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| **Date** | **January 21, 2016** | **Time** | **9:00 am** |
| **Facilitator** | Dan Armagost | **Scribe** | Denise Kennedy |
| **Subject** | SMEC Board meeting |
| **Attendees** | Jerry Reshetar, Jeff Sampson, John McDonald, Jennifer Backer (speaker phone), Brian Shanks (ITV), Micki Breitsprecher, Todd Lechtenberg, Dan Armagost, Denise Kennedy |

| Key Points Discussed |
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| No. | Topic | **Highlights** |
| 1 | Approve minutes | 1st Jennifer Backer 2nd Jerry Reshetar In Favor: 4 Oppose: 0 |
| 2 | **Approve bills** | 1st Jerry Reshetar 2nd Jeff Sampson In Favor: 4 Oppose:0 |
| 3 | **Review Bank Rec Stmts** |  |
| 4 | **Approve SERVs printout** | SERV’s printout not available.  |
| 5 | **Business mgr update** | * Reviewed district cost spreadsheet
* Updated SMEC budget will be available next month.
* Business manager meeting occurring this week. Each business manager will report to corresponding districts post meeting.
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| 6 | **CTIC** | Meets on January 21, 2016 |
| 7 | **County Collaborative** | * Fillmore Jan 14th meeting – funds going to school districts for social workers or nursing services.
* Freeborn- Meets January 26,2016. Topic mental health.
* Mower – Meets February 16, 2016
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| 8 | Level 4 programming | Micki reported numbers are low, boar approved moving forward and to remain open. SMEC will not consider opening a level 4 program as long as Root River continues to operate.  |
| 9 | Legal | Dan asked to include Laura Booth in regards to including a non-compete clause when SMEC sends low incidence staff back to school and contracts them out to neighboring districts. Superintendents agree language needs to be put in contracts that SMEC invests in.  |
| 10 | Concerns for your Legislator | 1. Licensure- Currently higher education is graduating multi categorical students with a license that is valid for 5 years. For Continued licensure the teacher must go back for their masters in a categorical area. This means future special education teachers are required to have a masters degree while the general education counterparts are not required.
2. Paperwork- Discuss the redundant paperwork requirements put on SPED teachers that takes time away from students.
3. Transportation- Consider limits on transportation requirements. Currently if IEP states transportation and student open enrolls then serving district must transport regardless of residence. Dan would like each resident district to be responsible for transportation to border.
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| 11 | Tuition bills | Dan will bring to February meeting |
| 12 | 5 year plan | When superintendents resign/retire 5 year plan should be reviewed with corresponding school board.  |
| 13 | Staff projection chart | Table for February |
| 14 | Contracts | 1. Micki – Superintendents will determine if SMEC will continue Micki’s .37 contract. Follow up in February.
2. Dan- Jerry, Jeff and John will review Dan’s contract. Follow up in February.
3. Brian Feight (.4sold to FC) Amanda Harms (.2 sold to FC). SMEC will put language in contracts to pull them back to SMEC when the work load dictates.
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| 15 | Badges for SMEC employees | After ALICE training purchasing badges is a priority.  |
| 16 | Admin Council update | * Jeff Sampson reported on ALICE training. Steve Stanvick from mower county attended the admin council meeting to discuss future ALICE training. Next meeting is March 2016.
* Next admin council will include discussions on the rural teacher shortage.
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| 17 | ALC  | * Admin council looking at implementing an ALC. SMEC would like oversight of ALC due to having administration that can flex and shift duties between Dan, Denise & Micki so the ALC will get the attention it needs to run effectively. Superintendents will look to see if a Directors license or Superintendents license is necessary to supervise program. SMEC may need more business manager hours as well as an admin assistant with the addition of an ALC. MARSS staff is already built in with Amy Wylde.
* Recommendation- by May the sub group will research licensure and start-up cost.
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| 18 | Contracts | * Jeff Sampson Shared teachers who conduct college level courses will need to be qualified by fall of 2012. Superintendents recommend common language in teacher contracts.
* Grant writer will be needed, Jerry volunteered Grand Meadow would front the money for the grant writer while the other participating districts chip in.
* Grant will cover cost of upgraded ITV systems in all participating districts.
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| 19 | Summer Retreat | Tabled for February |