



MEEKER AND WRIGHT SPECIAL EDUCATION COOPERATIVE
Board Meeting - Joint Powers Board #0938
Tuesday, July 30, 2024 - 6:00 pm
MAWSECO Ed Center, Howard Lake, MN
Meeting Minutes - *Unofficial*

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

Absent: *Kelsey Puncochar*

Others Present: *Melissa Hanson, Emily Schneider*

I. Call to Order

The regular meeting was called to order at 6:06 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 Julie Rae Pennertz. Motion carried unanimously.

IV. Consent Agenda

A motion to approve the consent agenda was made by Jessica Johnson and seconded by Cindy Miller. The board unanimously approved the consent agenda which included:

- Minutes of Previous Board Meetings
 - June 25, 2024 Regular School Board Meeting
 - July 25, 2024 Special School Board Meeting
- Bills for Payment and other financial reports as attached
- Personnel Items

- *Employment of the following staff:*

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Gregory Amundson	1.0 FTE Special Education Teacher: Eastern Wright	August 12, 2024
Amanda Anderson	1.0 FTE Paraprofessional: Journeys	August 12, 2024
Crystal Diederich	1.0 FTE Paraprofessional:	August 12, 2024



	Village Ranch	
Kathi Lee	1.0 FTE Paraprofessional: Cornerstones	August 26, 2024
Shari Zeidler	1.0 FTE Paraprofessional, Village Ranch	August 12, 2024

V. Reports

Executive Director Report

General Updates

MAWSECO is pleased to welcome Litchfield Public School District's Superintendent Susan Burris. MAWSECO's new director of Special Education, Andrea Fladeboe began in July. Through the Non-Exclusionary Discipline (NED) Grant, MAWSECO is accessing training and resources through Resource Training and Solutions who will be offering training to MAWSECO staff and administrators.

Staffing & Personnel

All program teacher positions have been filled. The following positions remain vacant: five full time paraprofessional positions, one long term sub paraprofessional, two behavior analysts, one part time SLP, and one long-term sub SLP.

Legislative Advocacy

The executive director has been engaging in numerous conversations with potential partners in advocacy and staff at the MDE who provide recommendations for legislation. Melissa is a tri-chair of the MN Administrators for Special Education Legislative Committee and will be participating in and leading advocacy efforts throughout the school year. Recent meetings with MAWSECO staff and the MDE included discussions on the use of seclusion, Care and Treatment programs and Special Education Cooperative finance.

Director of Business Services Report

FY25 Health Insurance Renewal

There will be a maximum insurance renewal increase of 8.1% in plan costs although, USI will request an additional discount based on some changes to those currently on our insurance so we may see this number decrease.



FY24 Year End/Audit

The audit prep meeting is scheduled for August 8th, with fieldwork expected to take place October 29th through the 31st. MAWSECO has moved to a system of attaching all documentation into SMART so few paper documents should need to be pulled. Auditors will be able to see all relevant documents in the system and verify the purchase process as well as the accuracy of entries from within the SMART system making the process much more efficient for everyone involved.

Summer Unemployment

There were 25 people who applied for unemployment this year compared to 21 last year. The Q2 2023 bill was \$5,647.47 compared to \$9,730.36 for Q2 2024, an increase of 72%. If this were to play out for Q3, that would mean a bill for Q3 2024 of approximately \$81,176.

It is anticipated that these funds will be able to be reimbursed 100% for the FY25 fiscal year. It is unknown whether there will be remaining funds to cover these costs.

Summer Cash Flow/Purchase Service Billing

MAWSECO did not need to do any short term borrowing this summer although everything was in place so there was an option should it have been needed.

FY25 85% Purchase Service billing was done the first part of July. Once again, due to efficiency created in the purchase service log process, FY24 data for the FY preliminary billing was used. It is the most accurate predictor of services coming into the FY25 school year.

VI. Action Items

A. New Business

1. Materials Requested to be Determined as Surplus Property

A motion to determine materials requested as surplus property was made by Colleen Carlson and seconded by Gena Jacobson. Motion carried unanimously.

2. Policy Review

The following policies were brought to the board for a first reading. No action was taken.

Policy 214 - Out of State Travel by School Board Members

Policy 250 - Publications

Policy 306 - Administrator Code of Ethics

Policy 405 - Veteran's Preference; Hiring

Policy 407 - Employee Right to Know-Exposure to Hazardous Substances



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Policy 409 - Employee Publications, Instructional Materials, Inventions and Creations

Policy 417 - Chemical Use/Abuse

Policy 420 - Students and Employees with HIV/AIDS and Certain Other Communicable Diseases and Infectious Conditions

Policy 507.5 - School Resource Officers

VII. Future Board Meetings

- A. August 27, 2024, 6:00 p.m., Wright Technical Center (Cornerstones and Eastern Wright Programs), Buffalo
- B. September 24, 2024, 6:00 p.m., Wings Alternative Program, Litchfield
- C. October 29, 2024, 6:00 p.m., Village Ranch Alternative Program, Cokato

VIII. Adjournment

A motion to adjourn the meeting at 6:30 p.m. was made by Jessica Johnson and seconded by Julie Rae Pennertz. Motion carried unanimously.

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