

**THREE LAKES EDUCATIONAL COOPERATIVE  
BOARD OF EDUCATION MEETING  
February 11, 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, February 11, 2019 at the Three Lakes Cooperative office in Lyndon.

B. Roll Call

The following individuals were present:

Blaine Flory, Alt Board representative, USD 287  
Mike Pitts, Board representative, USD 420  
Eric Ratzloff, Board representative, USD 421  
Randy Boudeman, Board representative, USD 434  
Jamie Sowers, Board representative, USD 456  
Dr. Kathy Mickelson, Director  
Michele Luksa, Assistant Director  
Laura Hogelin, Board Clerk

Pam Masters, Board representative, USD 454 was absent.

C. Approval of Agenda

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

**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

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

### 3. Financial Information/Discussion

#### A. Financial Reports

The board reviewed the three year history report, revenue and expenditures for January.

### 4. District Consultation

### 5. Superintendent/Board Member Discussion Items

#### A. Special Olympics Update – Amy Redmon

Special Olympics coordinator, Amy Redmon, will be in contact with the superintendents when a bus from their district is needed to transport students to Special Olympics events. Districts take turns providing the buses.

#### B. Take Flight Training

TLEC will host a five day training in June or July for the multi-sensory reading program, *Take Flight*. This training will also be made available to district staff. Teachers will be paid a stipend to attend.

#### C. Carryover Policy – Dr. Pegram

Dr. Pegram is looking at wording to revise the current carryover language in the Interlocal Agreement. Dr. Pegram would like to allow the board more flexibility. Language for the contingency fund also needs to be addressed. At the recommendation of Donna Whiteman, the Interlocal Agreement will not be revised. Any new language regarding carryover and contingency funds will be placed in our board policy. Dr. Mickelson plans to have Donna Whiteman review all potential updates to language prior to board approval.

#### D. December 1 Headcount Information

Dr. Mickelson reviewed December 1 headcount information with the board.

#### E. Inclement Weather Discussion

With districts cancelling school numerous times this winter due to inclement weather, several classified staff have requested the director allow use of their sick leave days instead of unpaid leave when they have

exhausted their discretionary leave. The majority of TLEC districts pay their classified staff for inclement weather days. Dr. Mickelson was instructed to prepare a policy regarding pay for classified staff for inclement weather days. The board will vote on this policy in March.

## 6. Executive Session

### A. Matters Relating to Student Issues – Executive Session

No executive session was held for student issues.

### B. Personnel - Executive Session

- *Director's Evaluation*

Motion was made by Eric Ratzloff to go into executive session with the board and Dr. Mickelson present at 7:17 p.m. for a period of time not to exceed ten minutes for the purpose of discussing personnel issues related to non-elected personnel. 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 7:27 p.m. in the board room. Motion was seconded by Mike Pitts and it passed 5-0. The meeting returned to open session at 7:27 p.m.

Motion was made by Eric Ratzloff to continue the executive session with the board and Dr. Mickelson present at 7:27 p.m. for a period of time not to exceed three minutes for the purpose of discussing personnel issues related to non-elected personnel. 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 7:30 p.m. in the board room. Motion was seconded by Mike Pitts and it passed 5-0. The meeting returned to open session at 7:30 p.m.

### C. *Negotiations - Executive Session*

- *Select board negotiating team*
- *Schedule training with Luke Sobba*

No executive session was held.

Eric Ratzloff and Jamie Sowers volunteered to serve as negotiators on behalf of the board.

After reviewing potential dates, Dr. Mickelson will contact the TLEC AFT representatives and Luke Sobba and try to schedule a potential meeting time April 2<sup>nd</sup>, 3<sup>rd</sup>, or 4<sup>th</sup>. The training will begin at 6:00 p.m. and last approximately one hour.

D. Action on Items Discussed in Closed Session

No action was taken.

**Adjournment**

Eric Ratzloff made the motion to adjourn the meeting at 7:40 p.m. Motion was seconded by Mike Pitts and it passed 5-0. The next regular board meeting will be held **Monday, March 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 2-11-19