

**THREE LAKES EDUCATIONAL COOPERATIVE  
BOARD OF EDUCATION MEETING  
March 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, March 11, 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  
Randy Boudeman, Board representative, USD 434  
Pam Masters, Board representative, USD 454  
Jamie Sowers, Board representative, USD 456  
Dr. Kathy Mickelson, Director  
Michele Luksa, Assistant Director  
Laura Hogelin, Board Clerk

C. Approval of Agenda

Eric Ratzloff made the motion to approve the agenda as presented. Motion was seconded by Mike Pitts and it passed 6-0.

**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 Eric Ratzloff and it passed 6-0.

**3. Financial Information/Discussion**

A. Financial Reports

Dr. Mickelson reviewed the three year history report, revenue and expenditures for February. It was noted that due to the lack of available substitutes, the paraeducator sub line has decreased over the same period last year.

4. **District Consultation**

A. Review of Draft Finance Policy

The draft finance policy has been updated to reflect the changes recommended by the superintendents on Friday. Randy Boudeman made the motion to approve the policy as updated. Motion was seconded by Julie Spielman and it passed 6-0.

B. Review of Classified Inclement Weather Policy

The proposed classified inclement weather policy was reviewed. It was noted that classified staff would not be paid for inclement weather days if the district they are working in makes them up. Any days that are not made up at a later date will be paid. Pay will be for their primary position only. Motion was made by Randy Boudeman and seconded by Eric Ratzloff to approve the classified inclement weather policy as presented. Motion passed 6-0.

C. Frontline/AESOP Update

Dr. Mickelson reported the purchase of the AESOP program was approved earlier by the board in the amount of \$6,000 however, the cost has now increased to \$10,000. Superintendents voted to abandon plans to purchase the AESOP program. Other options for filling substitute positions were discussed with the superintendents. They were most favorable to the idea of TLEC hiring a full time sub for each building who would be available to fill in open positions on a daily basis. Options will continue to be explored.

D. BCBS Classified Staff

Dr. Mickelson has received several questions from paraeducators regarding the possibility of receiving health insurance. These questions were reviewed and discussed with the board. Dr. Mickelson will meet with BCBS on April 10<sup>th</sup> and should have additional information after this meeting.

E. 2019-20 Projected Caseloads

Projected caseloads for 2019-20 were reviewed. At this point, re-arranging caseloads among existing staff looks favorable. TLEC will need to fill several school psychologist positions.

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

A. ACES – Ruth Marstall

At the SAC meeting on Friday, Ruth Marstall and Dr. Ryan Vaughn talked with the superintendents about the grant they have received to conduct ACES (Adverse Childhood Experiences) training in Osage county. They requested help from the districts to host this training during a professional development day for staff and perhaps an evening event for the parents and community. Superintendents were agreeable to hosting a half-day staff training.

Greenbush also has the opportunity to apply for a grant to hire a social worker trained in trauma and substance abuse. If grant funds are secured, superintendents expressed interest in this service.

6. **Executive Session**

A. Matters Relating to Student Issues – Executive Session

No executive session was held.

B. Matters Relating to Personnel Issues - Executive Session

- *Certified Evaluations*

Motion was made by Eric Ratzloff to go into executive session with the board and administrators present at 7:15 p.m. for a period of time not to exceed thirty-two 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 7:47 p.m. in the board room. Motion was seconded by Randy Boudeman and it passed 6-0. The meeting returned to open session at 7:47 p.m.

C. Matters relating to Negotiations - Executive Session

- *Training date with Luke Sobba – April 3<sup>rd</sup> @ 6:00 p.m.*
- *Salary Schedule and SPED Certification*

Motion was made by Eric Ratzloff to go into executive session with administrators present at 7:48 p.m. for a period of time not to exceed five minutes 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 and the public's interest. The meeting will return to open session at 7:53 p.m. in the board room. Motion was seconded by Randy Boudeman and it passed 6-0.

Motion was made by Eric Ratzloff to continue the executive session with administrators present at 7:53 p.m. for a period of time not to exceed five minutes 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 and the public's interest. The meeting will return to open session at 7:58 p.m. in the board room. Motion was seconded by Randy Boudeman and it passed 6-0.

Motion was made by Eric Ratzloff to continue the executive session with administrators present at 7:58 p.m. for a period of time not to exceed five minutes 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 and the public's interest. The meeting will return to open session at 8:03 p.m. in the board room. Motion was seconded by Randy Boudeman and it passed 6-0.

Motion was made by Eric Ratzloff to continue the executive session with administrators present at 8:03 p.m. for a period of time not to exceed five minutes 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 and the public's interest. The meeting will return to open session at 8:08 p.m. in the board room. Motion was seconded by Randy Boudeman and it passed 6-0.

#### D. Action on Items Discussed in Closed Session

No action was taken.

#### **Adjournment**

Eric Ratzloff made the motion to adjourn the meeting at 8:12 p.m. Motion was seconded by Randy Boudeman and it passed 6-0. The next regular board meeting will be held **Monday, April 8, 2019, at 6:30 P.M. at the Three Lakes Educational Cooperative office in Lyndon.**

Laura Hogelin

Laura Hogelin, Board Clerk

\_\_\_\_\_ Approved

\_\_\_\_X\_\_\_\_\_ Unapproved 3-11-19

