

**THREE LAKES EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS MEETING
May 11, 2020**

1. Opening of Meeting

A. Call to Order

Jamie Sowers called to order the Three Lakes Educational Cooperative Board of Directors meeting at 6:30 p.m. on Monday, May 11, 2020 at the Three Lakes Cooperative office in Lyndon.

B. Roll Call

The following individuals were present:

Julie Spielman, Board representative, USD 287
Mike Pitts, Board representative, USD 420
Eric Ratzloff, Board representative, USD 421
Madison Sowers, Board representative, USD 434
Pam Masters, Board representative, USD 454
Jamie Sowers, Board representative, USD 456
Dr. Kathy Mickelson, Director
Michele Luksa, Assistant Director
Laura Hogelin, Board Clerk
Janine Henry, TLEC ECSE Integration Specialist

C. Approval of Agenda

Mike Pitts made the motion to approve the agenda as presented. Motion was seconded by Julie Spielman 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

Personnel changes were reviewed. It was noted that two of the certified new hires will not be released from their current contracts until May 13th so they will be approved pending their release.

Mike Pitts made the motion to approve the consent agenda as presented. Motion was seconded by Madison Sowers and it passed 6-0.

3. Financial Information/Discussion

A. Financial Reports

The board reviewed the three year history report of revenue and expenditures for April. At this point, categorical aid is holding at 29,800. KSDE is expected to confirm the final amount this week and Dr. Mickelson will email this information to the board. Because expenditures are up and revenue is down, Mike Pitts asked if a 5th assessment would be needed this year. Dr. Mickelson said she hoped that CARES funds would help to alleviate some of the shortfall however, we do not know the amount of funding TLEC will receive as yet. Motion was made Mike Pitts and seconded by Julie Spielman to approve the financial reports as presented. Motion passed 6-0.

4. District Consultation

A. TLEC North Remodel Updates

Blueprints for remodeling the TLEC North facility were shared and discussed. Superintendents have expressed their desire to proceed with the project. The cost will be \$35,000-45,000 and will be paid for with budgeted special project funds.

At this time, a teacher has not been hired for the Frameworks program. Dr. Mickelson indicated that students could go back to receiving services in their home districts or we could contract with Project Plus to provide services. Jamie Sowers suggested TLEC reach out to Greenbush to see if they have someone on their staff that we could contract with.

B. 2020-21 TLEC Calendar

The TLEC calendar is a compilation of the six district calendars with TLEC inservice days noted. Once again, all districts do not share the same spring break so schedule adjustments will need to be made for itinerant staff. A district wide dyslexia training is scheduled for October 12th. Madison Sowers made the motion to approve the 2020-21 TLEC calendar as presented. Motion was seconded by Pam Masters and it passed 6-0.

C. ESY Projected Staff and Costs

The projected summer ESY report was distributed and reviewed with the board. This year ESY consists mainly of speech and infant/toddler services. Dr. Mickelson will have the final ESY report next month. Motion was made by Mike Pitts and seconded by Julie Spielman to approve the preliminary ESY report as presented. Motion passed 6-0.

D. End of Year Updates

End of year check out procedures were outlined with certified staff via Zoom on Friday.

E. TLEC Office Phone Upgrade

TLEC is looking to upgrade the current office phone system to an internet based system. The bid from Giant Communications was reviewed.

Superintendents suggested TLEC may want to purchase rather than lease the phones and that information will be obtained and shared next month. This upgrade is for the TLEC office and TLEC North will be upgraded next year.

5. Superintendent/Board Member Discussion Items

A. CARES Funds

As a part of the CARES Act, federal funds will be available for distribution to school districts in June. Districts will have through September 30, 2021 to spend this money. There will be a separate allocation for special education which will be based on the categorical aid formula. TLEC will not receive these funds until July. Potential purchases using these funds are:

- *Guards and/or face shields for speech pathologists*
- *Face shields for staff working with medically fragile students*
- *Personal protective gear for Infant/Toddler staff going into homes*
- *Fogger machine for the office*

6. Executive Session

A. Matters Relating to Student Issues – Executive Session

No executive session was held.

B. Matters Relating to Personnel Issues - Executive Session

- *Director's Evaluation*
- *Classified Staff for 2020-21*
- *Retirements – Pay for Unused sick leave*

Two separate executive sessions were held.

Motion was made by Mike Pitts and seconded by Pam Masters to enter executive session with the board and administrators present at 7:37 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. During the executive session, the live streaming of this board meeting will be interrupted and will be continued when the executive session has concluded and the board returns to open session. The meeting will return to open session at 7:42 p.m. via Zoom. Motion passed 6-0. The meeting returned to open session at 7:42 p.m. Motion was made by Mike Pitts and seconded by Pam Masters to continue the executive session with the board and administrators present at 7:42 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. . During the executive session, the live streaming of this board meeting will be interrupted and will be continued when the executive session has concluded and the board returns to open session. The meeting will return to open session at 7:47 p.m. via Zoom. Motion passed 6-0. The meeting returned to open session at 7:47 p.m.

Motion was made by Mike Pitts and seconded by Madison Sowers to enter executive session with Dr. Mickelson and the board present at 7:49 p.m. for a period of time not to exceed ten 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. During the executive session, the live streaming of this board meeting will be interrupted and will be continued when the executive session has concluded and the board returns to open session. The meeting will return to open session at 7:59 p.m. via Zoom. Motion passed 6-0. The meeting returned to open session at 7:59 p.m.

C. Matters relating to Negotiations - Executive Session

- *Potential Negotiation Dates*

No executive session was held.

D. Action on Items Discussed in Closed Session

Motion was made by Eric Ratzloff and seconded by Mike Pitts to approve employment renewals for all classified staff. Motion passed 6-0.

Motion was made by Eric Ratzloff and seconded by Madison Sowers to waive the February 1st retirement notification deadline for two retiring personnel and pay for their unused sick leave. Motion passed 6-0.

Adjournment

Eric Ratzloff made the motion to adjourn the meeting at 8:03 p.m. Motion was seconded by Madison Sowers and it passed 6-0. The next regular board meeting will be held **Monday, June 8, 2020, at 6:30 P.M. at the Three Lakes Educational Cooperative office in Lyndon.**

Laura Hogelin
Laura Hogelin, Board Clerk

_____ Approved

___X___ Unapproved 5-11-20