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| **Date** | | | **July 18th, 2017** | **Time** | | **9:00 am** |
| **Facilitator** | | | Dan Armagost | **Scribe** | | Tiffany Lewison |
| **Subject** | | | **July 2017 SMEC Board meeting** | | | |
| **Attendees** | | | **Jeff S, Bryan B, Jerry R, Denise K, Paul B, Dan A, Todd L, Brian S, Tiffany L, James H via Bluejeans, Bob Prell** | | | |
| Key Points Discussed | | | | | |
| No. | Topic | | | **Highlights** | |
| 1 | Approve minutes | | | **1st Jeff S 2nd Jerry R** | |
| 2 | **Approve bills** | | | **1st Paul B 2nd Brian S** | |
| 3 | **Review Bank Rec Statements** | | | **No bank rec** | |
| 4 | **Review Next Step Bank Statement** | | |  | |
| 5 | **Approve SERVs printout** | | | **1st Brian S 2nd Jeff S** | |
| 6 | **Business manager update** | | | **Finish state allocations; bill out SMEC nurse; bill out membership; track audits** | |
| 7 | Admin Council update/Supt Sharing Update | | | Jeff Sampson  **Approval of Laura Booth Presenter Agreement**  **1st Jerry R 2nd  Paul B**  **Approval for Southland to pay Laura Booth and bill 1/7th of cost back to districts**  **1st Jerry R 2nd Jeff S**  **Admin Retreat July 31 & August 1 @ Holiday Inn in Austin**  **Update on sup sharing: Jerry R has calls into MDE and MSBA to get more insight and can draft up a plan** | |
| 8 | Liability Insurance Discussion | | | **Insurance rep from each district to attend admin retreat for a discussion on liability umbrella** | |
| 9 | Approved targeted services letter | | | **All districts approved for targeted services** | |
| 10 | Update on health insurance | | | **One teacher contract and one insurance contract – will keep in touch with Amy when the co-op wants to move forward** | |
| 11 | SMEC CEU committee | | | **SMEC does not have enough teachers to have a CEU committee – possibly utilize leadership team members** | |
| 12 | Union President signature on special permissions | | | **Sups to visit with union rep and let them know they are not giving approval with signature, only being made aware** | |
| 13 | Site options for SMEC offices/Level 4/ALC | | | **1.Rose Creek: referendum failed – new options are being discussed for Rose Creek building by committee**  **2.Windmill property on I-90: Brad Grafe looking at purchasing**  **3.I-90 and 56 property: $120,000 for 9.56 acres**  **Financial discussion on all properties by Bob Prell**  **Approval to purchase I-90 and 56 property:**  **1st James H 2nd Jerry R** | |
| 14 | Transportation supervisor for west side of co-op | | | **Aug 1st is transportation meeting for 2017-18 school year 8AM-9:30AM** | |
| 15 | Fernbrook Update | | | **Office space for new staff: Dan and Denise will do a walkthrough at Lyle, Southland and Kingsland with building admin to allocate space for CTSS services for 2017-18 school year** | |
| 16 | ESY Update | | | **55 kids in Alden, 10 kids in Adams ECSE, 6 kids in Glenville Wolverine, 93 kids in Leroy** | |
| 17 | Personnel Updates | | | **Had OT interview; will be offering contract for admin assistant position and bring approval to August board meeting** | |
| 18 | Staff development Update | | | **Aug 22-24, agenda and info to be mailed in the next week** | |
| 19 | Breakthrough Coach | | | **Quote from Breakthrough Coach: $18,500 for up to 30 teams** | |
| 20 | ABS Reform update | | | **No longer anchor license required after 5 years** | |
| 21 | Heather Osgood contract with Austin and SMEC | | | **1st Jerry R 2nd Paul B** | |
| 22 | Adjourn | | | **1st Brian S 2nd Bryan B** | |