**SOUTHERN MINNESOTA EDUCATION CONSORTIUM #6083**

**CABINET**

**Regular Meeting**

**Tuesday, January 21st, 2020 9AM**

**SMEC Office, 21697 HWY 56, Austin, MN 55912**

The regular meeting of the Cabinet of Southern Minnesota Education Consortium #6083 was called to order at 9:18AM by Dan Armagost on Tuesday, January 21st, 2020. The meeting opened with roll call to determine a quorum. Cabinet members present were: Brian Shanks, Paul Besel, Jim Hecimovich, Ray Arsenault, Bryan Boysen, and Scott Hall. 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 Denise Kennedy including adding items under New Business including: 8C. Dan Armagost Sr contract, 8D. Greg Storey resignation, 8E. Unpaid lunch accounts for SMEC students. A motion was made by Brian Shanks to approve the agenda with the items brought forward by Denise Kennedy, seconded by Jim Hecimovich. Motion carried.

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

Paul Besel recognized Lyle Public School for hosting the consortium staff development day on January 20th.

A motion was made by Scott Hall, seconded by Paul Besel to approve the Consent Agenda. Motion carried. The following items were approved: Minutes from the December 16th Regular Meeting, Treasurer’s Report/Financial Report, the NEXT Step bank account statements, Kristina Radford-Garcia’s resignation, and Mira Deutsch’s para contract for 2019-20.

***Committee Reports: None***

***New Business Items:***

1. Approval to use Eric Boe for snow removal effective January 1st, 2020: A motion to approve was made by Paul Besel, seconded by Jim Hecimovich. Motion carried.
2. SMEC Academy Budget: Numbers brought forward to the Cabinet were $30/hr for teachers, $13/hr for non-SMEC paras, SMEC paras will be their current wage, and $100 per course for supplies. A motion to approve was made by Bryan Boysen, seconded by Ray Arsenault. Motion carried.
3. Dan Armagost Sr. contract through June 30th, 2020 with a cap of 800 hours: A motion to approve was made by Paul Besel, seconded by Brian Shanks. Motion carried.
4. Greg Storey resignation from Southland: informational only
5. Unpaid lunch accounts for SMEC students: informational only, SMEC will pay SMEC students’ unpaid lunch accounts

***Old Business Items:***

1. Approval of revised memorandums for Edmentum and transportation (will replace ones approved at December meeting): A motion to approve was made by Brian Shanks, seconded by Ray Arsenault. Motion carried.

***Administrative Reports:***

Admin Council Updates (Paul Besel): admin council meeting this week (23rd); note for everyone to check the Doodle poll from Holly Sherman for meeting dates and times with Dr. Nuga with Riverland

3rd Party Billing Coordinator Update (Dee Felten): CTSS recertification done and waiting for report back to see how many years SMEC is renewed for; keeping on track with 3rd party billing

Business manager Updates (Todd Lechtenberg): Business manager meeting February 11th; working on food service with Grand Meadow; discussion/presentation on fund balances; working on master agreements for teachers, paras and office staff

Director Updates (Denise Kennedy): We will not have any wheelchair vans for the 2020-21 school year, will work in to the SMEC budget; discussion on MEA break for 2021-22, will talk about it at the next admin council meeting and report back

Executive Director Updates (Dan Armagost): Building update: Went through and did the punchlist for the new building, inspector coming Wednesday, would like to start students on Jan 27th and then ALC Feb 3rd but start dates will be determined when full occupancy is gained

***Cabinet Comments:***

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

The next regular meeting will be on Tuesday, February 18th, 2020 at 9AM at the SMEC office.

***Adjourn:***

A motion to adjourn was made by Brian Shanks, seconded by Bryan Boysen. Motion carried. Meeting adjourned at 10:31AM.

*Unofficial minutes submitted by Tiffany Lewison, Admin Assistant for SMEC on January 28th, 2020*

*Minutes approved by the Cabinet on February 18th, 2020.*