



MEEKER & WRIGHT SPECIAL EDUCATION COOPERATIVE

Board Meeting - Joint Powers Board #0938

Tuesday, July 26, 2022 – 6:30 p.m.

Meeting Minutes - *Official*

PRESENT: Jessica Johnson, Katie Koch, Julie Rae Pennertz, Cindy Miller, Gena Jacobson, Colleen Carlson, Amy Johnson
OTHERS PRESENT: Melissa Hanson, Heidi Hennen, Scott LeSage, Emily Schneider

I. Call to Order

The regular meeting was called to order at 6:35 pm.

II. Pledge of Allegiance

III. Approval of Meeting Agenda

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

IV. 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 Katie Koch. Motion carried unanimously.

V. Reports

A. Director Report

Melissa Hanson, Executive Director, began by recognizing board members Jessica Johnson and Julie Pennertz for their five years of service on the MAWSECO Governing Board. She shared that MSEA negotiations are still in progress with



the next meeting scheduled for August 1, 2022. Melissa provided an overview of the central office restructuring plan; necessitated by the resignation of the current Director of Business and Finance. This reorganization plan will capitalize on the strengths and skills of current employees and remain within the allocated budget. The MAWSECO ORG chart has been updated to reflect the new organizational structure. Melissa also reported that two administrator positions and one teacher position have recently been filled with high quality candidates. Despite recruitment efforts, multiple teaching positions and paraprofessional positions remain unfilled. Preparations are underway for the New Employee Orientation to be held on August 15th. No mask mandates or shifts to online learning have occurred in the past month.

B. Director of Business and Finance Report

Scott LeSage provided the board with a few updates that included a thank you to Board Members, Melissa Hanson, and all the staff for the past 3 years while he's been in his role at MAWSECO. Scott mentioned that this has been an incredible opportunity, a great place to work, and is full of great people that he will miss a lot. Scott updated the board on areas of present focus for the business office including: prepping for the audit, closing out the prior year items, working on other year end tasks that include Purchased Service Billings and Gen Ed billings. He also provided a cash flow update to board members. Finally, Scott mentioned that he has already begun training Heidi and Kim as part of the transition.

VI. Action Items

A. Old Business

1. Policy Review [Second Reading]

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

A motion to approve the recommended policy changes was made by Cindy Miller and seconded by Jessica Johnson. Motion carried unanimously.

B. New Business



1. 2022-23 Staffing Recommendations

i) Additional 1.0 FTE School

A motion to approve the recommended additional 1.0 FTE School Psychologist position beginning the 2022-23 school year was made by Gena Jacobson and seconded by Colleen Carlson. Motion carried unanimously.

2. Resolution Accepting Donations

A motion to approve the resolution to accept the donation of a Riften Gait trainer to MAWSECO was made by Julie Rae Pennertz and seconded by Jessica Johnson. Motion carried unanimously.

VII. Future Board Meetings

- A. August 1, 2022, 6:30 p.m. - MSEA Negotiations Meeting, MAWSECO Education Center, Howard Lake
- B. August 23, 2022, 6:30 p.m. - Regular Board Meeting, MAWSECO Education Center, Howard Lake
- C. August 31, 2022, 6:30 p.m., MSEA Negotiations Meeting, MAWSECO Education Center, Howard Lake
- D. September 20, 2022, 6:30 p.m., Regular Board Meeting, MAWSECO Education Center, Howard Lake
- E. October 25, 2022, 6:30 p.m., Regular Board Meeting, MAWSECO Education Center, Howard Lake, MN

VIII. Adjournment

The meeting was adjourned at 7:21 p.m.



Meeting Date:
Tuesday, July 26, 2022

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