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| **Date** | **March 17, 2016** | **Time** | **9:00 am** |
| **Facilitator** | Dan Armagost | **Scribe** | Denise Kennedy |
| **Subject** | SMEC Board meeting |
| **Attendees** | Dan Armagost, Todd Lechtenberg, Brian Shanks, John McDonald, Jeff Sampson, Jerry Reshetar, Micki Brietsprecher, Denise Kennedy |

| Key Points Discussed |
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| No. | Topic | **Highlights** |
| 1 | Approve minutes | 1st Jerry Reshetar 2nd Brian Shanks Motion carried |
| 2 | **Approve bills** | 1st Jerry Reshetar 2nd Jeff Sampson  |
| 3 | **Review Bank Rec Stmts** |  |
| 4 | **Approve SERVs printout** | 1st Jeff Sampson 2nd Brian Shanks |
| 5 | **Business mgr update** | Next year’s budget to be shared in May |
| 6 | **CTIC** | Meeting today- Amanda Harms and Heather Shutte attending meetings for transition program.  |
| 7 | **County Collaborative** | Meeting Dates:Mower- No new updates, next meeting June 21stFreeborn- All agency meeting was on March 8th. Fillmore- No new updates, next meeting April 14th \*SEMCAC does not have a headstart outside of Austin once Leroy’s closes. \*Micki will follow up with SEMCAC\*Jerry will work with county collaborative to see if they can support Leroy’s head start for short term.  |
| 8 | Admin Council update | Next meeting in MayDiscuss admin retreat in August – focus for 2016-17Discussed sharing district level positions. Priorities are: food service, athletic director, district assessment coordinator |
| 9 | Transition program update | Curriculum for Alden and Kingsland have arrivedLocation for Kingsland transition program. Wykoff vs. 24/7 fitness building. \*24/7 fitness building - $1000/month including gas, electric, water, sewer, garbage and snow removal. Facility is appropriate for all disabilities and close to local businesses. \*Wykoff – Zero cost to rent. Possible cost for upgrades to make it handicap accessible. \*Board request to counter off Spring Valley (24/7 building) rent from $1000/mo to $900/mo |
| 10 | ALC discussion | Jeff asked for approval for Dan to complete ALC application. 1st Jeff Sampson 2nd Brian Shanks SMEC will start the approval for the program to be completed by April 1st, Kingsland board will approve use of their facility at the board meeting on March 21st with intentions of starting this summer.  |
| 11 | Approve Dan’s contract | Jeff Recommended board approve Dan’s contract1st Jerry Reshetar 2nd Brian Shanks  |
| 12 | Curriculum | Discuss Read 180 and System 44\*Programs are now web based, a separate sever is no longer needed. SMEC will negotiate to upgrade Kingslands version and purchase seats for the rest of the consortium. \*SMEC will turn down 1st offer from Houghton Mifflin\*Training is part of the quote |
| 13 | CPI contract | 1st Brian Shanks 2nd Jerry Reshetar\*SMEC will bring in trainers on June 13-15 to train all staff and if 5 outside trainees are brought in one of our staff will be trained for no cost.  |
| 14 | Reading and Math Camp | Money for ESY and targeted services are co-mingled to pay for training and summer program for students qualifying for ESY and summer title services.  |
| 15 | MDE Audit update | Alden-Conger is done with their CAPS, Kingslands are timely and cannot be submitted until June.  |
| 16 | DHS revalidation payments | DHD payment have been made for LeRoy, Lyle, and Southland. Glenville & Grand Meadow- May have been sent, follow up needed.  |