

**THREE LAKES EDUCATION COOPERATIVE  
BOARD OF DIRECTORS MEETING  
January 16, 2023**

**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 January 16, 2023 at the TLEC Board Room.

B. Roll Call

The following individuals were present:

**BOARD MEMBERS**

Julie Spielman  
Todd Peterson  
Eric Ratzloff  
Madison Sowers (Absent)  
Pam Masters (Absent)  
Greg McCurdy

**OTHERS:**

Caroline Green  
Michele Luksa  
Dee Wiley

D. Approval of Agenda

Eric Ratzloff made a motion to approve the agenda as presented. Motion was seconded by Greg McCurdy 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. Three paraeducators were hired, while two resigned. The Administrative Assistant/ Treasurer position at the office has been filled. A transportation aide position (434), has been terminated, not needed at this time.

Fonda Spencer, SPED teacher at MDCVHS, has submitted her formal retirement notice, upon the conclusion of the 2022-23 term.

Eric Ratzloff made a motion to approve the consent agenda, with the addition of J.Kincaid's resignation. Motion was seconded by Greg McCurdy and passed unanimously.

### **3. Financial Information/Discussion**

- A. Financial reports were presented. The TLEC budget continues to remain comparable to prior year budget levels.

Services provided by PBS have been less than originally planned, which decreases contracted services costs, TLEC is on target to stay within the projected budget.

TLEC continues to look to fill SLP positions "in-house", but has had no candidates at this time.

### **4. District Consultation**

- A. June 2022 KASB Policy Updates were presented for board approval. The current policy book is not structured in a way that allows for quick access to information.

Administration would like to look into using a KASB service that would review and overhaul our current policy book, as well as handbooks, to make all materials consistent across the board. This service would be a one time cost of \$6500 for aligning and updating all recommended materials, TLEC would be responsible for future updates to policies and handbooks

Eric Ratzloff made a motion to adopt and approve the June 2022 KASB Policy Updates. The motion was seconded by Todd Peterson, and passed unanimously.

- B. The board has decided to complete the director evaluation in February this year. In the future the director evaluation will take place in December.
- C. A resolution to establish the regular meeting dates for the 2023-24 school year, at its July 2023 meeting, was presented for board approval.

Eric Ratzloff made a motion to approve the resolution moving the establishment of regular meeting dates for 2023-24, to the July 2023 meeting. The motion was seconded by Julie Spielman, and passed unanimously.

- D. A resolution to move the March 2023 meeting, due to the meeting date falling during spring break was presented for approval.

Eric Ratzloff made a motion to approve moving the March 2023 meeting from 3/13/23 to 3/6/23 due to the regular meeting date occurring during spring break for all member districts. The motion was seconded by Todd Peterson, and passed unanimously.

- E. The received BOE approved Preschool MOUs from 434,454, and 456, were presented to the BOD for approval. The three remaining districts will add the MOU to upcoming agendas for approval and submit them to TLEC after

Eric Ratzloff made a motion to approve (3) PreK MOUs. The motion was seconded by Greg McCurdy, and passed unanimously.

- F. TLEC would like to explore the possibility of switching financial institutions. TLEC will send out bid proposals, with the intention of remaining local.

## **5. Superintendents'/Board Member Discussion Items**

- A. The December 1, 2022 Special Education Headcount was presented. TLEC student count remains comparable (at 771, gifted included) to the previous year (775, gifted included). Superintendents inquired about where member districts ranked compared to state and federal levels. TLEC will look at that data and report back at the next meeting.
- B. MOE has been submitted. TLEC met requirements in all four areas evaluated. TLEC administration will be monitoring expenses in the final few months of the 22-23 term to make sure that we are on track to meet MOE next year.

## **6. Executive Session**

- A. Matters Relating to Student Issues- Executive Session

*- No executive Session*

- B. Matters Relating to Personnel Issues- Executive Session

*-No executive session*

- C. Matters Relating to Negotiations- Executive Session

*No executive session-*

D. Action on Items Discussed in Closed Session-

*-There were no items requiring action.*

**Adjournment**

Eric Ratzloff motioned to adjourn the meeting at 7:11 p.m. Motion was seconded by Julie Spielman and it passed unanimously. The next regular board meeting will be held Monday February 13, 2023 at 6:30 p.m. at the Three Lakes Education Cooperative office in Lyndon.