

Official

**MEEKER AND WRIGHT SPECIAL EDUCATION COOPERATIVE**

**Board Meeting - Joint Powers Board #0938**

**MAWSECO Education Center**

**Tuesday, November 23, 2021**

**6:30 PM**

PRESENT: Amy Johnson, Brady Anderson, Julie Pennertz, Gena Jacobson, Katie Koch

ABSENT: Joe Paumen, Jessica Johnson, Cindy Miller

OTHERS PRESENT: Scott LeSage, Melissa Hanson, Wendy Johnson, Kari Steinbeiser

**MINUTES**

I. Call to Order

The regular meeting was called to order at 6:32 pm

II. Pledge of Allegiance

III. Acceptance of Agenda

A motion to accept the agenda as presented made by Gena Jacobson and seconded by Katie Koch. Motion carried unanimously.

IV. Minutes of Previous Meeting

A motion to approve the minutes of the October 26, 2021 board meeting as presented was made by Julie Pennertz and seconded by Gena Jacobson. Motion carried unanimously.

V. FY21 Audit Report

VI. Bills for Payment and other financial reports as attached

A motion to approve bills for payment and other financial reports as presented was made by Katie Koch and seconded by Julie Pennertz. Motion carried unanimously.

VII. Fund Transfers

A. 10/8/2021 - \$500,000.00

B. 10/26/2021 - \$300,000.00

A motion to approve the fund transfers for October as listed was made by Julie Pennertz and seconded by Gena Jacobson. Motion carried unanimously.

## VIII. Acknowledgements - American Education Week, November 15-19, 2021.

### IX. Reports

#### A. Director Report

In honor of National Education Association American Education Week, Melissa formally acknowledged MAWSECO educators and celebrated the lengths they go to in order to ensure every student has the tools to learn, grow, and thrive. MAWSECO continues to have openings in multiple positions but applications are coming in and we've recently hired for some paraprofessional positions as well as the executive assistant position. The Educational Support Staff Banquet was held on November 17th (organized by Resource Training and Solutions). Melissa had the opportunity to attend with Caren Heltne to honor our award winner, Meagan Huikko, a paraprofessional at the Village Ranch Alternative Program. Melissa also provided an update related to the executive director requiring staff and students in the Cornerstones, STEP, Journeys, and Eastern Wright programs to wear masks due to concerns with potential spread of COVID-19. These programs also shifted to Online Learning in the past month due to the number of individuals experiencing positive tests or symptoms. Free COVID-19 tests are being made available to staff and at-home tests are offered to parents for their students.

#### B. Business Manager Report

Scott LeSage reported the annual audit has been successfully wrapped up. The 85% purchase services invoices have gone out to the member districts. He briefly explained the Cares Act Funding and how it is being used.

### X. New Business

#### A. Staffing: Addition of 1.0 FTE Early Childhood Special Education Teacher.

A motion to approve the additional staffing was approved. This motion was made by Gena Jacobson and seconded by Katie Koch. Motion carried unanimously.

#### B. Personnel

1. Employment: Emily Schneider, Executive Assistant, effective November 29, 2021

2. Employment: Amanda Kistner, STEP Paraprofessional, effective November 22, 2021.

3. Resignation: Jessica Valentine, STEP Paraprofessional, effective October 29, 2021.

4. Resignation: Alyssa Longerbone, TREK Paraprofessional, effective November 12, 2021.

5. Leave of absence: Anna Carlson November 29, 2021, with an anticipated return date of March 7, 2022.

6. Leave of absence: Natalie Dunning, January 5, 2022 with an anticipated return date of March 16, 2022.

7. Leave of absence: William Nelson, October 14, 2021, with an anticipated return date January 31, 2022.

A motion to approve the personnel items as listed was made by Julie Pennertz and seconded by Brady Anderson. Motion carried unanimously.

C. Fund Balance Policy 714 Annual Review

Informational item. This does not require any action.

D. Policy Review - First Reading

1. 410- Family and Medical Leave Policy

2. 414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse  
3. 415 - Mandated Reporting of Maltreatment of Vulnerable Adults

4. 506 - Student Discipline

5. 522 - Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process

6. 806 - Crisis Management Policy

7. 412 - Expense Reimbursement

E. Donation of equipment from family

A motion to approve the resolution accepting donation was made by Julie Pennertz and seconded by Gena Jacobson, The roll call vote: Brady Anderson: Yea, Gena Jacobson: Yea, Amy Johnson: Yea, Katie Koch: Yea, Julie Pennertz: Yea.

XI. Future Board Meetings

A. December 21, 2021, 6:30 p.m., MAWSECO Education Center, Howard Lake

B. January 25, 2022, 6:30 p.m., MAWSECO Education Center, Howard Lake XII.

Future Committee Meetings

A. Coordinator Negotiations, December 2, 2021, 6:00 p.m., MAWSECO Education Center, Howard Lake

XIII. Adjournment at 7:44 pm

Respectfully submitted by,

Melissa Hanson, Executive Secretary

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