

REGULAR CABINET MEETING MINUTES
Southern Minnesota Education Consortium #6083
Tuesday, September 20, 2022, at 9:00AM
SMEC Ed Center, 21697 Hwy 56 Austin, MN 55912

The regular meeting of the Cabinet of Southern Minnesota Education Consortium #6083 was called to order at 9:01AM by Dan Armagost on Tuesday, July 29, 2022. The meeting opened with the Pledge of Allegiance followed by 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
-Scott Hall (Southland)

Attended via Zoom:

-Brian Shanks (Alden-Conger/Glenville-Emmons)
-Paul Besel (Grand Meadow)
-Scott Klavetter (Kingsland)
-Jennifer Backer-Johnson (LeRoy-Ostrander)
-Jamie Goebel (Lyle)

Absent:

-Jeff Oian (Technology)

Meeting Agenda

Armagost noted that 9.C. Iowa for each district can be eliminated as the Board has already approved this resolution. No other changes or additions.

Goebel motioned to approve the meeting agenda, seconded by Shanks. All were in favor, motioned carried.

Approval of the Consent Agenda

Approval items on the September consent agenda include:

- a. Minutes from July 2022 regular meeting
- b. Treasurer's Report/Financial Report
- c. NEXT Step Bank Account activity
- d. Hire/Employment Agreement – Kim Doss-Smith (On-Call Substitute Para)
- e. Hire/Employment Agreement – Carly Meyer (Level III Paraprofessional)
- f. Hire/Employment Agreement – Nicole Wallin (SLPA)
- g. Resignation of Kimberley Richter (CT/MHP)
- h. Hire/Employment Agreement – Jessica Hemann (ELL Teacher)
- i. Hire/Employment Agreement – Madison Underhill (Level III Paraprofessional)
- j. Southern Plains Education Cooperative Agreement – 1.0FTE Speech purchase
- k. Austin Public Schools Services Agreement – 0.1FTE Audiology purchase
- l. Ashley Hanson Lane Change (SLP) – MA+15, Step 5 to MA+30, Step 5
- m. Resignation of Michelle Love (Level III Paraprofessional)

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

Committee and Director Reports

- a. *Admin Council – Hall:* Next meeting is Thursday, October 13th, 2022, at 2:00PM at the SMEC Ed Center.
- b. *Building and Grounds – Besel & Shanks:* Re-visiting design and placement for the garage at the Ed Center site. Working with the contractor to set dates to review.
- c. *Policies and Procedures – Besel & Backer-Johnson:* Meeting Wednesday 09/21 to review the remaining 500 series policies.
- d. *Transportation – Goebel & Shanks:* Awaiting approval from the state to utilize fund 140 to purchase (3) 7-passenger vans. Projected to arrive late November at the earliest.
- e. *Administration Negotiations – Besel & Hall:* Will begin around March with the same process as last time, finalization of new administrative contracts for June.

- f. *Staff Negotiations – Armagost & Kennedy:* Will be revisited in Spring 2023, 2023-2024 is next negotiations year.
- g. *Executive Director Evaluation – Backer-Johnson:* Armagost will begin to form goals based off of the recently-completed strategic plan to submit to the committee.
- h. *Business Manager – Dundas:* Finalizing the FY22 audit with minor things to follow up on, hoping to have audit ready to be presented in November. Has also been working on tying out SEDRA.
- i. *Director of Special Education – Kennedy:* Working on settling new students and teachers into the new school year.
- j. *Executive Director – Armagost:*
 - a. Tuition Reimbursement – has been working with state legislators, MDE staff, Region 10, and other stakeholders to problem-solve utilizing federal funds to reimburse staff college tuition.
 - b. MDE Monitoring – SMEC will be monitored as a co-op in 2023-2024.

Old Business

None.

New Business

- a. *Go Guardian – Oian:* Oian was absent, Armagost led the discussion. Armagost inquired how many districts are utilizing the Go Guardian software that SMEC is hosting. Kingsland and Alden-Conger are not using this software; Glenville-Emmons and SMEC have not received the Chromebook or software to utilize; Grand Meadow, Lyle, and Southland are unsure of what is being utilized. Armagost will follow-up with Oian.
- b. *Student Transportation – Goebel:* Brought Glenville Bus Company billing for student transportation up for discussion; it was clarified that any routes run by the Glenville Bus Company is still to be billed to Glenville as they receive the transportation revenue. Shanks requested patience with the new company as they learn how route-sharing works in the co-op, and if there any issues with districts being billed, please let Shanks know.
- c. *Houston School District – Armagost:* Discussed Houston's interest in joining the co-op and how this will look as new districts inquire about becoming part of SMEC.

Other Discussion Items

Besel reminded the group about the Mower County Collaborative meeting 09/20 at 2:30PM in Austin and encouraged all who are part of the group to attend.

Besel noted the increasing need to replace teachers or curricula and proposed consideration to embrace online and virtual learning by becoming a host for online courses to be purchased by member and non-member districts as the need arises.

Klavetter inquired about how to complete the Digital Equity Survey that is being requested by MDE. Districts agreed that these surveys were completed with student enrollment paperwork.

Other Action Items

None.

The next regular Cabinet meeting will be Tuesday, October 18, 2022 at 9:00AM at the SMEC Ed Center. Motion to adjourn by Hall, seconded by Shanks. All in favor, motion carried.

The meeting was adjourned at 10:05AM.

Respectfully submitted,
Ashley Rye, SMEC Administrative Assistant