

**THREE LAKES EDUCATION COOPERATIVE
BOARD OF DIRECTORS MEETING
June 12, 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 June 12, 2023 at the TLEC Board Room.

B. Roll Call

The following individuals were present:

BOARD MEMBERS

Julie Spielman
Todd Peterson
Eric Ratzloff
Madison Sowers
Pam Masters
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 PDC Plans and Points
- D. Approval of Consent Agenda

- Warrant/Payables were reviewed.

Julie Spielman made a motion to approve the consent agenda. Motion was seconded by Greg McCurdy and passed unanimously.

3. Financial Information/Discussion

- A. The budget continues to remain stable with 29.43% remaining compared to 30.41% in FY 2023. Revenue is up marginally due to interest, and medicaid revenue. The CAT aid final figure came in at \$31,915 which is above the projected estimations. FY 2024 estimated CAT aid figure has decreased from the FY 23 estimated and final figures, at \$30,800.

4. District Consultation

- A. The 2023-24 TLEC calendar was presented for approval, with the addition of the inservice, and new staff training days.

Eric Ratzloff made a motion to approve the 2023-24 TLEC calendar with additions, as presented. The motion was seconded by Greg McCurdy, and passed unanimously.

- B. Office position job descriptions (Board Clerk, Payroll/Human Resources Clerk, Admin Assistant/Board Treasurer, MIS clerk) were reviewed/updated, and presented for approval.

Madison Sowers made a motion to approve the office job descriptions as presented. The motion was seconded by Eric Ratzloff, and passed unanimously.

- C. The KASB Work Comp contract was presented for BOD approval. The cost for FY 24 has raised noticeably due to increased claims in FY 2021-22.

Eric Ratzloff made a motion to approve the KASB Work Comp contract as presented. The motion was seconded by Julie Spielman, and passed unanimously.

- D. USD 287 and USD 454, 2023-24 Pre-K MOUs, were returned approved by their district boards, and were presented to the TLEC BOD for approval.

Eric Ratzloff made a motion to approve the Pre-K MOUs as presented. The motion was seconded by Todd Peterson, and passed unanimously.

- E. Professional Development reimbursement was reinstated for FY 2022-23, and TLEC will potentially receive reimbursement of half of the PD expenses for this year..

- F. A six month contract with WebKIDSS the “outgoing” MIS program was presented for board approval *if needed*. A decision will be made closer to the renewal deadline.

Eric Ratzloff made a motion to approve the contract with WebKIDSS (*if needed*) as presented. The motion was seconded by Madison Sowers, and passed unanimously.

5. **Superintendents’/Board Member Discussion Items**

- A. The final CACFP audit report was received, and was found to be in compliance with no fiscal repercussions.
- B. The Headstart EKAN MOU for FY 2023-25 was discussed and signed by all the Superintendents at the SAC meeting. It was delivered to EKAN for signature.

6. **Executive Session**

- A. Matters Relating to Student Issues- Executive Session

- No executive session

- B. Matters Relating to Personnel Issues- Executive Session

-Personnel Changes

Motion was made by Eric Ratzloff and seconded by Madison Sowers to enter executive session with the board, administrators and board clerk present beginning at 6:45 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 6:50 p.m. in the TLEC boardroom. The meeting returned to open session at 6:50 p.m

- C. Matters Relating to Negotiations- Executive Session

-Negotiations Update

-Staff Retention

Motion was made by Eric Ratzloff and seconded by Madison Sowers to enter executive session with the board, administrators, and board clerk present beginning at 6:50 p.m. for a period of time not to exceed ten minutes for the matters relating to 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 7:00 p.m. in the boardroom. The meeting returned to open session at 7:00 p.m.

Motion was made by Eric Ratzloff and seconded by Todd Peterson and passed unanimously to continue the executive session an additional five minutes at 7:00 p.m. for the purpose of discussing matters relating to Negotiations. The meeting will return to open session at 7:05 p.m. The meeting returned to open session at 7:05 p.m.

Motion was made by Eric Ratzloff and seconded by Pam Masters and passed unanimously to continue the executive session an additional ten minutes at 7:05 p.m. for the purpose of discussing matters relating to Negotiations. The meeting will return to open session at 7:15 p.m. The meeting returned to open session at 7:15 p.m.

D. Action on Items Discussed in Closed Session-

-Eric Ratzloff made a motion to approve the personnel changes as presented. Madison Sowers seconded the motion, and it passed unanimously.

Adjournment

Eric Ratzloff motioned to adjourn the meeting at 7:18 p.m. Motion was seconded by Madison Sowers and it passed unanimously. The next regular board meeting will be held Monday, July 10, 2023 at 6:30 p.m. at the Three Lakes Education Cooperative office in Lyndon.