

**THREE LAKES EDUCATIONAL COOPERATIVE  
BOARD OF DIRECTORS MEETING  
September 22, 2014**

**Call to Order**

President Lynda Farwell called to order the regular board meeting of Three Lakes Educational Cooperative at 6:30 p.m. Monday, September 22, 2014. The following individuals were present:

*BOARD MEMBERS:*

Daniel Arnett  
Cindy Cook  
Lynda Farwell  
Dana Mentzer  
Brandi Shaffer  
Scott McCollom

*OTHERS:*

Dr. Kathy Mickelson  
Dr. Ann Fritz  
Laura Hogelin  
Jim Long, CPA

**Approval of Agenda**

Motion was made by Scott McCollom and seconded by Daniel Arnett to approve the agenda as amended. Motion passed 6-0.

**Approval of Consent Agenda**

Lynda Farwell made the motion to approve the consent agenda as follows:

- Approval of Minutes
- Approval of Financial Summary and Treasurer's Report
- Approval of Warrant Register – Payables
- Approval of Resignations
- Approval of Terminations
- Approval of New Personnel
- Approval of Transfers/Decrease in Time/Increase in Time
- Approval of PDC Plans and Points

Motion was seconded by Daniel Arnett and it passed 6-0.

**DISTRICT CONSULTATION**

**2013-14 Audit Report (Informational)**

Jim Long, CPA, addressed the board concerning the year end June 30, 2014, audit report. Mr. Long presented a favorable report with no noted violations or exceptions.

(Mr. Long arrived at 6:30 p.m. and left the meeting at 6:45 p.m.)

**Social Networking Policy (Informational)**

Dr. Mickelson explained the need to revise the language in our current Social Networking Policy. A copy of the new policy was included in the

packet and is patterned after USD 434's policy. Motion was made by Cindy Cook and seconded by Dana Mentzer to approve the new Social Networking Policy as presented. Motion passed 6-0.

#### **IDEA/Part B Assurances (Approval)**

The application for VI-B federal funds requires the TLEC board to approve assurances that TLEC meets all eligibility criteria as established in Part B of the Individuals with Disabilities Education Act. Motion was made by Dana Mentzer and second by Cindy Cook to approve IDEA VI-B assurances. Motion passed 6-0.

#### **Medicaid Conference Report (Informational)**

Dr. Mickelson reported on her attendance at the National Medicaid Conference in New York last week. Nine individuals from Kansas were selected to attend and they will continue to meet on a regular basis to stay abreast of any changes and share information. TLEC will begin the process of reviewing files each month in preparation for an internal audit. Greenbush will provide assistance with this process. Overall, Dr. Mickelson reported that the sessions were good and the conference was beneficial.

#### **Review of SPED Services (Informational)**

Dr. Fritz and Dr. Mickelson finished up the review of SPED services with the board. Topics reviewed this month included:

- TLEC Staff and their duties
- Revenue Sources
- Expenditures

#### **Sick Leave Bank Changes (Approval)**

An unintended consequence of decreasing the number of sick leave days and increasing the number of discretionary leave days for staff during negotiations was the inability of some certified and some classified staff to qualify for participation in the sick leave bank. In order to enroll, certified staff must have a minimum of fifteen days of accumulated sick leave and classified staff must have a minimum of ten days of accumulated sick leave.

Upon becoming aware of this situation, the AFT negotiating team and TLEC administration agreed to ask that the board approve changing the requirement to allow the minimum number of days to include both sick leave and discretionary leave days.

Motion was made by Brandi Shaffer and seconded by Daniel Arnett to approve changing the eligibility requirements to join the certified sick leave bank to be an accumulated total of fifteen sick and discretionary leave days. Motion passed 6-0.

Motion was made by Brandi Shaffer and seconded by Cindy Cook to approve changing the eligibility requirements to join the classified sick leave bank to be an accumulated total of ten sick and discretionary leave days. Motion passed 6-0.

### **Superintendent/Board Member Discussion Items**

Dr. Mickelson reported that some of the topics superintendents discussed were:

- *Bus driver shortage*
- *Procedure to secure paraeducator support for high needs students*
- *The schedule for monthly administrative meetings in districts*
- *Caseload adjustments at USD 420 and SLP's at WES*

### **Matters Relating to Student Issues – Executive Session**

No executive session was held for student issues.

### **Personnel – Executive Session**

No executive session was held for personnel

### **Negotiations – Executive Session**

No executive session held for negotiations.

### **Adjournment**

Cindy Cook made the motion to adjourn the meeting at 7:35 p.m. Motion was seconded by Scott McCollom and it passed 6-0. The next regular board meeting will be held **Monday, October 20, 2014, at 6:30 P.M. at the Three Lakes Educational Cooperative office in Lyndon.**

---

Laura Hogelin, Clerk

\_\_\_\_\_ Approved

\_\_\_\_X\_\_\_\_\_ Unapproved 9-22-14