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| **Date** | **February 18, 2016** | **Time** | **9:00 am** |
| **Facilitator** | Dan Armagost | **Scribe** | Denise Kennedy |
| **Subject** | SMEC Board meeting |
| **Attendees** | Jerry Reshetar, Jennifer Backer, Jeff Sampson, Brian Shanks, John McDonald, Micki Breitsprecher, Dan Amagost, Denise Kennedy, Todd Lechtenberg |

| Key Points Discussed |
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| No. | Topic | **Highlights** |
| 1 | Approve minutes | 1st Jennifer Backer 2nd Jerry Reshetar Motion Carried |
| 2 | **Approve bills** | 1st Jerry Reshetar 2nd Jeff Sampson Motion Carried |
|   | **Review Bank Rec Stmts** |  |
| 4 | **Approve SERVs printout** | 1st Jennifer Backer 2nd Jerry Reshetar Motion Carried |
| 5 | **Business mgr update** | Todd presented a revised budget1st John McDonald 2nd Jennifer Backer Motion Carried |
| 6 | **CTIC** | Region met in January. Discussed collaboration between schools and outside services for transition services. There are 4 students in our districts who will be competitively employed at time of graduation.  |
| 7 | **County Collaborative** | Micki reported on the county collaboratives, it has been beneficial to have educators on the board. A June meeting is planned to discuss long term planning and membership. LCTS funds the collaborative, specifically the family facilitators. * Fillmore – Next meeting in April. The MN choice assessor will be speaking.
* Freeborn- Next meeting in March. Starting services for a mentoring program.
* Mower- the four family facilitators are serving over 600 families.
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| 8 | Admin Council update | Jeff Sampson shared the next meeting will be on March 16th at 11:30 am at the Holiday Inn. In attendance will be the ALICE trainers, EMT, and Fire department.Bri Mackey from Sentator Franken’s office will also be in attendance to discuss teacher shortage.  |
| 9 | Staffing | Staff projection chart for 2016-2017 school year* AC- Add .5 FTE – adding ECSE program
* GE – Add ASD teacher within next two years
* GM-SMEC purchase .5 of Dave Delaneys contract, and add .5 FTE
* KPS- Adding 1.0 FTE for ECSE, Kingsland expanding to full day pre-school.
* LO- remain the same
* Lyle- current posting for 1.0 FTE
* SL- SMEC would like to keep Joann Klingerman at a .5 sped FTE, pending any SL retirements.
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| 10 | Approval of postings | Board approved posting for a full time COTA and full time SLPA. 1st Jennifer Backer 2nd Jerry Reshetar |
| 11 | Tuition billing | Report shared with board. Overall revenues are going up. Kingsland will need time to see improvements and time to pull students back from outside placements.  |
| 12 | Technology | Jeff Oian recommending equipment to purchase. There is no follow up commitment from districts when they take part in the grant. Grant Letters are due by next week.  |
| 13 | ESY | Board approved a one dollar increase in pay for ESY teachers. SMEC has not increased ESY pay in eight years. 1st Jeff Sampson 2nd Jerry Reshetar  |
| 14 | Insurance | Jerry spoke with Grand Meadow board and approved SMEC employees to join the Grand Meadow pool.  |
| 15 | SMEC Contract | The board approved a 2.3% increase on the SMEC contract, as well as a $25 phone stipend for itinerant SMEC staff. Contracts will run for two years, 2016-2017 will be year two. 1st. Jerry Reshetar 2nd John McDonald. |
| 16 | PAES Approval letter  |  |
| 17 | ESY summer camps | ESY will take place in Glenville and Leroy. Reading camp will take place July 11-14, math camp will take place July 18-21st. Trainers will alternate locations and Use of ITV will be used for training. ESCE ESY programs will take place in Glenville, Adams, and Leroy.  |
| 18 | ALC | On site program to start fall of 2016 in Wykoff. 9:00-4:00 time with a para at each off site. Need 12 students to start program.Action* Superintendents will visit with Principals regarding space
* ALC committee will visit with Austin Superintendent on either March 16th or March 17th.
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