



MEEKER & WRIGHT SPECIAL EDUCATION COOPERATIVE

Board Meeting - Joint Powers Board #0938

Tuesday, June 28, 2022 – 6:30 p.m.

Meeting Minutes - *Official*

PRESENT: Jessica Johnson, Katie Koch, Julie Rae Pennertz, Cindy Miller, Gena Jacobson

ABSENT: Colleen Carlson, Amy Johnson

OTHERS PRESENT: Melissa Hanson, Caren Heltne, Emily Schneider

I. Call to Order

The regular meeting was called to order at 6:33 pm.

II. Pledge of Allegiance

III. Approval of Meeting Agenda

A motion to approve the agenda was made by Katie Koch and seconded by Cindy Miller. Motion carried unanimously.

IV. Tour of Village Ranch Alternative Program (VRAP)

Caren Heltne, Alternative Site Administrator, provided Board Members with an overview and tour of the program.

V. Consent Agenda

A. Minutes of Previous Board Meeting

B. Financial Affairs

1. Monthly Board Summary

i) Detail Reports

(a) Fund Summary

(b) Check Register Details

(c) Reimbursements

C. Personnel Items

A motion to approve the consent agenda was made by Julie Rae Pennertz and seconded by Gena Jacobson. Motion carried unanimously.



VI. Reports

A. Director Report

Melissa Hanson, Executive Director, informed the board that At-will contracts, Purchased Service contracts, and Education Program contracts have gone out. MSEA negotiations began on June 9th. Due process Hearing requests in some member districts will require the Legal Fund to be accessed. Maple Lake Recovery Center has hired a program director and is in the process of accepting residents into the program and therefore Westside Alternative Program will be providing summer school beginning July 11th. Wright County Board of Commissioners has approved a School Resource Officer for MAWSECO. Melissa also notified the board that several employment vacancies have been filled, however, there are still several positions which remain unfilled. To address these concerns, a Memorandum of Agreement (MOA) with the EdMN MAWSECO Bargaining Group to add hiring incentive language to the contract is being brought to the board for consideration. There were no mask mandates or shifts to online learning during the last month.

B. Director of Business and Finance Report

The Director of Business and Finance report reviewed the FY22 Revised and FY23 Preliminary budgets. The budgets were reviewed with member district superintendents and were also sent to the member district business managers for their review. Our new accountant started full time at the end of May. Fiscal Year 23 State cover sheet, Federal cover sheet, and Statement of Assurances were all completed on behalf of the member districts and sent to MDE, this is an annual process. Year end has been a busy time with all fiscal year end items needing to be completed now or within the next month. Some of the items completed or needing to be completed in the coming weeks are: Purchased Service contracts to Member Districts; Program General Education billing for Sholund, Village Ranch Alternative Program, and Wings; Final purchased services billing for FY22; payouts to member districts on Federal funds for FY22; and audit preparation in July/August. MAWSECO is currently in negotiations with MSEA. The next meeting will be July 12, 2022. At-will/Non-Union board committee met on June 8, 2022 to set parameters and discuss the overall plan. The at-will contracts have been completed for all applicable staff who fall into these



categories. Nothing out of the ordinary along the lines of the bills, claims, or transfers.

VII. Action Items

A. Old Business

1. Fiscal Year (FY) 22 Revised Budget [Second Reading]

A motion to approve FY22 Revised Budget was made by Gena Jacobson and seconded by Katie Koch. Motion carried unanimously.

2. Fiscal Year (FY) 23 Preliminary Budget [Second Reading]

A motion to approve FY23 Preliminary Budget was made by Julie Rae Pennertz and seconded by Cindy Miller. Motion carried unanimously.

B. New Business

1. Policy Review [First Reading]

- (a) Policy 704 - Development and Maintenance of an Inventory of fixed Assets and a Fixed Asset Accounting System

2. Policy Reviews (Single Reading Approval due to non substantive changes)

- (a) Policy 423 - Employee-Student Relationships
- (b) Policy 427 - Workload Limits for Certain Special Education Teachers
- (c) Policy 504 - Student Dress and Appearance
- (d) Policy 516 - Student Medication
- (e) Policy 519 - Interviews of Students by Outside Agencies
- (f) Policy 521 - Student Disability Nondiscrimination
- (g) Policy 532 - Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds
- (h) Policy 615 - Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans and LEP Students



A motion to approve the recommended policy changes in a single reading due to non substantive changes was made by Julie Rae Pennertz and seconded by Katie Koch. Motion carried unanimously.

3. Employment Contracts for Approval

- i) At Will Agreements for the 2022-2023 school year
 - (a) Marie Erickson, Behavior Analyst
 - (b) Caren Heltne, Alternative Site Administrator
 - (c) Amber Michels, Mental Health Professional
 - (d) Jill Sundblad, Assistant Director of Alternative Programs
 - (e) Allison Johnson, Language Facilitator
- ii) At Will Agreements for the 2022-2024 school year
 - (a) Heidi Hennen, Director of Human Resources
 - (b) Michelle Montgomery, Administrative Support Specialist
 - (c) Kim Geurts, Accountant
 - (d) Elizabeth Thompson, Special Education Data Specialist
 - (e) Gervase Kappel, Custodian
 - (f) Jana Knutson, Speech-Language Pathology Assistant
 - (g) JoLee Marquette, Brailist
 - (h) Emily Schneider, Executive Assistant
 - (i) Karey Lambert, Administrative Assistant
 - (j) Lisa Perovich, Administrative Assistant
 - (k) Nicole Sigler, Administrative Assistant
 - (l) Anna Spencer, Administrative Assistant

A motion to approve At Will Agreements was made by Gena Jacobson and seconded by Cindy Miller. Motion carried unanimously.



Meeting Date:
Tuesday, June 28, 2022

4. Hiring Incentive Memorandum of Agreement (MOA) between EdMN
MAWSECO and MEeker and Wright Special Education Cooperative

A motion to approve the Hiring Incentive MOA between EdMN MAWSECO and Meeker and Wright Special Education Cooperative was made by Julie Rae Pennertz and seconded by Katie Koch. Motion carried unanimously.

VIII. Future Board Meetings

- A. July 12, 2022, 6:30 p.m., MSEA Negotiations Committee, MAWSECO Education Center, Howard Lake
- B. July 26, 2022, 6:30 p.m., Regular Board Meeting, MAWSECO Education Center, Howard Lake
- C. August 23, 2022 6:30 p.m., Regular Board Meeting, MAWSECO Education Center, Howard Lake
- D. September 20, 2022 6:30 p.m., Regular Board Meeting, MAWSECO Education Center, Howard Lake

IX. Adjournment

The meeting was adjourned at 7:41 p.m.

This document is available in the following formats upon request: Braille, Large Print, Audio MP3 file, Computer Disk. Please call (320) 543-1122 for more information or to request a copy.