

**THREE LAKES EDUCATION COOPERATIVE
BOARD OF DIRECTORS MEETING
October 11, 2021**

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 October 11, 2021 at the TLEC Board Room.

B. Roll Call

The following individuals were present:

BOARD MEMBERS

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

OTHERS:

Dr. Kathy Mickelson
Michele Luksa
Dee Wiley

C. Approval of Agenda

Eric Ratzloff made a motion to approve the agenda as presented. Motion was seconded by Julie Spielman 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 presented. Since the last BOD meeting there have been no resignations to report. Eight paraeducators were hired to fill current vacancies leaving fewer openings for current positions, although there have been requests for new

paraeducator additions to classrooms from a few teachers. Those requests are evaluated using caseload and schedule data to either approve or deny staff additions.

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

3. Financial Information/Discussion

- A. Financial Reports were reviewed. Revenue is up slightly due mostly to the ESSER II SPED funds that have been received from member districts. Three of six payments available in round one have been received and the other three will be requested in November. USD 420 October local assessment was received in September also, adding to the higher revenue figure.

Expenditures were up as well, with several causes. The change from Baybridge to Surrency (TLEC's 125 Benefit Provider) and the process of who and how money was disbursed, made it necessary for TLEC to create an account that would house the transactions (debits- money used by employees/ credits- payments from employees towards the cost of their plans). Employees can elect to use large or all of their election to their benefit accounts from day one. TLEC has transferred \$20,000 into this account to create a balance available for withdrawal. This amount will be transferred back to its origin at a later date.

Out of district tuition is up due to a student attending at Lakemary Center. TLEC has hopes that this student will be transferred back to his home district this year. If this happens this expense would cease.

Contracted Services are also up from last year due to an increased amount of contracted speech services. Our SLP A. Nichols will return at the beginning of the second quarter which will decrease contracted speech expenses for the remainder of the year. Insurance cost increases have also contributed to the elevated expenses.

4. District Consultation

- A. The OCHS band is traveling on a trip to Texas. One of our students is a member of that band who is chaperoned by his mother to provide support at band events (games, parades, etc...). The student has successfully fundraised his portion of funds to attend the trip and TLEC will be asking for BOD approval to pay for his mother's costs to chaperone this coming out of state trip, a cost of approximately \$723.00

Eric Ratzloff made a motion to approve paying for chaperon costs for the OCHS band trip. Motion was seconded by Julie Spielman and passed unanimously.

B. TLEC administration has asked for approval to purchase cameras for the Burlingame SPED room. There is an existing system (Kansas Security Systems) that can be tied into, with the monitor to be only available in the Superintendent's office.

Eric Ratzloff made a motion to approve the purchase of cameras for the SPED room in Burlingame. Motion was seconded by Madison Sowers and passed unanimously.

C. The newly created TLEC Social Worker Evaluation was presented and submitted for BOD approval.

Madison Sowers made a motion to approve the newly created TLEC Social Worker Evaluation as presented. Motion was seconded by Julie Spielman and passed unanimously.

D. The September 20, 2021 headcount was presented. All in all the headcount is up approximately 40 kids, and gifted numbers are slightly down.

5. Superintendent/Board Member Discussion Items

No Superintendent/Board Member Discussion Items

6. Executive Session

A. Matters Relating to Student Issues- Executive Session

No Executive Session-

B. Matters Relating to Personnel Issues- Executive Session

- *Health Insurance*
- *Classified Salaries*
- *Administrative/Office Salaries*
- *TLEC Director -Interview Committee*
- *KASB Director Search- Timeline*

Motion was made by Eric Ratzloff and seconded by Julie Spielman to enter executive session with the board and administrators present beginning at 6:50 p.m. for a period of time not to exceed thirty 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 7:20 p.m. in the TLEC boardroom. The meeting returned to open session at 7:20 p.m.

Motion was made by Eric Ratzloff and seconded by Julie Spielman and passed unanimously to continue the executive session an additional ten minutes at 7:21 p.m. for the purpose of discussing matters relating to Personnel. The meeting will return to open session at 7:31 p.m. in the TLEC boardroom.

Motion was made by Eric Ratzloff and seconded by Julie Spielman and passed unanimously to continue the executive session an additional fifteen minutes at 7:31 p.m. for the purpose of discussing matters relating to Personnel. The meeting will return to open session at 7:46 p.m. in the TLEC boardroom.

Motion was made by Eric Ratzloff and seconded by Julie Spielman and passed unanimously to continue the executive session an additional ten minutes at 7:47 p.m. for the purpose of discussing matters relating to Personnel. The meeting will return to open session at 7:57 p.m. in the TLEC boardroom.

Motion was made by Eric Ratzloff and seconded by Julie Spielman and passed unanimously to continue the executive session an additional five minutes at 7:57 p.m. for the purpose of discussing matters relating to Personnel. The meeting will return to open session at 8:02 p.m. in the TLEC boardroom.

C. Matters Relating to Negotiations- Executive Session

No Executive Session-

D. Action on Items Discussed in Closed Session-

- Eric Ratzloff made a motion to approve Classified Raise Proposal- #1. Motion was seconded by Madison Sowers and passed unanimously.
- Eric Ratzloff made a motion to approve a 4% wage increase for Office Staff. Motion was seconded by Brandi Shaffer and passed unanimously.

- Eric Ratzloff made a motion to approve a 4% wage increase for Administrative Staff. Motion was seconded by Brandi Shaffer and passed unanimously.
- Eric Ratzloff made a motion to elect Madison Sowers (BOE 434), Brandi Shaffer (BOE 454), Jerry Turner (SUPT 287), Joe Sample(SUPT 456), a representative to be determined (Osage 420), Michele Luksa (Assistant Director), and himself (BOE 421) to the Interview Committee for the Director search . Motion was seconded by Brandi Shaffer and passed unanimously.

Adjournment

Eric Ratzloff motioned to adjourn the meeting at 8:06 p.m. Motion was seconded by Madison Sowers, and it passed unanimously. The next regular board meeting will be held Monday November 8, 2021 at 6:30 p.m. at the Three Lakes Education Cooperative office in Lyndon.