



MEEKER & WRIGHT SPECIAL EDUCATION COOPERATIVE

Board Meeting - Joint Powers Board #0938

Tuesday, October 25, 2022 – 6:30 p.m.

Meeting Minutes - *Official*

PRESENT: Jessica Johnson, Colleen Carlson, Amy Johnson, Julie Pennertz, Cindy Miller, Gena Jacobson

OTHERS PRESENT: Melissa Hanson, Heidi Hennen, Emily Schneider, Emily Hilbelink, Marie, Erickson, Kelly Klima

EXCUSED: Katie Koch

I. Call to Order

The regular meeting was called to order at 6:38 pm.

II. Pledge of Allegiance

The board recited the Pledge of Allegiance.

III. Approval of Meeting Agenda

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

IV. Consent Agenda

A motion to approve the consent agenda including the minutes of the previous meeting, financial affairs, and personnel items was made by Julie Pennertz and seconded by Colleen Carlson. Motion carried unanimously.

V. Informational Items

Emily Hilbelink and Marie Erickson, Board Certified Behavior Analysts, and Kelly Klima, Classroom Systems Consultant, gave an overview of their roles and responsibilities within the Meeker and Wright Special Education Cooperative.

VI. Reports

A. Executive Director Report

- A MAWSECO Administrator Manual has been developed and a MAWSECO Employee manual is being developed.
- We're also in the process of developing a Fiscal Compliance and Procedure Manual based on the Uniform Grants Guidance 2 Code of Federal Regulations (C.F.R.).
- "Stop the bleed kits" and First aid kits were delivered to all MAWSECO programs and we're exploring grant/funding opportunities for AEDs.
- Reviewing and updating crisis plans.



- MDE Monitoring activities for 2022-23 include: Virtual Topical Record Review Training on Progress Reporting and Indicator Data Collection Record Review and subsequent corrections (if necessary). 2023-2024 will be a full monitoring year in the MDE monitoring cycle for MAWSECO and the seven member districts.
- MAWSECO will have two common employee inservice days each year for all staff and will be scheduling more specific professional development days to best meet the diverse needs of our staff. MAWSECO will continue to help employees find on-demand professional development opportunities to address the required re-licensure areas under PELSB. PD Committee has developed a resource to assist in notifying staff of opportunities.
- There are several upcoming professional development events for the Executive director including: MN Administrators for Special Education (MASE) board of directors meeting, Fall MASE Leadership Conference, Council of Administrators of Special Education (CASE) board meeting, and annual CASE conference.
- No mask mandates or shifts to line learning have occurred in the past month.

B. Business Services Report

- Auditors on site this week.
- Highlighted many new processes and procedures being developed in the area of Human Resources.
- This is the second school year reporting solely via EdFi for MARSS/Student Reporting
- Final purchased service billings were finalized
- All remaining 21-22 third party billings are expected to be finalized by the end of the month.

C. Site Administrator Reports

1. Journeys, Step, Trek, and Wings
2. Sholund and Village Ranch Alternative Program
3. Cornerstones and Eastern Wright

VII. Action Items

A. Old Business

1. A motion to approve the suggested policy changes for the following policies was made by Jessica Johnson and seconded by Julie Pennertz. Motion carried unanimously.



- i) Policy 102 - Equal Educational Opportunity
- ii) Policy 210 - Conflict of Interest - School Board Members
- iii) Policy 406 - Public and Private Personnel Data
- iv) Policy 415 - Mandated Reporting of Maltreatment of Vulnerable Adults
- v) Policy 416 - Drugs and Alcohol Testing
- vi) Policy 418 - Drug-Free Workplace/Drug-Free School
- vii) Policy 431 - Direct Deposit
- viii) Policy 501 - School Weapons Policy

B. New Business

1. A motion to approve the 2022-2023 Assurance of Compliance was made by Jessica Johnson and seconded by Cindy Miller. Motion carried unanimously.
2. A motion to approve the MAWSECO Administrator Manual as presented was made by Colleen Carlson and seconded by Julie Pennertz. Motion carried unanimously.
3. A motion to approve the MAWSECO E-Learning Plan was made by Jessica Johnson and seconded by Cindy Miller. Motion carried unanimously.
4. A motion to approve the Resolution Accepting Donations was made by Julie Pennertz and seconded by Jessica Johnson. Roll Call Vote:
Ayes: Colleen Carlson, Gena Jacobson, Amy Johnson, Jessica Johnson, Cindy Miller
Nays: None
Absent: Katie Koch
Motion carried unanimously.

VIII. Adjournment

The meeting was adjourned at 7:53 p.m.



Meeting Date:
Tuesday, October 25, 2022

CLERK

DATE

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