

OFFICIAL REGULAR CABINET MEETING MINUTES
Southern Minnesota Education Consortium #6083
Tuesday, March 21, 2023 at 9:00AM
SMEC Ed Center, 21697 State Hwy 56, Austin, MN 55912

The regular meeting of the Cabinet of Southern Minnesota Education Consortium #6083 was called to order at 9:02AM by Dan Armagost on Tuesday, March 21, 2023. 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 Board Secretary Kylea Draayer
- SMEC Business Manager John-Mark Dundas
- Scott Hall (Southland)
- Scott Klavetter (Kingsland)

Attended via Zoom:

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

Meeting Agenda

Draayer noted a typo under 6i, name should be Huneke not Hemann. Goebel made a motion to approve the agenda, it was seconded by Backer-Johnson. All were in favor, motion carried.

Approval of the Consent Agenda

Approval items on the February consent agenda include:

- Minutes from February 2023 regular meeting
- Treasurer's Report/Financial Report
- NEXT Step Bank Account activity
- Hire of Felicia Rivera – Paraprofessional*
- Hire of Tamara Wiedeman - Paraprofessional*
- Dismissal of Felicia Rivera*
- Dismissal of Tamara Wiedeman*
- Hire of Cole Lytle – Student Building Maintenance Staff*
- Jessica Huneke – Grow Your Own Contract*
- Resignation of Denise Kennedy – Director of Special Education*

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

Committee and Director Reports

Admin Council – Scott Hall: Next meeting is scheduled for April 13, at 2pm.

Building and Grounds – Dan Armagost: Smec has received a bid for a plan from MLA, will set the meeting soon.

Policies and Procedures – Besel & Backer-Johnson: there are 5 non-mandatory policies for the committee meeting 3/23/23.

Transportation – Goebel & Shanks: the last driver position offered was not accepted. No further updates at this time.

Administration Negotiations – Besel & Hall: Armagost sent a letter of intent to negotiate to the board chair. Armagost is expecting some changes due to Kennedy resigning.

Staff Negotiations – Armagost & Kennedy: no updates until 2024.

Executive Director Evaluation – Backer-Johnson: Armagost gave update that his mid-year evaluation feedback has been submitted back to SMEC board chair Nelsen.

Business Manager – John-Mark Dundas: updates to staff being paid by SMEC directly – leadership team and LETRS stipends started March 1, 2023. Starting June 1, 2023 – all summer work will be paid through SMEC payroll. Starting July 1, 2023, looking to start paying directly for paperwork nights and staff development. Dundas is seeking to bring all itinerant staff onto SMEC contracts if possible. Audit bids will be presented to the SMEC board, as well as the revised budget at the meeting on 3/29/23. Smec Academy grant funding was denied for upcoming summer. Dundas has been seeking other funding sources for sustaining the program. Grow Your Own funding has had much discussion at the state level. No definitive plans yet for Tier 1 and 2 teachers.

Director of Special Education – Denise Kennedy: SMEC calendar will be brought to the board for approval now that Southland's is approved. Winona student teacher day upcoming. With Kennedy resigning, a new representative for student teacher and college partnerships will need to be selected.

Executive Director – Dan Armagost: update is the memo that is in the packet and was emailed. Armagost has been testifying at the state capitol with Brie Bednar (Lyle) to support the pipeline of funds to our districts with the Grow Your Own grants.

Old Business

2.2% Fund Balance – this is on the board agenda for March 29 meeting. Armagost requested the superintendents discuss this with their business managers and board representatives so that the vote will accurately reflect the goals of all districts.

New Business

None.

Other Discussion Items and Cabinet Comments

Cyber Security Meeting – Schedule joint meeting with Jeff Oian and consortium superintendents – Hall was contacted by Oian to set up a meeting with district superintendents due to severe security breaches in the state and wanting SMEC districts to be proactive towards these potential risks. Cabinet members are all in favor of this meeting. Hall will schedule.

Houston District & online course availability – Goebel met with principals last week and they are interested in what Houston could offer our consortium. Houston district needs further discussion on what the agreement would entail for the “give and take” between Houston and SMEC. Armagost states that with the changes in SMEC administration, holding off on including a brand-new district into SMEC is the best course of action at this time.

Motion to adjourn by Hall, seconded by Shanks. All in favor, motion carried.

The meeting was adjourned at 9:55AM.

Next regular meeting is April 18, 2023, at 9am at the SMEC Ed Center building.

Respectfully submitted,

Kylea Draayer, Administrative Assistant