**SOUTHERN MINNESOTA EDUCATION CONSORTIUM #6083**

**CABINET**

**Regular Meeting**

**Monday, December 16th, 2019 at 10:30AM**

**SMEC Office, 203 2nd Street NW, Adams, MN 55909**

The regular meeting of the Cabinet of Southern Minnesota Education Consortium #6083 was called to order at 10:32AM by Dan Armagost on Monday, December16th, 2019. The meeting opened with roll call to determine a quorum. Cabinet members present were: Paul Besel, Bryan Boysen, Scott Hall, Jim Hecimovich, and Brian Shanks. Absent was Ray Arsenault. Administration and staff in attendance were: Executive Director Dan Armagost, Director Denise Kennedy, Business Manager Todd Lechtenberg, and Administrative Assistant Tiffany Lewison.

Meeting opened with additions to the agenda brought forward by Dan Armagost including adding items under Consent Agenda including: 6K Wage & Benefit Package for Joe Goldman, 6L Dean/Job Coach contract with Fernbrook for Sheena Gasner until end of 2019-20 School Year, 6M Kimberly Sherva Para Contract 2019-20, and 6N Jennifer Hanna to teacher sub contract. A motion was made by Paul Besel to approve the agenda with the items brought forward by Dan Armagost, seconded by Brian Shanks to approve the agenda. Motion carried.

***Public comments/recognition****:*

None

A motion was made by Paul Besel, seconded by Jim Hecimovich to approve the Consent Agenda. Motion carried. The following items were approved: Minutes from the November 19th Cabinet Regular Meeting, Treasurer’s Report/Financial Report, the NEXT Step bank account statements, Evonne Pechacek para contract 2019-20, Kristina Radford-Garcia para contract 2019-20, Megan Kruger para contract 2019-20, Janice Green sub teacher contract 2019-20, Kim Perkins teacher contract 2019-20, Chelsea Fast resignation, Anthony Cornell military leave request, Wage and Benefit package for Joe Goldman, Dean/Job Coach Fernbrook position until end of 2019-20, Kimberly Sherva para contract 2019-20, and Jennifer Hanna teacher sub contract.

***Committee Reports: None***

***New Business Items:***

1. Consortium School Year Calendars: SMEC will follow Grand Meadow’s calendar for the rest of the 2019-20 school year and for the 2020-21 school year
2. Approval of Hillyard supplies quote: A motion was made by Scott Hall, seconded by Jim Hecimovich to approve the supplies quote. Motion carried.
3. Approval to post for DAPE/PE position: A motion was made by Brian Shanks, seconded by Bryan Boysen to keep post for ALC Teacher and post for an additional DAPE/PE teacher for the ALC. Motion carried.
4. Mid-Level College Programs (Paul Besel): Information only: follow up discussion from November: not enough ALC students eligible for programs so met with Riverland and Austin Public Schools administration. Working to bridge the gap and ensure enough seats for programs. $600 per semester for 2 years per seat, then find businesses etc. to pick up years 3, 4 and 5. Intro to Computer Programming Fall 2020. Alden working on Intro to Welding located in Alden or Glenville-Emmons. Idea is to get the programs started and keep them going. Intro to Agriculture coming also.
5. Approval of MOU’s for Transportation and Edmentum: A motion to approve the MOU’s was made by Jim Hecimovich, seconded by Scott Hall. Motion carried.
6. Approval of SMEC access fees: A motion was made by Paul Besel, seconded by Brian Shanks to approve the access fess taking effect for the 2020-21 school year. Motion carried.

***Old Business Items:***

None

***Administrative Reports:***

Admin Council Updates (Paul Besel): Jan 16th meeting moving to later date in January, January 23rd maybe

3rd Party Billing Coordinator Update (Dee Felten): billed for October and working on November billing; waiting to do remote file review for CTSS recertification

Business manager Updates (Todd Lechtenberg): audit presented at board meeting December 11th; getting more accurate fund balance; billed 2nd quarter; once in the new building will do some restructuring in regard to finance/payroll

Director Updates (Denise Kennedy): trained LSCI last week for Level IV staff; met this morning with transportation directors for changes on routes with the new building; RESET students starting January 6th at new building and ALC students starting January 13th; CPI training this Thursday December 19th at the Holiday Inn in Austin

Executive Director Updates (Dan Armagost): moving out of Southland this week, keeping tabs on new building and taking ownership, also deciding what to use contingency money for (parking lot, shed, furniture)

***Cabinet Comments:***

Paul Besel: note that Riverland will push out their 5-year strategic plan tomorrow morning (Dec 17th) at 9AM for anyone who wants to attend. Dan and I will be attending.

***Next Meeting Date/Time:***

The next regular meeting will be on Tuesday, January 21st, 2020 at 9AM at the SMEC office.

***Adjourn:***

A motion to adjourn was made by Jim Hecimovich, seconded by Scott Hall. Motion carried. Meeting adjourned at 11:32AM.

*Unofficial minutes submitted by Tiffany Lewison, Admin Assistant for SMEC on December 17th, 2019.*

*Minutes approved by the Cabinet on January 21st, 2020.*