

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

B. Roll Call

The following individuals were present:

Julie Spielman, Board representative, USD 287
Corey Linton, Alternate Board representative, USD 420 (@ 6:33 pm)
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
Jim Long, CPA, Karlin and Long

C. Approval of Agenda

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

2. Consent Agenda

- A. Approval of Minutes
- B. Approval of Warrant Register/Payables
- C. Approval of Personnel Changes
- D. Approval of PDC Plans and Points
- E. Approval of Consent Agenda

Personnel changes were reviewed by the board.

Randy Boudeman made the motion to approve the consent agenda as presented. Motion was seconded by Julie Spielman and it passed 6-0.

3. Financial Information/Discussion

A. Financial Reports

Board members reviewed the three year history report, revenue and expenditures for October. Motion was made by Randy Boudeman and seconded by Pam Masters to approve the financial reports as presented. Motion passed 6-0.

4. District Consultation

A. 2018-19 Audit Report – Jim Long

Jim Long, Karlin & Long, addressed the board regarding the year end June 30, 2019 audit report. Mr. Long presented a favorable report with no noted violations or exceptions. Motion was made by Randy Boudeman and seconded by Julie Spielman to approve the audit report as presented. Motion passed 6-0.

(Jim Long left the meeting at 6:52 p.m.)

B. SPP Indicator 11

All districts were found to be compliant on *Indicator 11: Initial Evaluation*. All districts were found to be compliant on *Indicator 12: C to B Transition* data.

C. IDEA File Review and Gifted File Review

Dr. Mickelson noted that USD 434 was the only district scheduled by KSDE for monitoring IDEA and Gifted file review and was found to be compliant.

D. September 20th Headcount Data

September 20th headcount data by grade level and exceptionality for each district was available for review.

5. Superintendent/Board Member Discussion Items

A. Maintenance of Effort

On Friday, superintendents were reminded to complete the district portion of the MOE report. TLEC would like to have this by December 2nd. It needs to be finalized and submitted to KSDE by December 6th.

B. Program Space for Next Step and/or Frameworks

Currently two programs (Frameworks and Next Step) share space at TLEC North. The Frameworks program serves twelve students and has a waiting list. There are approximately eight students enrolled in the Next Step program. Due to the lack of space, moving the Next Step program to a different location is being considered. Superintendents and TLEC administrators were scheduled to tour two potential facilities today but cancelled due to the weather. Options will continue to be explored and Dr. Mickelson will provide the board with recommendations in December.

Staffing needs for the Frameworks program were also discussed. The program currently employs two teachers, two paras and one substitute para. TLEC administrators would like to have a trained "Crosswinds" employee there on a daily basis.

6. Executive Session

A. Matters Relating to Student Issues – Executive Session

- *Student issue*

Motion was made by Eric Ratzloff to go into executive session at 7:22 p.m. 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). The meeting will return to open session in the board room at 7:32 p.m. Motion was seconded by Randy Boudeman and it passed 6-0. The meeting returned to open session at 7:32 p.m.

Motion was made by Eric Ratzloff to continue the executive session an additional five minutes at 7:32 p.m. for the purpose of discussing matters relating to actions adversely or favorably affecting a student(s). The meeting will return to open session at 7:37 p.m. in the board room. Motion was seconded by Randy Boudeman and it passed 6-0. The meeting returned to open session at 7:37 p.m. No action was taken.

B. Personnel - Executive Session

- *2019-20 Administrator Salaries*
- *Phase 1 Certified Evaluations*
- *Staffing needs at Lyndon Preschool*
- *IRS*

Motion was made by Eric Ratzloff to go into executive session at 7:40 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 7:50 p.m. in the board room. Motion was seconded by Jamie Sowers and it passed 6-0. The meeting returned to open session at 7:50 p.m.

Motion was made by Eric Ratzloff to continue the executive session at 7:50 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 7:55 p.m. in the board room. Motion was seconded by Jamie Sowers and it passed 6-0. The meeting returned to open session at 7:55 p.m.

Motion was made by Eric Ratzloff to continue the executive session at 7:55 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 8:05 p.m. in the board room. Motion was seconded by Jamie Sowers and it passed 6-0. The meeting returned to open session at 8:05 p.m.

Motion was made by Eric Ratzloff to continue the executive session at 8:05 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 8:15 p.m. in the board room. Motion was seconded by Jamie Sowers and it passed 6-0. Administrators left the executive session at 8:13 p.m. The meeting returned to open session at 8:15 p.m.

Motion was made by Eric Ratzloff to continue the executive session at 8:15 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 8:25 p.m. in the board room. Motion was seconded by Jamie Sowers and it passed 6-0. The meeting returned to open session at 8:25 p.m.

Motion was made by Eric Ratzloff to continue the executive session at 8:25 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 8:30 p.m. in the board room. Motion was seconded by Jamie Sowers and it passed 6-0. The meeting returned to open session at 8:30 p.m.

C. Negotiations - Executive Session

- *K-PNA-002 Filed*

No executive session was held. It was noted that K-PNA-002 has been filed with the Kansas Department of Labor signifying that negotiations for the 2019-20 contract year have been completed.

(Randy Boudeman left the meeting at 8:35 p.m.)

Executive Session Action taken:

Motion was made by Eric Ratzloff and seconded by Pam Masters to authorize the Director to proceed with plans to employ a preschool teacher for an additional classroom at Lyndon. Motion passed 5-0.

Motion was made by Eric Ratzloff and seconded by Jamie Sowers to approve a salary increase of \$2,500 each for the Director and Assistant Director for 2019-20. Motion passed 5-0.

Adjournment

Jamie Sowers made the motion to adjourn the meeting at 8:40 p.m. Motion was seconded by Julie Spielman and it passed 5-0. The next regular board meeting will be held **Monday, December 9, 2019, at 6:30 P.M. at the Three Lakes Educational Cooperative office in Lyndon.**

Laura Hogelin

Laura Hogelin, Board Clerk

_____ Approved

____X_____ Unapproved 11-11-19