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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** |