

REGULAR BOARD MEETING

UNOFFICIAL MINUTES

Southern Minnesota Education Consortium #6083

Wednesday, September 28, 2022, at 6:30PM

SMEC Ed Center, 21697 State Hwy 56, Austin, MN 55912

The regular meeting of the Southern Minnesota Education Consortium #6083 Governing Board was called to order at 6:30PM, followed by the pledge of allegiance, roll call, and determination of quorum.

Attended in-person:

-Executive Director Dan Armagost	-Director of Special Education Denise Kennedy
-SMEC Administrative Assistant Ashley Rye	-SMEC Business Manager John-Mark Dundas
-Tricia Linn (Alden-Conger)	-Dan Geier (Grand Meadow)
-Lisa Hajek (Glenville-Emmons)	-Tricia Linn (Alden-Conger)
-Michelle Nelsen (Southland)	-Teresa Frazer (LeRoy-Ostrander)
-Kyle Rader (Kingsland)	

Attended via Zoom:

-Krista Pell (Lyle)

Absent:

None.

Approval of Agenda

Hajek motioned to approve the meeting agenda, seconded by Geier. All were in favor, motion carried.

Public Recognition

No public recognition.

Consent Agenda

**(Approval of the consent agenda indicates that the board has taken positive action on all items listed)*

- a. Approval of the July regular meeting minutes
- b. Approval of the August special meeting minutes

Frazer motioned to approve the consent agenda, seconded by Linn. All were in favor, motion carried.

Committee and Director Reports

- a. **Building and Grounds** - Kyle Rader & Krista Pell
Working on finalizing specs and county waivers for garage construction.
- b. **Policies and Procedures** - Dan Geier & Teresa Frazer
500 series 1st reading is complete, will continue to work on annual and mandatory policy review and readings.
- c. **Transportation** - Lisa Hajek & Krista Pell
(3) 7-passenger vans are on order, scheduled to arrive Oct/Nov. New Honda HRV is also on order and added to fleet of vehicles for staff travel. Addressed the need for a wheelchair van and the plan to purchase when available.
- d. **Administration Negotiations** - Michelle Nelsen
This is a negotiation year, will start Spring/Summer 2023.

- e. **Staff Negotiations** - Dan Armagost & Denise Kennedy
Start 2023-2024 school year.
- f. **Executive Director Evaluation** - Michelle Nelsen
Armagost has submitted goals to the committee for review and feedback. Goals are taken directly off strategic plan, will bring to next meeting for approval by the Board.
- g. **Business Manager** - John-Mark Dundas
Audit will be presented at November Board meeting. Still working on finalizing SEDRA, just need to make sure tied out before submitting. Working on district billings.
- h. **Director of Special Education** - Denise Kennedy
Memo included in packet that goes out to staff on the 15th of every month, highlighted how well districts work together to complete early childhood screenings, highlighted how SMEC supports teacher due process needs and questions.
- i. **Executive Director** - Dan Armagost
Referenced monthly board memo that is sent with financial, staff, and programming updated.
Tuition Reimbursement – has been working with state legislators, MDE staff, Region 10, and other stakeholders to problem-solve tuition support and SMEC Grow Your Own programs.

Old Business

Building Fund/Garage Plans: requested to know if garage was part of the original plans for the building; referred to original drawings, garage is on all building plans.

New Business

Houston School District: Armagost reviewed Houston's interest in joining the co-op and how the process will look when new districts inquire about becoming part of SMEC.

Policies: Policies on the September board agenda are for the 2nd reading and approval, as the Board agreed that the committee review fulfills the need for a 1st reading. Policies for 2nd reading include:

515 Protection and Privacy of Pupil Records / Form

516 Student Medication

518 DNR-DNI Orders

520 Student Surveys / Form

530 Immunization Requirements / Forms

534 School Meals

Frazer noted that changes were defining terms – education district, governing board, executive director, etc. Term changes did not change the intent of the policies.

Other Discussion Items

None.

Action Items

Policies – 2nd reading and approval:

515 Protection and Privacy of Pupil Records / Form

516 Student Medication

518 DNR-DNI Orders

520 Student Surveys / Form

530 Immunization Requirements / Forms

534 School Meals

Frazer motioned to approve the policies as written, seconded by Rader. All were in favor, motion carried.

The next regular meeting is Wednesday, November 30th, 2022, at 6:30PM at the SMEC Ed Center

Motion to adjourn made by Geier, seconded by Hajek. All were in favor, motion carried.

Meeting adjourned at 7:04PM

Respectfully submitted,

Ashley Rye, SMEC Administrative Assistant