THREE LAKES EDUCATIONAL COOPERATIVE

**BOARD OF EDUCATION MEETING**

# December 10, 2018

# 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 10, 2018 at the Three Lakes Cooperative office in Lyndon.

B. Roll Call

The following individuals were present:

Blaine Flory, Alternate Board representative, USD 287

Mike Pitts, Board representative, USD 420

Eric Ratzloff, Board representative, USD 421

Randy Boudeman, Board representative, USD 434

Pam Masters, Board representative, USD 454

Beth Weimer, Alternate Board representative, USD 456

Dr. Kathy Mickelson, Director

Michele Luksa, Assistant Director

Laura Hogelin, Board Clerk

## C. Approval of Agenda

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

**2. Consent Agenda**

A. Approval of Minutes

B. Approval of Financial Summary and Treasurer’s Report

C. Approval of Warrant Register/Payables

D. Approval of Personnel Changes

E. Approval of PDC Plans and Points

F. Approval of Consent Agenda

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

**3. Financial Information/Discussion**

A. Financial Reports

Board members reviewed the three year history report, revenue and expenditures for November and the budget summary of funds. Motion was made by Mike Pitts and seconded by Blaine Flory to approve the financial reports as presented. Motion passed 6-0.

# 4. District Consultation

A. Overview of SPED Services

SPED services will be reviewed next month when all members are present.

B. Update to Certified and Classified Handbooks

As a result of negotiations, changes were made to the sick leave bank policy. These changes will also need to be reflected in the handbooks. Dr. Mickelson reviewed these with the board. Motion was made by Randy Boudeman and seconded by Eric Ratzloff to approve changes to the handbooks as outlined. Motion passed 6-0.

**5. Superintendent/Board Member Discussion Items**

A. Interlocal Agreement

Superintendents spent considerable time reviewing and discussing potential changes to the Interlocal Agreement. It was agreed that it would be helpful to enlist the services of Donna Whiteman at KASB to guide them through this process. A meeting will be scheduled. A unanimous vote is required to make any changes to the agreement.

**6. Executive Session**

A. Matters Relating to Student Issues – Executive Session

* *Student support*

Motion was made by Eric Ratzloff to go into executive session at 6:52 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 resume in the board room at 7:02 p.m. Motion was seconded by Randy Boudeman and it passed 6-0. No action was taken.

B. Personnel - Executive Session

* *Administrative Salaries for 2018-19*
* *Professional Leave vs. Discretionary Leave*

Motion was made by Randy Boudeman to go into executive session at 7:02 p.m. for a period of time not to exceed twelve 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 7:14 p.m. in the board room. Motion was seconded by Mike Pitts and it passed 6-0. The meeting returned to open session at 7:14 p.m.

Motion was made by Randy Boudeman to continue the executive session at 7:14 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 7:19 p.m. in the board room. Motion was seconded by Mike Pitts and it passed 6-0. The meeting returned to open session at 7:19 p.m.

No action was taken.

###### C. Negotiations - Executive Session

* *Update on status of negotiations*

Motion was made by Eric Ratzloff to go into executive session at 7:19 p.m. for a period of time not to exceed five minutes for matters relating to employer-employee 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 7:24 p.m. in the board room. Motion was seconded by Randy Boudeman and it passed 6-0. The meeting returned to open session at 7:24 p.m.

D. Action on Items Discussed in Closed Session

Action taken:

Motion was made by Eric Ratzloff and seconded by Randy Boudeman to approve a salary increase of 3 percent each for the Director and Assistant Director for 2018-19. Motion passed 6-0.

## Adjournment

Randy Boudeman made the motion to adjourn the meeting at 7:27 p.m. Motion was seconded by Blaine Flory and it passed 6-0. The next regular board meeting will be held ***Monday, January 14, 2019, at 6:30 P.M. at the Three Lakes Educational Cooperative office in Lyndon.***

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Laura Hogelin, Board Clerk

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