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| **Date** | **April 21, 2016** | **Time** | **9:00 am** |
| **Facilitator** | Dan Armagost | **Scribe** | Denise Kennedy |
| **Subject** | SMEC Board meeting | | |
| **Attendees** |  | | |

| Key Points Discussed | | |
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| No. | Topic | **Highlights** |
| 1 | Approve minutes | 1st Jennifer Backer 2nd Jeff Sampson Approved |
| 2 | **Approve bills** | 1st Jeff Sampson 2nd Jerry Reshetar Approved |
| 3 | **Review Bank Rec Stmts** | 1st Jennifer Backer 2nd Jeff Sampson Approved |
| 4 | **Approve SERVs printout** | 1st Brian Shanks 2nd Jerry Reshetar Approved |
| 5 | **Business mgr update** | Todd & Dan shared a breakdown of possible shared positions in the consortium including: Superintendent, business manager, accounts payable clerk, payroll clerk, athletic director, food service director, community ed. Director, and transportation director. |
| 6 | **CTIC** |  |
| 7 | **County Collaborative** | Micki shared updates on the county collaborative and has been sharing public education opportunities with staff to provide to parents.  SEAC- The last meeting was on April 14th, the committee created a document for parents to communicate with sped teachers on how to communicate with them best, and on what topics. |
| 8 | Admin Council update | Jeff Sampson spoke to EMS for the ALICE training. He will bring the final agenda to the principals group.  Summer retreat- Q&A with legal, ALICE, 5 year plan. |
| 9 | Co-teaching | Jennifer Backer questioned training on co-teaching and if co-teaching could be expanded from ECSE to the elementary. |
| 10 | IT Director | With current IT director moving the board considered future services and cost. His current contract will expire next year. The board would like someone groomed to take over in the event the director position opens up.  Dan will speak to principal group regarding IT needs. |
| 11 | Admin assistant | If ALC is approved an admin assistant will be required to carry out SMEC business. Amy W. will continue with the responsibilities of MA billing/MARSS/Tuition billing for all 7 districts as well as the ALC, and attendance for ALC.  The board approved posting internally for an Admin Asst. However interviews and hiring will not occur until the ALC has approval to begin. |
| 12 | ALC position | Post position after approval for ALC. |
| 13 | Bluejeans | Board discussion.  Bluejeans use: SPED, PLC, ELL, ALC  Bluejeans can connect 100 users at one time by use of computer, ipad, laptop.  Board discussed cost, if rust grant goes through additional ITV’s will be purchased. If neither Bluejeans or Rust grant occurs then the ALC satellite sites will not be an option.  Dan will bring to Principals group to discuss |
| 14 | SMEC Building | SMEC is out growing office space and looking at other options in Spring Valley, Grand Meadow, and Adams for SMEC admin, OT, Speech, case facilitator, business manager, vision, and B-3. |
| 15 | Tuition Bills | Board reviewed Tuition revenue and expenditures. |
| 16 | MDE Site visit | All district are citation free. MDE coming for site visit next week. They will tour buildings and observe teaching. |
| 17 | Snow Days | Use to take care of Math Camp or Summer staff development. |
| 18 | Spring Valley Lease | Approval 1st Jerry Reshetar 2nd Brian Shanks |
| 19 | Curriculum | Read 180 and System 44 |
| 20 | Contract | Board approved Bethann Wiley’s contract for Math Camp.  1st Jerry Reshetar 2nd Jeff Sampson |