

**SOUTHERN MINNESOTA EDUCATION CONSORTIUM #6083
CABINET**

Regular Meeting

Tuesday, May 21st, 2019 at 9AM

SMEC Office, 203 2nd Street NW, Adams, MN 55909

The regular meeting of the Cabinet of Southern Minnesota Education Consortium #6083, was called to order at 9:03AM by Dan Armagost on Tuesday, May 21st, 2019. The meeting opened with roll call to determine a quorum. Cabinet members present were: Brian Shanks, Jerry Reshetar, Paul Besel, Bryan Boysen, and Jeff Sampson. Absent was Jim Hecimovich. Administration and staff in attendance were: Executive Director Dan Armagost, Coordinator Denise Kennedy, Business Manager Todd Lechtenberg, and Administrative Assistant Tiffany Lewison.

A motion was made by Paul Besel, seconded by Jerry Reshetar, to approve the Agenda. Motion carried.

Public comments/recognition: none

A motion was made by Paul Besel, seconded by Jeff Sampson to approve the Consent Agenda. Motion carried. The following items were approved: Minutes from the April 16th, 2019 Regular Meeting, Treasurer's Report/Financial Report, and the NEXT Step bank account statement.

Committee Reports: None

New Business Items:

- A. Dan Armagost and Denise Kennedy contracts: Motion was made by Paul Besel, seconded by Jerry Reshetar to approve both contracts. Motion carried.
- B. Kretta Menuey Teacher contract 2019-20: Motion was made by Bryan Boysen, seconded by Jeff Sampson to approve the contract. Motion carried.
- C. Krista Davis DCD Teacher contract 2019-20: Motion was made by Jeff Sampson, seconded by Bryan Boysen to approve the contract. Motion carried.
- D. Cassidy Harrington 2019 summer services contract: Motion was made by Brian Shanks, seconded by Paul Besel to approve the contract. Motion carried.
- E. Lynette Vanhooser SMEC para contract 2019-20: Motion was made by Bryan Boysen, seconded by Jeff Sampson to approve the contract. Motion carried.
- F. Andrea (Annie) Voigt SMEC para contract 2019-20: Motion was made by Bryan Boysen, seconded by Jerry Reshetar to approve the contract. Motion carried.
- G. Megan Hughes SMEC para contract 2019-20: Motion was made by Jeff Sampson, seconded by Paul Besel to approve the contract. Motion carried.
- H. Administrative Assistant contracts 2019-20: tabled until June
- I. Mathias Weinmann FMLA leave request: Motion was Paul Besel, seconded by Brian Shanks to approve the leave request. Motion carried.
- J. SpEd Forms 2019-20 Agreement: Motion was made by Paul Besel, seconded by Jerry Reshetar to approve the agreement. Motion carried.
- K. SMS Contract change, additional position: A motion was made to approve the SMS contract for a payroll position for SMEC by Paul Besel, seconded by Brian Shanks. Motion carried.
- L. SMEC and ZED for ELL Title III Funding: discussion on how to pursue, Todd getting more information, will table until June

- M. Fernbrook contracts: Motion was made by Brian Shanks, seconded by Jeff Sampson to approve the school based contract. Motion carried. Motion was made by Bryan Boysen, seconded by Jerry Reshetar to approve the Reflective Consultation contract. Motion carried.
- N. Pilot site information: Information only from Courtney Kreutzbender: Pilot site for Replicated Reality for transition which will aide students in money management and social emotional and students will get the tech piece that they don't always get in transition. Also a pilot site for MDE's Interagency Person Center Planning which is a statewide model and will get training from the state level, it will help bring information to all level 1 and level 2 teachers

Old Business Items:

None

Administrative Reports:

Admin Council Updates (Paul Besel): Career Navigator may be fully funded, still working on it. Summer Retreat is June 11th and 12th. The 11th will begin at Riverland then to Holiday Inn for October staff development planning and the 12th will be miscellaneous trainings/speakers

3rd Party Billing Coordinator Update (Dee Felten): working on April billing to be paid in May and then will work on year end

Business manager Updates (Todd Lechtenberg): state billing done, student driven billing will be done this summer, offering dental and HSA now, switched life insurance companies so working on that switch now, FY20 budget approval at May 29th Board meeting

Coordinator Updates (Denise Kennedy): Reading camp in Glenville and Leroy, working on LETRS training, Scott Gulbertson is wrapping up rest of coop's promotional videos

Executive Director Updates (Dan Armagost): Access to CIMP: self audit so give approval to leadership team members; New building update: ground breaking on May 29th for the new building and they have started moving dirt; Hayfield has interest in joining with SMEC in the upcoming years

Cabinet Comments:

Paul Besel: transition to K info needed

Bryan Boysen: Lyle would host Spanish teacher contract for coop

Next Meeting Date/Time:

The next regular meeting of the board of education will be on Tuesday June 18th, 2019 at 9AM at the SMEC office located at 203 2nd Street NW, Adams, MN 55909.

Adjourn:

A motion to adjourn was made by Brian Shanks, seconded by Bryan Boysen. Motion carried. Meeting adjourned at 10:15AM.

*Unofficial minutes submitted by Tiffany Lewison, Admin Assistant for SMEC on May 31st, 2019
Minutes approved on June 18th by Cabinet*