

**THREE LAKES EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS MEETING
September 19, 2016**

Call to Order

President Randy Boudeman called to order the regular board meeting of Three Lakes Educational Cooperative at 6:30 p.m. Monday, September 19, 2016. The following individuals were present:

BOARD MEMBERS:

Ryan Sink
Cindy Cook
Eric Ratzloff
Randy Boudeman
Brandi Shaffer
Jamie Sowers

OTHERS:

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

Approval of Agenda

Motion was made by Eric Ratzloff and seconded by Jamie Sowers to approve the agenda with additions. Motion passed 6-0.

Approval of Consent Agenda

Eric Ratzloff 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 Ryan Sink and it passed 6-0.

DISTRICT CONSULTATION

2015-16 Audit Report (Informational)

Jim Long, CPA, will present the 2015-16 audit report in October.

IDEA VI-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 Jamie Sowers and second by Cindy Cook to approve IDEA VI-B assurances. Motion passed 6-0.

Cell Phone Language (Approval)

TLEC auditor Jim Long, has recommended the board adopt a policy for administrator cell phone reimbursement. A copy of the proposed policy was included in the packet. Motion was made by Jamie Sowers and seconded by Cindy Cook to adopt policy "CP" as recommended. Motion passed 6-0.

Review Proposed Administrator Evaluation Document (Approval)

The proposed director's evaluation document was distributed. An attempt has been made to make the new document more user friendly while retaining all evaluation requirements. Dr. Mickelson will complete the self-evaluation portion prior to giving it to the board to complete in December. Motion was made by Jamie Sowers and seconded by Cindy Cook to approve the Director's Evaluation Document as presented. Motion passed 6-0.

Superintendent/Board Member Discussion Items

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

- *TLEC Strategic Planning – SAC*

Bart Swartz, Greenbush Leadership Consultant, met with the superintendents and outlined an opportunity for TLEC administrators, superintendents, principals and other key staff to meet for a strategic planning session. Discussion items would include the following:

- Funding
- Service delivery model
- Communication

November 8th from 8:30 a.m. to 11:30 a.m. was selected as a potential date.

- *MOU with Law Enforcement – SAC*

This item was tabled for now. Superintendents will meet at a later date to discuss this issue. It is not due until July 2017.

- *Special Olympic Bussing – Amy Redmon – SAC*

Amy Redmon discussed Special Olympics bussing needs with the superintendents. Districts provide the buses used for transportation to these events.

- *Annual Administrator Meeting - SAC*

Superintendents were reminded that the annual administrator meeting for principals will be held on September 21st from 9:00 a.m. to 11:30 a.m. The meeting will be held in the TLEC annex.

ADDED DISCUSSION ITEMS:

- *Change November SAC meeting date*

Dr. Mickelson requested moving the November SAC meeting date. It was agreed to meet on Wednesday, November 16th @ 10:00 a.m.

- *Certified Evaluation Timeline*

The 2016-17 certified evaluation schedule was distributed. TLEC administrators will be the primary evaluators for certified SPED staff. Principals will be asked to provide input.

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

- *Negotiations Meeting – September 27th – 6:30 p.m.*
- *Review district and TLEC negotiation information*

Motion was made by Eric Ratzloff and seconded by Jamie Sowers to enter executive session for a period of fifteen minutes beginning at 6:52 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 7:13 p.m. Motion was made by Eric Ratzloff and seconded by Jamie Sowers to extend the executive session an additional five minutes beginning at 7:13 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 7:18 p.m. No action was taken.

Adjournment

Cindy Cook made the motion to adjourn the meeting at 7:20 p.m. Motion was seconded by Ryan Sink and it passed 6-0. The next regular board meeting will be held **Monday, October 17, 2016, at 6:30 P.M. at the Three Lakes Educational Cooperative office in Lyndon.**

Laura Hogelin, Clerk

_____ Approved

____X____ Unapproved 9-19-16