

Unofficial

MEEKER AND WRIGHT SPECIAL EDUCATION COOPERATIVE

Board Meeting - Joint Powers Board #0938

Tuesday, May 25, 2021

MAWSECO Education Center

PRESENT: Paul Zabinski, Cindy Miller, Amy Johnson, Katie Koch, Julie Rae Pennertz, Joe Paumen, Jessica Johnson

ABSENT:

OTHERS PRESENT: Janell Bullard and Scott LeSage

I. Call to Order

Meeting was called to order at 6:31 PM.

II. Pledge of Allegiance

III. Acceptance of Agenda

Motion to accept agenda. This motion, made by Julie Pennertz and seconded by Paul Zabinski, Passed.

IV. Minutes of Previous Meeting

Motion for minutes of the previous meeting. This motion, made by Jessica Johnson and seconded by Katie Koch, Passed.

V. Bills for Payment and other financial reports as attached

Motion to accept bills for payment. This motion, made by Joe Paumen and seconded by Julie Pennertz, Passed.

VI. Fund Transfers

Motion to accept fund transfers. This motion, made by Katie Koch and seconded by Jessica Johnson, Passed.

VII. Acknowledgements

A. Staff Contributions and Continuous Years of Service to MAWSECO

1. 20 years - Wendy Hennessey
2. 15 years - Kate Fasching
3. 10 years - Andrea Hawley, Janet Hoff, Jill Johnson

4. 5 years - Angela Cardinal, Natalie Dunning, Marie Erickson, Michelle Heizelman, Caren Heltne, JoLee Marquette, Kevin Munsterteiger, Lisa Perovich, Jenna Wright

VIII. Reports

A. Director Report

Janell Bullard began by reporting on the Cooperative Finance items, highlighting the revised budget and the preliminary budget. Ms. Bullard included the SLPA hire, assumptions for staffing levels concurrent with program levels resuming, and the opportunity to structure Coordinator support differently with retirement. She also presented the at will contract recommendations. Ms. Bullard included regional/state updates stating that MASA/MASE advocacy for funding and policy work during the session has been significant. Local updates include end of the school year in-service is scheduled for June 9th. The day will consist of staff recognition, Permission to Feel wrap up and a wellness activity followed by a grill out for the staff. Ms. Bullard stated that MAWSECO continues to seek positions for PHI/DAPE OHD consultant, Science teacher, Paraprofessionals, .5 FTE School Psych, and Coordinator. She also reported that summer work includes expanding the RULER process after The Permission to Feel book by Dr. Marc Brackett and review of the teacher evaluation process with certified staff. Finally, Ms. Bullard reminded the board of the MAWSECO Strategic Plan which included roles/responsibilities, evaluate efficiencies/make improvements, collective enrollment & programming, and the development of the "MAWSECO Way":

- Honest, Trusting and Healthy Relationships
- Safe and Predictable Environments
- Lifelong learning for students, staff and families focused on the whole person
- Engaged Families and Communities

B. Business Manager Report

Scott LeSage informed the board that new information on new CARES Act dollars is coming out and there will be more information to come. Mr. LeSage indicated that the business office is busy with a lot of end of year due dates, normal year end items, and our fiscal year end coming to a close at the end of June. He stated that there is a lot of learning going on with the transition in the business office and we are seeing tons of growth.

IX. New Business

A. FY22 Preliminary Budget [First Reading]

B. FY21 Revised Budget [First Reading]

C. Personnel

1. Retirement: Mary Jean Ballweber, Administrative Assistant, (Cornerstones/Eastern Wright), effective June 11, 2021.
2. Resignation: Jana Knutson, Paraprofessional (VRAP) effective June 30, 2021.
3. Employment: Jana Knutson, Speech Language Pathologist Assistant, effective July 1, 2021.

4. Employment: Karey Lambert, Administrative Assistant (VRAP), effective May 3, 2021.
5. Resignation: Wendy Johnson, Administrative Assistant (VRAP), effective March 31, 2021.
6. Employment: Wendy Johnson, Accountant, effective April 1, 2021.
7. Employment: Chase Liestman, 1:1 Paraprofessional (Journeys Program), effective May 20, 2021.

Motion to approve the personnel items listed. This motion, made by Julie Pennertz and seconded by Jessica Johnson, Passed.

D. Contracts for Approval

1. At Will Agreements for the 2021-2022 school year:
 - a. Wendy Johnson, Accountant
 - b. Ashley Guertin, HR Coordinator
 - c. Janet Hoff, MARSS Coordinator
 - d. Holly Cottingham, Administrative Assistant
 - e. Lisa Perovich, Administrative Assistant
 - f. Elizabeth Thompson, Administrative Assistant
 - g. Michelle Montgomery, Administrative Assistant
 - h. Gervase Kappel, Custodian (MAWSECO Education Center)
 - i. JoLee Marquette, Braillist
 - j. Emily Hilbelink, Behavior Analyst
 - k. Amber Michels, Mental Health Professional
 - l. Marie Erickson, Behavior Analyst
 - m. Caren Heltne, Supervisor
 - n. Patrick Archibald, Supervisor
 - o. Jill Sundblad, Supervisor
2. Business Manager Contract
 - a. Scott LeSage, Business Manager
3. Executive Director Contract
 - a. Janell Bullard, Executive Director

Motion to approve the At Will, Business Manager and Executive Director Contracts. This motion, made by Joe Paumen and seconded by Amy Johnson, Passed.

E. 2021 Summer Services

Motion to move 2021 Summer services to the June board agenda. This motion, made by Paul Zabinski and seconded by Jessica Johnson, Passed.

F. FY21 - Audit - Conway, Deuth and Schmiesing, PLLP [Authorization]

Motion to approve FY21 Audit with Conway, Deuth and Schmiesing, PLLP. This motion, made by Julie Pennertz and seconded by Paul Zabinski, Passed.

X. Future Board Meetings

A. June 22, 2021, 6:30 p.m., Virtual

B. July 27, 2021, 6:30 p.m., Virtual

XI. Future Committee Meetings

A. Negotiations, Certified (EDMN), June 17, 2021, 4:00 p.m.; July 8, 2021, 4:00 p.m.; July 29, 2021, 4:00 p.m.

B. Negotiations, Coordinators, TBD

XII. Adjournment

Meeting was adjourned at 8:24 PM

Submitted by,

Janell Bullard
Executive Secretary

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