

**THREE LAKES EDUCATION COOPERATIVE
BOARD OF DIRECTORS MEETING
December 14, 2020**

1. Opening of Meeting

A. Call to Order

Eric Ratzloff called to order the Three Lakes Educational Cooperative Board of Directors meeting at 6:30 p.m. on Monday December 15, 2020 at the TLEC Office (Annex) .

B. Roll Call

The following individuals were present:

BOARD MEMBERS

Julie Spielman
Brent Johnson
Eric Ratzloff
Madison Sowers
Brandi Shaffer (Absent)
Greg McCurdy

OTHERS:

Dr. Kathy Mickelson
Michele Luksa
Dee Wiley

C. Approval of Agenda

Eric Ratzloff made the motion to approve the agenda. Motion was seconded by Madison Sowers and passed unanimously.

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

Warrant/Payables were reviewed. Personnel changes were reviewed. There have been two para resignations in PreK. One position will be filled and the other will remain vacant at this time. One para at CAC was terminated in November, leaving an opening. Anthony Wunder has been hired to fill the kindergarten position at OCES being abdicated at the end of the first semester by Shelly Maas. Training and transition were started mid December, with Mr. Wunder taking over full time after Christmas break. Kari Neitzel *BCBA* and Dalton Taylor *RBT* have been contracted through PBS for services in USD 454.

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

3. Financial Information/Discussion

A. Financial Reports were reviewed. Revenue and expenditures are comparable to last year. Interest on idle funds will not meet what was budgeted for. Interest rates are down considerably and this will result in a deficit in interest revenue around \$13,000. SPARKS and ESSER funds will help offset this. Medicaid revenue is down from last year, but up from 2 years ago. TLEC administration has reminded billing providers of the new codes, and policies around teletherapy.

4. District Consultation

A. TLEC was contracting O&M services for one student in USD 420 through Amanda Smith with RCIL. RCIL's COVID protocol forbids in person services at this time. Remote sessions weren't sufficient for this service, and TLEC has ended the contract with RCIL due to this. O&M Services will be contracted through Michael Byington with Advocacy Consulting of Kansas, LLC at the rate of \$75/Hr, once weekly.

Madison Sowers made a motion to approve entering into a contract with Michael Byington (Advocacy Consulting of Kansas, LLC). The motion was seconded by Greg McCurdy and passed unanimously.

B. The TIP Grant Award Letter was discussed. The FY 2021 TIP Grant was approved by KSDE.

5. Superintendent/Board Member Discussion Items

A. The required Dyslexia training was discussed. Each district has an individual approach to completing the required six hours of training by the deadline. TLEC employees are attending their home district's sessions. Related Service Providers and Paraeducators are encouraged to participate as well but not required. Districts will accommodate any TLEC employees that wish to attend.

B. The COVID-19 Symptoms/Exposure flowchart was presented. This is what TLEC will follow when a staff member is exposed or comes down with symptoms. We have updated the

quarantine periods to follow Osage County Health Departments new guidelines, member districts report that they are adopting the 7-10 day quarantine periods laid out by Osage County Health Department as well. All member districts currently do have mask mandates in place.

C. COVID-19 numbers were updated. TLEC currently has 16 employees in quarantine at the time of the board meeting. TLEC employees are encouraged to work remotely when they feel well enough, and are paid COVID leave at a "SELF" or "CARES" rate each to a limit of 80 hrs when it isn't possible to work.

D. SPARKS funds have been spent and final expenditures were sent to Garrett Nordstrom in early December.

E. The remote learning periods in districts gave TLEC a chance to collect data on how students were responding to online learning. In review of this data it was determined that some students will need to receive instruction in person even during remote learning periods in order to make progress towards their IEP goals. TLEC has created a flow chart for use in determining which students have needs not being met through remote learning, what services, length of service time, and transportation associated with in person instruction during remote learning. Frameworks and Next Step programs have not had to go remote up to this point, due to being housed in a separate building. These programs will not go remote during USD 434 unless COVID-19 affects the TLEC North building.

F. Maintenance of Effort has opened for reporting and must be completed by February 5, 2021. Member districts must complete their reports, prior to TLEC submitting their final report. USD 434 has submitted their report.

G. Alternate Assessment Justification submission will be handled by TLEC for member districts. Any district that has above 1% of students taking the DLM, must submit justification for why. There are questions as to how assessments will happen during the 2020-21 school year due to the COVID-19 pandemic and remote learning.

6. Executive Session

A. Matters Relating to Student Issues- Executive Session

Student Issue-

Motion was made by Eric Ratzloff and seconded by Julie Spielman and passed unanimously to enter executive session with the board and administrators present beginning at 7:02 p.m. for a period of time not to exceed ten minutes for the matters relating to Student Issues. Justification of the executive session is for matters relating to actions adversely or favorably affecting a student(s). The meeting will return to open session at 7:12 p.m. in the TLEC Annex main. The meeting returned to open session at 7:12 p.m.

B. Matters Relating to Personnel Issues- Executive Session

Sick Leave Bank-

Motion was made by Eric Ratzloff and seconded by Brent Johnson to enter executive session with the board and administrators present beginning at 7:13 p.m. for a period of time not to exceed five minutes for the matters relating to 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 7:18 p.m. in the TLEC Annex. The meeting returned to open session at 7:18 p.m.

C. Matters Relating to Negotiations- Executive Session

No executive session regarding negotiations.

D. Action on Items Discussed in Closed Session-

No action was taken.

Adjournment

Eric Ratzloff motioned to adjourn the meeting at 7:25 p.m. Motion is seconded by Madison Sowers, and it passed unanimously. The next regular board meeting will be held Monday, January 11, 2020 at 6:30 p.m. at the Three Lakes Education Cooperative Annex in Lyndon.