

**THREE LAKES EDUCATIONAL COOPERATIVE  
BOARD OF EDUCATION MEETING  
January 14, 2019**

**1. Opening of Meeting**

A. Call to Order

Jamie Sowers called to order the Three Lakes Educational Cooperative Board of Directors meeting at 6:30 p.m. on Monday, January 14, 2019 at the Three Lakes Cooperative office in Lyndon.

B. Roll Call

The following individuals were present:

Julie Spielman, Board representative, USD 287  
Mike Pitts, Board representative, USD 420  
Eric Ratzloff, Board representative, USD 421  
Pam Masters, Board representative, USD 454  
Jamie Sowers, Board representative, USD 456  
Dr. Kathy Mickelson, Director  
Michele Luksa, Assistant Director  
Laura Hogelin, Board Clerk  
Betty Hughs

Randy Boudeman, Board representative, USD 434 was absent.

C. Approval of Agenda

Eric Ratzloff made the motion to approve the agenda as presented. Motion was seconded by Mike Pitts and it passed 5-0.

D. Executive Session

- Student Issue

Motion was made by Eric Ratzloff to go into executive session at 6:30 p.m. with the board, administration and Betty Hughs present for a period of time not to exceed five minutes for the purpose of discussing matters relating to actions adversely or favorably affecting a student(s). Justification of the executive session is to protect the privacy interests of the individual(s) to be discussed. The meeting will resume in the board room at 6:35 p.m. Motion was seconded by Mike Pitts and it passed 5-0. The meeting returned to open session at 6:35 p.m.

Motion was made by Eric Ratzloff to continue the executive session at 6:35 p.m. for a period of time not to exceed ten minutes for the purpose of discussing matters relating to action adversely or favorably affecting a student(s). Justification of the executive session is to protect the privacy interests of the individual(s) to be discussed. The meeting will return to open session at 6:45 p.m. in the board room. Motion was seconded by Mike Pitts and it passed 5-0. The meeting returned to open session at 6:45 p.m.

Motion was made by Eric Ratzloff to continue the executive session at 6:45 p.m. for a period of time not to exceed five minutes for the purpose of discussing matters relating to action adversely or favorably affecting a student(s). Justification of the executive session is to protect the privacy interests of the individual(s) to be discussed. The meeting will return to open session at 6:50 p.m. in the board room. Motion was seconded by Mike Pitts and it passed 5-0. The meeting returned to open session at 6:50 p.m. No action was taken.

(Betty Hughs left the meeting at 6:50 p.m.)

## **2. Consent Agenda**

- A. Approval of Minutes
- B. Approval of Financial Summary and Treasurer's Report
- C. Approval of Warrant Register/Payables
- D. Approval of Personnel Changes
- E. Approval of PDC Plans and Points
- F. Approval of Consent Agenda

Julie Spielman made the motion to approve the consent agenda as presented. Motion was seconded by Eric Ratzloff and it passed 5-0.

## **3. Financial Information/Discussion**

- A. Financial Reports

Dr. Mickelson reviewed the three year history report, revenue and expenditures for December.

Personnel changes were reviewed with the board.

## **4. District Consultation**

- A. KASB Policy Updates

The KASB recommended policy updates were reviewed. Motion was made by Eric Ratzloff and seconded by Pam Masters to approve the updates as presented. Motion passed 5-0.

B. Board Member Recognition

Board members were thanked and recognized for their service to TLEC.

5. **Superintendent/Board Member Discussion Items**

A. Interlocal Agreement

Donna Whiteman, KASB staff attorney, met with the superintendents on Friday to assist with review of the Interlocal Agreement. Ms. Whiteman suggested adopting an operating policy in lieu of changing the current Interlocal Agreement. TLEC administration will work together with the superintendents to address and develop policies where changes are needed.

B. Maintenance of Effort

Preliminary reports indicate TLEC has made Maintenance of Effort in all four measurable areas.

C. District Calendars

Like this year, next year districts will not have spring break scheduled during the same week. Related service staff who serve districts with different spring breaks will either split their break between two weeks or schedule make up services for students. Office personnel will coordinate time off to ensure the office remains open during both weeks.

6. **Executive Session**

A. Matters Relating to Student Issues – Executive Session

Motion was made by Eric Ratzloff to go into executive session at 7:07 p.m. with the board and administration present for a period of time not to exceed ten minutes for the purpose of discussing matters relating to actions adversely or favorably affecting a student(s). Justification of the executive session is to protect the privacy interests of the individual(s) to be discussed. The meeting will resume in the board room at 7:17 p.m. Motion was seconded by Mike Pitts and it passed 5-0. The meeting returned to open session at 7:17 p.m.

Motion was made by Eric Ratzloff to continue the executive session at 7:17 p.m. for a period of time not to exceed five minutes for the purpose of discussing matters relating to action adversely or favorably affecting a student(s). Justification of the executive session is to protect the privacy interests of the individual(s) to be discussed. The meeting will return to open session at 7:22 p.m. in the board room. Motion was seconded by

Mike Pitts and it passed 5-0. The meeting returned to open session at 7:22 p.m.

B. Personnel - Executive Session

- *Distribute Director's Evaluation Document*

No executive session was held. The Director's evaluation document was distributed. Board members will complete the evaluation and e-mail it to Jamie Sowers. The joint evaluation will be reviewed at the February board meeting.

C. Negotiations - Executive Session

No executive session was held. Mike Pitts noted that USD 420 has completed the negotiation process for 2018-19.

D. Action on Items Discussed in Closed Session

No action was taken.

**Adjournment**

Mike Pitts made the motion to adjourn the meeting at 7:33 p.m. Motion was seconded by Eric Ratzloff and it passed 5-0. The next regular board meeting will be held **Monday, February 11, 2019, at 6:30 P.M. at the Three Lakes Educational Cooperative office in Lyndon.**

Laura Hogelin  
Laura Hogelin, Board Clerk

\_\_\_\_\_ Approved

\_\_\_X\_\_\_ Unapproved 1-14-19