**SMEC Board Meeting**

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| **Date** | **April 20th, 2017** | **Time** | **9:00 am** |
| **Facilitator** | Dan Armagost | **Scribe** | Tiffany Lewison |
| **Subject** | SMEC Board meeting |
| **Attendees** | **Dan A, Denise K, Todd L, Tiffany L, Brian S, Jeff S, John M, Jerry via Bluejeans, Jenn B via Bluejeans, Paul B via Bluejeans** |
| Key Points Discussed |
| No. | Topic | **Highlights** |
| 1 | District Staff Sharing Discussion | **General discussion on what positions can be shared by each district and what could be purchased by each district** |
| 2 | Approve minutes | **1st Brian 2nd John** |
| 3 | **Approve bills** | **1st Jeff 2nd Brian**  |
| 4 | **Review Bank Rec Statements** |  |
| 5 | **Review Next Step Bank Statement** |  |
| 6 | **Approve SERVs printout** | 1st 2nd **Did not review SERVs**  |
| 7 | **Business manager update** | **FY18 estimated budget for May board meeting; SMEC doing level III EDRS billing** |
| 8 | Admin Council update | Jeff Sampson: **last meeting in March, districts to schedule tabletops with local law enforcement in regards to A.L.I.C.E.; summer retreat will feature presenters including Laura Booth, Laura Kermitz, Fred Nolan and will go over 5 year plans and PLC’s** |
| 9 | Bluejeans bill to renew | **1st Paul 2nd Jeff** |
| 10 | Revised Highly-Qualified Para Policy | **1st Paul 2nd Brian** |
| 11 | Agreement for shared SMEC student teaching subs | **Make changes and bring to May board meeting** |
| 12 | Liability insurance discussion | **Jeff S contacted by Trevor Jensen about rate as a whole, 1 broker to get quotes for each district, Jeff to have presenter come to May board meeting** |
| 13 | Fernbrook Contract | **Discussion on proposed contract for CTSS services from Fernbrook – motion to renegotiate: 1st John 2nd Jeff** |
| 14 | Staffing Charts | **Went over staffing charts and projections for 2017-18 SY** |
| 15 | SMEC employee contract negotiation requests | **SMEC Contract Requests (non-admin employees): 1st Brian 2nd Jeff****Amy Wylde contract requests: 1st Jeff 2nd Brian****Tiffany Lewison contract requests: 1st Brian 2nd John** |
| 16 | Additional administrative assistant discussion | **Seeking additional clerical support for SMEC; Dan to update SMEC organization chart and include job duties to include new admin position** |
| 17 | SMEC contracted out service agreements 2017-18 | **Fillmore and Albert Lea contracts: motion to move to $70/hour 1st John 2nd Jeff** |
| 18 | Infinitec | **FY18 agreement: 1st Jeff 2nd Brian; trainings available: suicide training available and med training will be coming soon; David Swenson presentation update: will be available on Infinitec on April 26th to view** |
| 19 | Augsburg College Partnership Grant Program | **Approval of partnership grant: 1st Brian 2nd John; Approval of teacher candidate placement agreement: 1st Jeff 2nd Brian** |
| 20 | Mankato State Agreement | **Kristina Hanson Speech intern from MNSU: Approval of internship agreement: 1st Brian 2nd John** |
| 21 | SMEC ESY and staff development rates | **Approve 1st Brian 2nd John** |
| 22 | Ehlers Quotes for Rose Creek building | **Info only for tax impacts** |
| 23 | John Swander pursuing doctorate | **Motion to approve $20,000 towards John’s education: 1st Brian 2nd John** |
| 24 | Targeted Services | **Sending in applications for targeted services** |
| 25 | Infinite Campus contract Kingsland | **Contract signed by Dan and sent in to Infinite Campus** |
| 26 | Adjourn | **1st Brian 2nd John** |