**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** | |