

**THREE LAKES EDUCATIONAL COOPERATIVE  
BOARD OF DIRECTORS MEETING  
January 18, 2016**

**Call To Order**

President Cindy Cook called to order the regular board meeting of Three Lakes Educational Cooperative at 6:30 p.m. on Monday, January 18, 2016. The following individuals were present:

*BOARD MEMBERS:*

Ryan Sink  
Cindy Cook  
Billie McClure  
Jamie Sowers

*OTHERS:*

Dr. Kathy Mickelson  
Michele Luksa  
Laura Hogelin

Eric Ratzloff and Randy Boudeman were absent.

**Approval of Agenda**

Motion was made by Cindy Cook and seconded by Ryan Sink to approve the agenda with additions as presented. Motion passed 4-0.

**Approval of Consent Agenda**

Ryan Sink 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/Increase in time
- Approval of PDC Plans and Points

Motion was seconded by Cindy Cook and it passed 4-0.

**DISTRICT CONSULTATION**

**Potential Out of State Travel – Band Field Trip**

The Santa Fe Trail Band will be traveling out of state for a band trip over spring break. Para support is needed for a SPED student who will be participating. A stipend of \$100 per day will be paid per board adopted guidelines for duties requiring overnight stay by classified staff. Motion was made by Billie McClure and seconded by Jamie Sowers to approve the out of state travel and compensation as presented. Motion passed 4-0.

### **Staff Donation of Sick Leave Days**

Currently, TLEC does not have a policy regarding individual donation of sick leave days to a colleague. A certified staff member has asked to donate days to a colleague who did not qualify to be a member of the sick leave bank this year. Following discussion, the board requested this item be tabled until the February meeting allowing time for additional information to be obtained in regards to district practices.

### **School Board Member Appreciation Month**

January is school board member recognition month. Dr. Mickelson thanked the board for their loyalty and commitment to serving students in the communities served by TLEC.

### **First National Bank – January Direct Deposit**

The First National Bank of Kansas neglected to upload the January payroll disc to the Federal Reserve and TLEC employees on direct deposit were not paid on the 15<sup>th</sup>. Dr. Mickelson will work with bank officials to ensure that safeguards are in place to prevent future errors and that any overdrafts incurred by employees are paid by the bank. Dr. Mickelson will provide an update on the outcome in February.

### **Discussion Items**

- *Universal Evaluation Document - SAC*

Two districts have developed their own certified evaluation document which KSDE has approved. The remaining districts are using either KEEP or McRel which they feel is too complex and time consuming. Options are being explored and discussed by the superintendents.

- *Staffing Needs for an ED Classroom - SAC*

TLEC currently has two students attending Project Plus in Topeka. Dr. Mickelson reported that unless student numbers increase, it is not cost effective for TLEC to hire staff and facilitate our own program. Greenbush is considering initiating a program in the southern area that would require less travel for some of our districts.

In light of the plans underway for SFT to move their district offices to the Scranton Attendance Center, the future of the deteriorating TLEC West facility was discussed. Superintendents approved renting the SFT DAC facility for \$500 per month for a twelve month period and relocating the 18-21 program there. The facility could also house other programs as needed. The board requested continuing discussion next month.

- *Maintenance of Effort – SAC*

The annual KSDE MOE report is due by January 31st. Dr. Mickelson reminded superintendents that districts should complete their portion prior to that date to allow time for review and submission by TLEC.

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

No executive session was held.

**Personnel – Executive Session**

No executive session was held. The Directors Evaluation will be completed in February.

**Negotiations**

No executive session was held.

**Adjournment**

Cindy Cook made the motion to adjourn the meeting at 7:40 p.m. Motion was seconded by Billie McClure and it passed 4-0. The next regular board meeting will be held **Monday, February 15, 2016, at 6:30 P.M. at the Three Lakes Cooperative office in Lyndon.**

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Laura Hogelin, Clerk

\_\_\_\_\_ Approved

\_\_\_X\_\_\_ Unapproved 01-18-16