

**THREE LAKES EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS MEETING
August 17, 2015**

Call to Order

Vice-President Eric Ratzloff called to order the regular board meeting of Three Lakes Educational Cooperative at 6:30 p.m. Monday, August 17, 2015. The following individuals were present:

BOARD MEMBERS:

Ryan Sink
Todd Peterson
Eric Ratzloff
Randy Boudeman
Brandi Shaffer
Jamie Sowers

OTHERS:

Dr. Kathy Mickelson
Michele Luksa
Ryan Vaughn
David Fernkopf
Laura Hogelin

(Jamie Sowers arrived at 6:35 and Brandi Shaffer arrived at 6:38)

Approval of Agenda

Motion was made by Ryan Sink to approve the agenda with additions as noted. Motion was seconded by Todd Peterson and it passed 4-0.

Approval of Consent Agenda

Dr. Mickelson reviewed the financial and personnel items with the board. Todd Peterson made the motion 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 Brandi Shaffer and it passed 6-0.

DISTRICT CONSULTATION

TLEC BOY Inservice and Trainings

Dr. Mickelson reviewed the many staff trainings that have taken place in August. On August 11th, both certified and classified staff met at Osage

City for the beginning of the year inservice. Dr. Mickelson thanked USD 420 for the use of their facilities.

KSDE File Review

TLEC will conduct an IDEA and Gifted IEP file review on August 28th. In order for the state to receive federal funding we must be 100% compliant. Sixteen files for each of the five districts picked this year will be reviewed.

Review of SPED Services

Dr. Mickelson continued her review of Special Education laws, funding sources, procedures and services with the board. Some of the topics reviewed this month included:

- IDEA
- Funding sources for SPED
- Maintenance of Effort
- Qualifying for SPED
- Confidentiality
- Individual Education Program (IEP)
- Procedural safeguards
- Student conduct and discipline
- Transition services
- Life skills
- Programs and extracurricular activities – sports
- TLEC Revenue and Expenditures

Over the course of the year, additional topics relating to special education services in general, and TLEC specifically will be covered.

2015-16 KASB Work Comp Membership Agreement

Brandi Shaffer made the motion to approve the 2015-16 KASB Work Comp Membership Agreement. Motion was seconded by Eric Ratzloff and it passed 6-0.

2015-16 TLEC Budget

The 2015-16 TLEC budget was distributed and reviewed with the board. As written, the budget does allow for a year end carryover of 9%. The Interlocal Agreements recommends a 10% carryover be maintained therefore, a 5th assessment could be required in June. Motion was made by Todd Peterson and seconded by Brandi Shaffer to approve the 2015-16 TLEC budget as presented. Motion passed 6-0.

Contract Between USD 290 & TLEC for VI Services

TLEC employs an instructor for visually impaired students and USD 290 (Ottawa) has asked to contract with us for these services. Motion was made by Brandi Shaffer and seconded by Randy Boudeman to approve the contract between TLEC and USD 290 for VI services. Motion passed 6-0.

Superintendent/Board Member Discussion Items

SFT Facility

Continued agenda item.

Insurance

Dr. Mickelson noted that of the 26 paraeducators who were eligible for health insurance, 10 have submitted health profiles, 15 signed waivers declining coverage and 1 has resigned. The deadline to enroll is August 21st and no changes can be made after that date.

Annual Administrators Meeting

TLEC will host the annual administrator training on September 23rd. Because Laura Jurgensen, KSDE staff attorney, will only be available to address the group in the morning, Dr. Mickelson has requested that all principals attend from 9:00-11:30.

Project Plus

In order to meet student needs this school year, purchasing a spot at Project Plus may be necessary. Project Plus is a student placement day program which is hosted by Greenbush and located at Forbes Field in Topeka. Superintendents have recommended that TLEC proceed with this purchase and Dr. Mickelson is in the process of researching availability. The cost is approximately \$20,000 per year.

Matters Relating to Student Issues – Executive Session

No executive session was held.

Personnel - Executive Session- As Required

No executive session was held.

Negotiations – Executive Session

- *Approval of 2015-16 Classified Salary Schedule*
- *Approval of 2015-16 salaries for office, board clerk and IT facilitator*
- *Select potential negotiation meeting date(s)*

Motion was made by Brandi Shaffer and seconded by Ryan Sink to enter executive session for a period of twenty minutes beginning at 8:10 p.m. for matters relating to employer-employee negotiations. Justification of the executive session is to protect the cooperative's right to the confidentiality of its negotiating position. Motion passed 6-0. The meeting returned to open session at 8:30 p.m. Motion was made by Brandi Shaffer and seconded by Ryan Sink to extend the executive session an additional fifteen minutes beginning at 8:30 p.m. for matters relating to employer-employee negotiations. Justification of the executive session is to protect the cooperative's right to the confidentiality of its negotiating position. Motion passed 6-0. The meeting returned to open session at 8:45 p.m. No action was taken.

Adjournment

Brandi Shaffer made the motion to adjourn the meeting at 8:45 p.m. Motion was seconded by Ryan Sink and it passed 6-0. The next regular board meeting will be held **Monday, September 21, 2015, at 6:30 P.M. at the Three Lakes Educational Cooperative office in Lyndon.**

Laura Hogelin, Clerk

_____ Approved

____X_____ Unapproved 08-17-15