



MEEKER AND WRIGHT SPECIAL EDUCATION COOPERATIVE
Board Meeting - Joint Powers Board #0938
Tuesday, August 27, 2024 - 6:00 pm
1405 3rd Ave NE, Buffalo, MN 55349
Meeting Minutes - Unofficial

Present: *Amy Johnson, Jessica Johnson, Cindy Miller, Julie Rae Pennertz, Kelsey Puncuchar*

Absent: *Colleen Carlson, Gena Jacobson*

Others Present: *Melissa Hanson, Heidi Hennen, Jill Sundblad, Emily Schneider, Nathan Woodford*

I. Call to Order

The regular meeting was called to order at 6:07 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 Julie Rae Pennertz and seconded by Jessica Johnson. 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 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> |
|--------------|---|-----------------------|
| Karie Miller | 1.0 FTE Early Childhood Special Education Teacher | August 12, 2024 |
| Nancy Walter | 1.0 FTE Regular/Special Education Teacher, Wings | August 12, 2024 |



V. Reports

Executive Director Report

General Updates

Melissa Hanson reported that they are excited to welcome back employees for the new school year. MAWSECO hosted a new employee orientation on August 12th where new staff learned more about the cooperative and met with their mentors. An all staff inservice was held on August 26th featuring a number of guest speakers including Board Chair, Amy Johnson and keynote speaker, Mick Waldspurger of Squires, Waldpurger, and Mace, P.A.

Professional Development Highlights

MAWSECO Administrators and staff have attended several professional development opportunities during the month of August including the MDE/MASA Back to School Conference, The Science of Leadership Training, and Non Exclusionary Discipline Training.

The new special special education teacher cohort began in August. Training was provided by the special education leadership team and is for employees of MAWSECO and member districts new to MAWSECO or special education teaching. Those who are new to special education will continue to participate in the year-long cohort through monthly virtual training sessions with the leadership team.

MAWSECO presented a three hour training to the Wright County SROs on August 20th on a variety of topics to assist in helping SROs understand disabilities and how to partner with district staff in supporting students with disabilities.

In conformity with the MN READ Act requirements MAWSECO staff in selected roles will be participating in CORE's OL&LA training and one Pre-K ECSE teacher will be participating in LETRS for Early Childhood. Training sessions will occur throughout the school year.

Special Education Updates

During the 2024-2025 school year, MAWSECO and its member districts will participate in the MDE Program Monitoring process as part of their Cohort 1 group this fall.

In 2024-2025, one school psychologist will be on a special assignment to support our member district special education teams with implementing the science of reading within special education. The support will include coaching on: interpreting educational data and evaluation information to inform special education instruction, IEP goals, and progress monitoring in the area of reading.



Director of Business Services Report

FY24 Student Activity Account

UFARS Chapter 14 - Student Activity Accounting. One of the requirements is that a reporting to the board summarizing receipts, disbursements and current balances be reviewed at least once per fiscal year. A statement was presented to the board.

FY25 Purchase Service Contracts

FY25 purchase service contracts were sent out with a new format and/or new information included. As there have been some changes to different funding sources being used, Melissa and Heidi talked through how to best represent the different positions being provided as well as whether those services will be purchase service billed or not. Heidi presented the board with an example.

Supplemental documentation was also provided to the district Business Managers that details information about funding sources, FTEs anticipated, and SEDRA/UFARS coding. This will be helpful for districts to see what is being billed and see how the different positions are being funded and/or paid for that are not being billed. It will hopefully be a resource moving forward so changes can be noted year over year as well.

FY24 Audit Preparation

Preparation for the FY24 Audit continues

The next steps that affect member districts include: Final FY24 General Education billing, Final FY24 purchased service billing, Final FY24 Fin 374 Student Support Personnel Aid billing, Finalizing federal flow through claim forms, drawing funds from MEGS, and flowing checks back to districts, and B-3 calculations.

VI. Action Items

A. Old Business

1. Policy Review [Second and Final Reading]

A motion to approve the listed policy changes as recommended by the Policy Committee was made by Julie Rae Pennertz and seconded by Kelsey Puncochar. Motion carried unanimously.

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



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

B. New Business

1. 2024-2025 MAWSECO Student Programs Handbook

A motion to approve the 2024-2025 MAWSECO Programs Student Handbook was made by Kelsey Puncochar and seconded by Jessica Johnson. Motion carried unanimously.

2. EdMN and MAWSECO READ Act MOU

A motion to approve the READ Act MOU between EdMN MAWSECO and Meeker and Wright Special Education Cooperative was made by Julie Rae Pennertz and seconded by Cindy Miller. Motion carried unanimously.

3. Resolution Accepting Donations

A motion to approve the resolution accepting donations was made by Julie Rae Pennertz and seconded by Cindy Miller.

Roll Call Vote:

Amy Johnson - Aye

Julie Rae Pennertz - Aye

Jessica Johnson - Aye

Cindy Miller - Aye

Kelsey Puncochar - Aye

Colleen Carlson - Absent

Gena Jacobson - Absent

Motion carried with 5 votes in favor.



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4. Separation Agreement and Mutual Release of Claims

A motion to approve a Separation Agreement and Mutual Release of Claims was made by Jessica Johnson and seconded by Cindy Miller. Motion carried unanimously.

VII. Future Board Meetings

- A. September 24, 2024, 6:00 p.m., MAWSECO Ed Center, Howard Lake
- B. October 29, 2024, 6:00 p.m., Village Ranch Alternative Program, Cokato
- C. November 26, 2024, 6:00 p.m., MAWSECO Ed Center, Howard Lake

VIII. Adjournment

A motion to adjourn the meeting at 7:16 p.m. was made by Julie Rae Pennertz and seconded by Jessica Johnson. Motion carried unanimously.

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