

OFFICIAL REGULAR CABINET MEETING MINUTES

Southern Minnesota Education Consortium #6083

Tuesday, November 14, 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 9:07AM by Dan Armagost on Tuesday, November 14, 2023. The meeting opened with the Pledge of Allegiance followed by roll call and determination of quorum.

Attended in person:

- Executive Director Dan Armagost
- SMEC Business Manager John-Mark Dundas
- Ed Center Principal Deana Dontje
- Special Education Coordinator Mary Bergene
- Paul Besel (Grand Meadow)
- Scott Hall (Southland)
- Scott Klavetter (Kingsland)
- Jamie Goebel (Lyle)
- SMEC Administrative Assistant Kylea Draayer

Attended via Zoom:

- Jeff Tietje (Glenville-Emmons)

Absent:

- Brian Shanks (Alden-Conger/Glenville-Emmons)
- Jennifer Backer-Johnson (Leroy-Ostrander)

No public recognition.

Meeting Agenda

Besel motioned to approve, Hall seconded. All in favor, motion carried.

Approval of the Consent Agenda

Motion by Goebel, Second by Besel. All in favor, motion carried.

Committee and Director Reports

Admin Council – no update

Building & Grounds – ALC addition progress

Policy & Procedure – still waiting to set up a meeting; Dundas has begun reviewing needed updates

Transportation – some replacement staff vehicles are being received before the end of year.

Admin. Negotiation – completed.

Staff Negotiation – to be started in March 2024.

Executive Director Evaluation – no update.

Business Manager – Business manager meeting was held last week; Staffing continues to be a challenge due to number of positions SMEC employs, as well as turnover and declination of interviews or contracts. Higher aggression in our programs also contributes to turn over. Wages are another challenge to retention. Consortium students have higher needs than a general education classroom and staff requires more training to meet those needs. Substitutes are also in high demand. Dundas helped secure grant funds for the Trauma-Informed training for all districts.

SpEd Coordinator – memo to be emailed. There will be a sped audit next year.

Ed Center Admin – ALC has 78 students currently and there is a waiting list.

Executive Director – will send the memo later this week

Old Business

12-month Employee Contracts – Dundas further detailed projected costs for this project. No major changes.

Billing Procedures Draft for 23-24 - Nearly finished; will be presented to the SMEC board on 11-29-23 for approval.

Infinite Campus/JMC Access - SMEC office staff needs view only access for MARSS purposes.

District Summer Learning Network (DSLNL) - Armagost and Dontje are attending regular meetings with this group.

Student Support Aid - districts were granted funding to employ student support staff such as nurses, counselors, social workers, and similar positions. With the Co-operative format, districts can put funding together to better serve all students.

New Business

Other Discussion Items and Cabinet Comments

Next regular meeting is December 19, 2023, at 9am at the SMEC Ed Center building.

Motion to adjourn by Goebel, second by Besel, all in favor, motion carried. Meeting adjourned at 9:56am

Respectfully submitted,

Kylea Draayer, Administrative Assistant