.
- Danielle King, Occupational Therapist, 185 days (MA & 17), with fringes, effective 8/04/2026.
- Leslie Knutson, Special Education Teacher, 185 days (10MA & 13), with fringes, \$5,000 signing bonus, effective 8/10/2026.
- Jessica McNamara, Behavior Specialist, full-time (PS-BS/Step 9), with fringes, effective 8/19/2026.
- Morgan Meyer, Speech Language Pathologist, 185 days (MA & 10), with fringes, effective 8/04/2026.
- Katie Ovitt, ECSE Teacher, 185 days (MA & 14), with fringes, \$5,000 signing bonus, effective 8/04/2026.
- Rayne Speidel, Special Education Paraprofessional, full-time (Schedule A/Step 0), with fringes, effective 8/04/2026.
- Cammie Weber, School Social Worker, 185 days (MA & 3), with fringes, effective 8/04/2026.

##### **Temporary Hires:**

- Jessie Wichmann, LPN/Health Para, without fringes, effective 8/24/2026-11/25/2026.

##### **Reinstatements:**

- Stephanie Almjeld, Special Education Teacher, 185 days, (BA & 5), with fringes, effective 7/23/2026.
- Katie Anderson, Medical Careers Instructor, 60 days, (30BA & 18), without fringes, effective 7/21/2026.
- Ryan Baedke, PE Teacher, 185 days (BA & 5), with fringes, effective 7/21/2026.
- Ashley Baker, Social Skills Teacher, 185 days (BA & 6), with fringes, effective 8/18/2026.
- Jamie Fenicle, Special Education Teacher, 185 days (40MA & 18), with fringes, effective 7/13/2026.
- Olivia Goeman, Special Education Teacher, 185 days (MA & 9), with fringes, effective 8/10/2026.
- Brittany Heidebrink, Special Education Teacher, 185 days (MA & 7), with fringes, effective 7/13/2026.
- Erika Hennen, Special Education Teacher, 185 days (MA & 13), with fringes, effective 7/23/2026.
- Jennifer Knutson, Special Education Teacher, 185 days (MA & 17), with fringes, effective 7/23/2026.
- Amanda Mattsen, Special Education Teacher, 185 days (MA & 10), with fringes, effective 7/14/2026.
- Breanne Powers, Special Education Teacher, 185 days (BA & 5), with fringes, effective 7/14/2026.

- Erin Purrington, Special Education Teacher, 185 days (40MA & 8), with fringes, effective 7/14/2026.
- Alyssa Schmaedeka, Special Education Teacher, 185 days (BA & 5), with fringes, effective 7/23/2026.
- Jodi Tongen, Special Education Teacher, 185 days (30BA & 8), with fringes, effective 7/28/2026.
- Crystal Wooldridge, Special Education Teacher, 185 days (20MA & 12), with fringes, effective 7/13/2026.

***Status Changes:***

- Jazlyn Johnson, Special Education Paraprofessional, full-time (Schedule A/Step 3), with fringes, to Special Education Teacher, 185 days, (BA & 3), with fringes, \$5,000 signing bonus, effective 8/04/2026.
- Susan Lokken, Special Education Paraprofessional, full-time (Schedule A/Step 8), with fringes, to Special Education Paraprofessional, part-time (Schedule A/Step 8), without fringes, effective 8/12/2026.
- Spencer Schwartz, Technology Support Specialist I (external), (PS-FY1), with fringes, to Technology Support Specialist I (internal), (PS-FY1), with fringes, effective 7/01/2026.
- Ashley Swan, temporary Medical Careers Instructor, without fringes, to Medical Careers Instructor and Nursing Assistant, part-time (PS-SB1), without fringes, effective 8/10/2026.
- Jewelz Vierstraete, Substitute Paraprofessional, without fringes, to Special Education Paraprofessional, part-time (Schedule A/Step 1), without fringes, effective 8/04/2026.

***Signing Bonus:***

- Liz Block, Behavior Specialist, effective 8/04/2026.

***Stipends:***

- Hazel Ashbeck, Program Lead Stipend, effective 2026-2027.
- Joe Fette, Fieldwork Supervision Stipend, effective 2026-2027.
- Chelsey Frericks, MARSS Coordinator Stipend, effective 2026-2027.
- Nichole Frericks, RBT Certification Stipend, effective 2026-2027.
- Heather Gilberts, RBT Certification Stipend, effective 2026-2027.
- Tyler Ihmels, Administrative Licensure Stipend, effective 2026-2027.
- Regina Magedanz, Administrative Licensure Stipend, effective 2026-2027.
- Kayce Olson, Continuing Ed Committee Chair Stipend, effective 2026-2027.
- Baylie Peterson, RBT Certification Stipend, effective 2026-2027.
- Nichol Roskamp, Administrative Licensure Stipend, effective 2026-2027.
- Summer Schoer, RBT Certification Stipend, effective 2026-2027.
- Brittney Thompson, RBT Certification Stipend, effective 2026-2027.
- Amber Unke, Administrative Licensure Stipend, effective 2026-2027.
- Ashley Willman, RBT Certification Stipend, effective 2026-2027.

***Retirement:***

- Marilyn Minnick, Special Education Paraprofessional, effective 8/10/2026.

***Resignations/Terminations:***

- Hannah Bevers, Speech Language Pathologist, effective 8/25/2026.
- Morgan Guza-Larsen, Instructional Coach, effective 8/04/2026.
- Ambreighya Price, Special Education Paraprofessional, effective 7/29/2026.
- Mariah Swanson, Special Education Paraprofessional, effective 7/31/2026.

**4.6     Acceptance of Grants**

- FY27 Special Education Teacher Pathway Grant – The MN Department of Education has funding available under MN Statutes 2025, section 122A.77, for grants under the Special Education (SPED) Teacher Pathway Program to develop trained and licensed Tier 3 or Tier 4 special education teachers – 7/1/26-6/30/31 - \$2,877,975.00.
- Minnesota Multi-Tiered System of Supports (MDE) – The MN Multi-Tiered System of Supports (MnMTSS) is a systemic, continuous improvement framework for ensuring positive social, emotional, behavioral, developmental, and academic outcomes for every student – 7/1/26-6/30/28 - \$250,000.00.
- Crisis Intervention Funding (MSC) – funding will provide Regional School Crisis Response teams funding to each regional service cooperative – 7/1/25-6/30/27 - \$44,775.00.
- COMPASS/Read Act Funding (MSC) – Existing State, MTSS, MTSS Math, Title I, Title II, and Read Act Funding through Minnesota Service Cooperatives – 7/1/26-6/30/27 - \$1,509,461.00.
- Robotics Team & STEM Internships through SW MN PIC – The SW MN STEM Initiative will service robotics teams in Southwest West Central Minnesota with a focus on schools with diverse and economically disadvantaged student bodies. This grant was approved previously but was extended from 6/30/26-9/30/26 - \$49,500.00.

Motion passed unanimously.

**ITEM 5:     ANNUAL MEETING REPORT**

**5.1     2026 Bylaws**

SWWC Bylaws were reviewed with no changes being recommended.

**5.2     2025-26 Annual Report**

Cliff Carmody provided a presentation on SWWC 25-26 accomplishments, what the year taught us, 26-27 strategic priorities and score card, and the year ahead.

**5.3     MN Service Cooperatives**

Anne Kilzer, Executive Director of the MN Service Cooperatives, provided a statewide update on the MN Service Cooperatives which included information on statewide work, values, role, benefits of an association, strategic framework, partnerships, legislative advocacy, student programming, organizational growth, career readiness ecosystem, opportunities to connect the dots, and measuring success.

**ITEM 6:     ACTION ITEMS**

**6.1     SMSU Social Science Sublease Agreement**

Motion by Nicole Swanson, seconded by Becky Foster, to approve the amended sublease between Marshall Public School and Adult Basic Education accounting for a reduction in square footage of space at the SMSU Social Science building from August 1, 2024 – July 31, 2027. Motion passed unanimously.

**6.2 Cancellation of Service Agreements**

Motion by Jody Bauer, seconded by Carla Olson, to approve the cancellation of service agreements with Midway Star Academy and New Century School for Behavior Analytic Services without penalty to either party for the 26-27 fiscal year effective 8/4/26. Motion passed unanimously.

**ITEM 7: BOARD POLICY REVIEW**

**7.1 Board Policies – 1<sup>st</sup> Reading and Adoption**

Motion by Nicole Swanson, seconded by Amanda Lecy to adopt the following board policies as presented:

- 301 - SWWC Administration
- 302 - Executive Director
- 303 - Executive Director Selection
- 304- Executive Director Contract, Duties and Evaluations
- 305 - Policy Implementation
- 306 - Administrator Code of Ethics
- 504 - Student Dress and Appearance
- 508 - Extended School Year for Students with IEPs
- 518 - DNR – DNI Orders
- 519 - Interviews of Students by Outside Agencies
- 523 - Policies Incorporated by Reference
- 527 - Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches
- 528 - Student Parental, Family, and Marital Status Nondiscrimination
- 531 - The Pledge of Allegiance
- 532 - Use of Peace Officers and Crisis Teams to Remove Students
- 552 - Data Request Policy for Public Data
- 610 - Field Trips

Motion passed unanimously.

**7.2 Board Policies – 2<sup>nd</sup> Reading & Adoption**

Motion by Nicole Swanson, seconded by Becky Foster, to adopt the following board policies as presented:

- 406/406 Form – Public and Private Personnel Data and Form
- 417 – Chemical Use and Abuse
- 418 – Drug-Free Workplace
- 506 – Student Discipline
- 536/536 Form – Therapy Dogs in Schools

Motion passed unanimously.

**ITEM 8: MONTHLY ADMINISTRATIVE REPORT**

**8.1 Director of Finance**

Tegan Gillund provided the monthly financial report for the month ending July 31, 2026, with 5.7% of revenues collected and 6.2% expended. Updates were also provided on audit work beginning September 21; last federal flow through reimbursement requests; summer site projects and onboarding new site custodians; first school-based payroll; MN Paid Leave applications; FY27 lease

levy costs; and construction fund proceeds used to pay ELC New London 25-26 lease and Agency Administrative building 27-28 lease.

**8.2 Director of Human Resources**

Kari Bailey reported SWWC has 9.0 FTE vacancies to date; MN Department of Human Rights mediation was held on August 11; the 2027 MN Paid Leave Premium will remain unchanged; New Employee Orientation was held on August 4 with 20 new employees in attendance; Fall Inservice was held on August 20; Program Specialist negotiations; initial meeting held with DSS for negotiations; first supervisor training held on August 26; and an EdMN & Pemberton training is scheduled on August 28.

**8.3 Executive Director**

Cliff Carmody reported on the New School Administrator Meeting held on August 14; Legislative Candidate Forums scheduled; lead special education staff positions established; KEYS Conferences held with 823 paraprofessionals in attendance; National Literacy Workshop held with Dr. Stephanie Stoller presenting; Leadership Development plan; Holly Ward, Superintendent, Dawson/Boyd will be attending the AESA Conference for the AESA Fellowship Award; status of purchase agreement and phases of construction for the Windom site; October Board meeting will be held at the ELC-Pipestone; and the AESA National Conference is scheduled on December 2-4 in Orlando, FL.

**ITEM 9: PERSONNEL COMMITTEE REPORT**

Jody Bauer reported on the transition of the Executive Director position. The current contract with the Executive Director expires on June 30, 2027. The Executive Director has expressed interest in continuing to work on a year-to-year basis following the expiration of his current contract. When he intends to retire, he will provide notice to the Board by April 15, 15 months prior to his intended retirement date.

**ITEM 10: OPEN FORUM/CLOSING REMARKS**

No comments were made.

**ITEM 11: OTHER**

Chair Coleman adjourned the meeting at 7:30 pm. The next meeting of the SWWC Board of Directors is scheduled for Wednesday, September 23, 2026, beginning at 6:30 pm at SWWC - Marshall, MN.