



MEEKER & WRIGHT SPECIAL EDUCATION COOPERATIVE

Board Meeting - Joint Powers Board #0938

Tuesday, November 22, 2022 – 6:30 p.m.

Meeting Minutes - *Official*

PRESENT: Colleen Carlson, Amy Johnson, Katie Koch, Melissa Muehring-Paulson

OTHERS PRESENT: Melissa Hanson, Heidi Hennen, Emily Schneider, Kim Geurts, Kari Steinsbeiser

EXCUSED: Jessica Johnson, Julie Rae Pennertz, Cindy Miller

I. Call to Order

The regular meeting was called to order at 6:31 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 Katie Koch and seconded by Colleen Carlson. 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 Colleen Carlson and seconded by Katie Koch. Motion carried unanimously.

V. Informational Items

- a. Kari Steinsbeiser with Conway, Deuth & Schmiesing PLLP, presented the Fiscal Year 22 audit report.
- b. Fund balance Policy 714 Annual Review

VI. Acknowledgements

Melissa acknowledged American Education week to celebrate MAWSECO educators and the lengths they go to in order to ensure every student has the tools to learn, grow, and thrive.

VII. Reports

A. Executive Director Report

- A new Administrator Growth and Evaluation Process has been developed.
- The MAWSECO website has been undergoing several changes and improvements with more to come.



- A new organizational system for the board policy committee members to review and provide feedback on proposed policy revisions has been created.
- A new digital process for the Purchase Requisition process that will align with requirements and users will have a clear understanding of, is currently being created.
- Melissa Hanson had the privilege of celebrating the honorees who were awarded the Leadership in Educator Excellence Award (LEEAA) and the Educational Support Staff (ESS) Awards at the award banquets held in St. Cloud this month. The LEEAA Award recipients were Hope Sykora and Olivia Engel. The ESS Award recipients were Willie Nelson and Mary Schacht.
- Work continues on the development of a new Employee Manual.
- MAWSECO continues to advertise and receive applications for paraprofessionals, special education teachers, and the Student Support Specialist position.
- A member district has informed MAWSECO that, due to the failure of the operating referendum in the November elections, they will no longer be able to partner with MAWSECO to share (by contract) certain positions in the 2023-2024 school year. This change will result in new staffing needs for FY24 for the cooperative.
- Contracted physical therapist has indicated that they may have to make changes to the provider serving MAWSECO programs and districts starting in the 2023-2024 school year. Data to conduct a workload analysis of PT needs is being gathered to determine if these services will continue to be contracted or if hiring a second physical therapist will be a more effective long-term solution.
- Melissa Hanson, Kari Peterson, and Jill Sundblad have been developing a Setting IV program referral and reintegration guide.
- Kelly Klima, Classroom Systems Consultant provided an overview of her position and shared baseline data with the Executive Advisory Committee last week.
- No mask mandates or shifts to online learning have occurred in the past month.

B. Business Services Report

- Audit has been completed.
- Continued work on Fiscal Compliance Manual



- Staff Cell phone upgrade complete. A cell phone booster was installed at Cornerstones and MAWSECO is looking into installing one at the Ed Center as well.
- Floating substitute teacher position has been filled.
- Starting the MCCC submission process for 2021-22 school year.
- Continuing to update/maintain the new Purchased Service system.

C. Site Administrator Reports

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

VIII. Action Items

A. Policy Review [First Reading]

Policies 208, 404.1, 506, 722, and 903 were presented for a first reading.

B. Policy Review [Single Reading Approval]

A motion to approve the suggested policy changes for policy 806 - Crisis Management Policy was made by Colleen Carlson and seconded by Katie Koch. Motion carried unanimously.

C. Policy Rescission

A motion to rescind Policy 430 - Vaccination, Testing, and Face Covering Policy was made by Katie Koch and seconded by Colleen Carlson. Motion carried unanimously.

D. Conduct of School on Certain Holidays Memorandum of Agreement (MOA) between EdMN MAWSECO and Meeker and Wright Special Education Cooperative

A motion to approve the Conduct of School on Certain Holidays Memorandum of Agreement (MOA) between EdMN MAWSECO and Meeker and Wright Special Education Cooperative was made by Colleen Carlson and seconded by Katie Koch. Motion carried unanimously.

E. 2022-2023 Program Calendar Revisions

A motion to approve the 2022-2023 calendars as amended for Cornerstones, Eastern Wright, Sholund, and Village Ranch Alternative programs was made by Katie Koch and seconded by Colleen Carlson. Motion carried unanimously.



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IX. Future Board Meetings

- A. December 20, 2022, 6:30 p.m. MAWSECO Education Center, Howard Lake
- B. January 24, 2022, 6:30 p.m. MAWSECO Education Center, Howard Lake

X. Adjournment

The meeting was adjourned at 7:29 p.m.

Respectfully submitted by,

Melissa Hanson
Executive Secretary

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