

Date	December 19th, 2017	Time	9:00 am
Facilitator	Dan Armagost	Scribe	Tiffany Lewison
Subject	SMEC Board meeting		
Attendees	Dan A, Todd L, Jeff S, Brian S, Denise K, Paul B, Tiffany L, Via Bluejeans: Bryan B, Jerry R, James H		

Key Points Discussed		
No.	Topic	Highlights
1	Approve minutes (Nov & Dec Building meetings)	November Minutes 1 st Jeff 2 nd Brian S - motion carried 6-0 December 12 th Minutes 1 st Paul 2 nd Jeff – motion carried 6-0
2	Approve bills	1 st Brian S 2 nd Jeff S - motion carried 6-0
3	Review Bank Rec Statements	First quarter dollars coming in
4	Review Next Step Bank Statement	Supplies for programming purchased
5	Approve SERVs printout	1 st Jeff S 2 nd Brian S – motion carried 6-0
6	Business manager update	Met Dec 12 th for SMEC building finance meeting; working on revised budget; start staff negotiations and be on 2 year cycle opposite the districts
7	SMEC Audit presentation	Audit presentation by Jason Boyum from Smith & Schaefer: Organization is growing and evolving and getting more active, no findings to bring to board's attention, fund balance up from \$154,000 to \$409,000, excess of \$300,000 back to districts or put in for building reserve, federal revenue \$600,000 and state revenue \$1 million, running 2 months operations for fund balance
8	Admin Council update	Paul Besel: next admin council meeting January 9 th & will review vision and mission statements; Jan 15 th staff development day will be at each district and not a combined staff development day
9	Approval for committed dollars towards SMEC building (Todd L)	Motion by Paul B to put \$275,000 from unassigned to SMEC building/facilities fund 1 st Paul B 2 nd Brian B – motion carried 6-0
10	SMEC building proposal for district boards	SMEC will get architect to present in January with more solid numbers and then will present proposal to district boards in February
11	Winona State student teacher stipends	Paige Carpenter (LO), Bailey Hanson (GM), Michelle Hemann (SL), Sarah Marshall (AC), Molly Noterman (LY), Alexandra Wood (AC) / SMSU: Laura Hanson (GM) and Alex Weis (GM) / all checks given to superintendents to disperse to student teachers
12	School Linked Mental Health Grant information from each district	<ol style="list-style-type: none"> 1. Letter of intent 2. Give and get form 3. Answers to the following questions: <ul style="list-style-type: none"> • Which schools are PBIS cohort trained? • Which schools are using SW-PBIS? • Which schools are measuring tier 1 fidelity for all students?
13	Jessica Benson SMEC tuition reimbursement agreement (Draft)	Informational only, approved at November board meeting
14	Winona State updated student teacher agreement	1 st Paul B 2 nd Brian – motion carried 6-0
15	Adjourn	1 st Jeff S 2 nd Brian S – motion carried 6-0