

**SOUTHERN MINNESOTA EDUCATION CONSORTIUM #6083
CABINET**

Regular Meeting

Tuesday, May 19, 2020 9AM

SMEC Office, 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, May 19, 2020. Due to the implementation of the Shelter in Place order by Governor Walz, the meeting was held virtually via BlueJeans video conferencing. The meeting opened with roll call to determine a quorum. Cabinet members present were: Brian Shanks, Paul Besel, Bryan Boysen, Jim Hecimovich, Scott Hall. Absent was Ray Arsenault. Administration and staff in attendance were: Executive Director Dan Armagost, Director Denise Kennedy, Business Manager Todd Lechtenberg, and Administrative Assistant Elizabeth Rice.

A motion was made by Jim Hecimovich to approve the agenda, seconded by Bryan Boysen. Motion carried.

Public comments/recognition:

None

A motion was made by Scott Hall, seconded by Bryan Boysen to approve the Consent Agenda with the addition of I: Approval of Teacher pay scale FY21 to include FY22 and K: Approval of hiring Josh Benson for the Kingsland Enrich program, BA/1. Motion carried. Items approved in the Consent Agenda were: Minutes from the April 21st Regular Meeting; the Treasurer's/Financial report; the NEXT Step bank account statements; resignation of Bailey Hanson, Enrich Kingsland teacher, effective June 30, 2020; resignation of Michelle Runde, para, effective May 15, 2020; hiring of Danielle Hall, testing specialist, effective July 1, 2020; Mary Bergene contract to move from Teacher to Case Facilitator; Angela Klingfus moving to SMEC contract, 0.8FTE BA+30/5; Teacher pay scale; renewal of Sped Forms contract.

Committee Reports: None

New Business Items:

- A. Motion by Bryan Boysen, seconded by Scott Hall to hire Burdock, LLC for mowing services at \$125/time with mowing to be done two times per month. Burdock, LLC provided a copy of certificate of insurance. Motion carried.
- B. ELL Services
 - Proposal of three options to provide more services to students
 - Option 1: hire additional teacher to cover Southland, LeRoy, Kingsland, and Grand Meadow
 - Option 2: develop a Newcomer program and house in Lyle; hire additional teacher to work in district buildings with progressing students; keep para
 - Option 3: hire additional para to float to all districts
 - Following discussion Option 2 would provide for the best services for students by allowing for students who have limited English experience to participate in Newcomer classes for full days. All students who participate in the Newcomer class would be SMEC reported on MARSS. Students who remain in their respective district for ELL services would continue to be reported on the district MARSS. Districts would continue to be billed for ELL services for those students.

- Motion from Bryan Boysen to proceed with gather more data for cost analysis and begin conversation with Lyle to host Newcomer program, second by Paul Besel. Motion carried.
- C. Motion by Bryan Boysen, second by Paul Besel to approve Infinitec Agreement for FY21 services. Motion carried.
- D. Motion by Bryan Boysen, second by Paul Besel to approve BYOC invoice. Motion carried.
- E. Fernbrook Contract 2020-2021
 - An information summary of the contract options was present by Casey Lind, Kelsi Addabbo, and Kalene Sharstrom – all of Fernbrook Family Center
 - Two contract options were presented
 1. Contract Option A: Original Hybrid Model
 - a. Does not give SMEC the option to furlough Fernbrook staff in the event of continual distance learning or other extenuating financial burden
 - b. Cost: \$765,074.69
 - i. FTE staffing at 8 employees (QMHP/CT=2; MGP=6)
 - ii. At least 1 QMHP/CT and 1 MHP in districts housing a level 3 or 4 program 5 days/week
 2. Contract Option B: Dual Contract
 - a. Start out with no changes from current contract in place, but would move to hybrid contract mid-year
 - b. Provides SMEC the option to furlough Fernbrook staff if necessary by providing a 30 day notice
 - c. Cost: \$516,776.48
 - i. FTE staffing at 5 employees (QMHP/CT=2; MHP=3)
 - ii. Additional staff will be hired once decision to move to hybrid contract is made mid-year
 - With either contract there would be no changes to school linked services, contracts are for school based services
- Cabinet Discussion
 - Would like to have a payment (invoicing) option that would lineup with when MDH reimbursements were received
 - Struggles with moving forward to approve a contract with substantial increase in contracted costs due to the financial burdens districts may be facing due to the state deficit
 - Create a committee to work out finances with Fernbrook
 1. Committee members: Scott Hall, Jim Hecimovich, Dan Armagost, Todd Lechtenberg
- Motion by Jim Hecimovich with the recommendation to table the approval of any contract until the June meeting. Second by Bryan Boysen. Motion Carried.

Old Business Items:

- A. Kingsland will be starting the Ed-fi onboarding process this coming school year. All other districts have been placed on the wait list and will be on boarded beginning in the 2021-22 school year.
- B. Motion by Paul Besel, second by Scott Hall to approve SMEC moving forward with rSchool Today for their website. Motion carried.
- C. Implementation to move to Zoom is in process. Will still have 30 accounts to be used with 6 room connectors. Cost per district will be approximately \$206.25 per year.

Administrative Reports:

Admin Council Updates (Paul Besel): Admin retreat will be moved to July and will be held at the SMEC Education Center.

3rd Party Billing Coordinator Update (Dee Felten): No new information

Business manager Updates (Todd Lechtenberg): finishing up with current year; budget will be sent out to business managers later this week

Director Updates (Denise Kennedy): ESY: will be entirely through distance learning, looking to hire 1-2 teachers and 1-2 paras; Staff Development days are in place, would like to open up para training to include the general education paras

Executive Director Updates (Dan Armagost): Building Updates: Joseph Const. continuing to do repairs to the block walls; parking lot expansion has started; Grounds Update: have been able to take down numerous dead trees, used these to create wood chips that were then distributed for the walking path; PPE & Staff returning to buildings: what is everyone doing to address this – will be added to discussion for Admin Retreat

Cabinet Comments: Have received a number of candidate referrals from Winona recently, they are very impressed with how well student teachers come back from their time within our districts! Winona plans to send more candidates our way.

Next Meeting Date/Time:

The next regular meeting will be on Tuesday, June 16, 2020 at 9AM at the SMEC office.

Adjourn:

A motion to adjourn was made by Bryan Boysen, seconded by Brain Shanks. Motion carried. Meeting adjourned at 11:29 AM.

Unofficial minutes submitted by Elizabeth Rice, Admin Assistant for SMEC on May 19, 2020