

**THREE LAKES EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS MEETING
April 8, 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, April 8, 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
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

Randy Boudeman made the motion to approve the agenda as presented. Motion was seconded by Eric Ratzloff 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

The board reviewed the three year history report of revenue and expenditures for March. Motion was made Randy Boudeman and seconded by Mike Pitts to approve the financial reports as presented. Motion passed 6-0.

4. District Consultation

A. Approve IDEA VI-B Assurances

Motion was made by Randy Boudeman and seconded by Jamie Sowers to approve IDEA VI-B Assurances for 2019-20. Motion passed 6-0. Approval of assurances is a requirement to access federal funds.

B. Thank You Note

Many staff members have expressed appreciation to the TLEC board for their decision to pay classified staff for snow days. One such written note was included in the board packet.

C. Letter of Recognition – Burlingame Police Department

The Burlingame Police Department sent a letter of recognition regarding the much appreciated assistance they received from TLEC staff and district personnel. This letter was included in the board packet.

D. Approve KASB Dues and LAF for 2019-20

Motion was made by Randy Boudeman and seconded by Eric Ratzloff to approve KASB Dues and LAF Membership for 2019-20. Motion passed 6-0. The cost remains the same as last year. TLEC does not plan to renew the season pass.

E. Online Recruitment Tool

TLEC would like to purchase the TalentEd online recruitment tool for certified and classified staff. Many potential candidates prefer using a paperless online application process. The annual cost is \$950 plus a one-time startup cost of \$1800. Most TLEC districts use TalentEd and recommend the board approve this purchase. Motion was made by Eric Ratzloff and seconded by Randy Boudeman to purchase the TalentEd program. Motion passed 6-0.

5. Superintendent/Board Member Discussion Items

A. Extended School Year

TLEC is currently gathering data for the extended school year program. Initial information indicates each district has at least one student who will need summer services.

B. Well Child Screening Totals

Well Child screening totals are not yet available.

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*
- *Teacher Mentor*

Motion was made by Randy Boudeman and seconded by Mike Pitts to enter executive session with the board and administrators present at 6:52 p.m. for a period of time not to exceed fifteen 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 7:07 p.m. in the board room. Motion passed 6-0. The meeting returned to open session at 7:07 p.m. Motion was made by Randy Boudeman and seconded by Mike Pitts to continue the executive session with the board and administrators present at 7:07 p.m. for a period of time not to exceed five 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 7:12 p.m. in the board room. Motion passed 6-0. The meeting returned to open session at 7:12 p.m.

C. Matters relating to Negotiations - Executive Session

- *Update on training with Luke Sobba*
- *Intent to negotiate letters*

Motion was made by Eric Ratzloff to go into executive session with administrators present at 7:17 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 7:22 p.m. in the board room. Motion was seconded by Randy Boudeman and it passed 6-0. The meeting returned to open session at 7:22 p.m. Motion was made by Eric Ratzloff to continue the executive session with administrators present at 7:22 p.m. for a period of time not to exceed ten 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 7:32 p.m. in the board room. Motion was seconded by Randy Boudeman and it passed 6-0. The meeting returned to open session at 7:32 p.m.

D. Action on Items Discussed in Closed Session

No action was taken.

Adjournment

Eric Ratzloff made the motion to adjourn the meeting at 7:32 p.m. Motion was seconded by Randy Boudeman and it passed 6-0. The next regular board meeting will be held **Monday, May 13, 2019, at 6:30 P.M. at the Three Lakes Educational Cooperative office in Lyndon.**

Laura Hogelin
Laura Hogelin, Board Clerk

_____ Approved

____X____ Unapproved 4-8-19