

**THREE LAKES EDUCATION COOPERATIVE  
BOARD OF DIRECTORS MEETING  
May 10, 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 May 10, 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

**OTHERS:**

Dr. Kathy Mickelson  
Michele Luksa  
Dee Wiley

C. Approval of Agenda

Eric Ratzloff made a motion to approve the agenda. 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. Debbie Reser (Part C Teacher) has submitted a letter indicating that she will retire upon completion of contract obligations. Annika Svoboda (SLP) will be Amber Nichols' maternity substitute for the first 9 weeks of the 2021-22 school year. Certified Teacher Positions were filled in CAC grades 5 & 6,

WFEW Preschool, and OCES grades 1 & 2 (new position). Three Paraeducators were hired for the 2021-22 school year. An RBT Paraeducator for BMS (part-time), MdVC (Assignment TBD) and WFEA (Assignment TBD). One Paraeducator was hired as a transportation aide who will also work in OAC while not in the vehicle with the student.

Three Paraeducators have resigned from their current position, five Paraeducators have indicated that they do not intend to return for the 2021-22 school year. We have received two Certified Teacher resignations upon completion of the 2020-21 school year.

Administration presented the BOD with current open positions and the need of urgency/ order of trying to fill openings. Critical openings are: WFEA grades 3-5, SLP Burlingame & Osage City (Contracting agencies have been contacted.), OAC grades 2-3. Need to fill are: Autism Specialist and Autism Instructional support (new positions). There is one Certified Teacher that was previously hired and the current assignment is still TBD. Open- not critical are: Preschool Mentor (new position) & SFT preschool.

The new position at OCES will qualify for ESSER II funds use with the justification of reducing class sizes/ caseloads.

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 presented and the board reviewed the three-year history report of revenue and expenditures for May. Revenue and expenditures were both down slightly. A student has moved into our area who is currently attending Lakemary Academy for services. TLEC is responsible for this tuition which will increase expenditures by approximately \$80,000 for next year. Observations will be conducted and data collected in hopes that the student can be transitioned to services within the member district at some point in the future.

### **4. District Consultation**

A. The district calendars are being compiled and the TLEC calendar will be presented at the June BOD meeting.

B. Expected ESY services and costs were presented by district. Due to COVID-19, ESY services have greatly increased. TLEC ESY services will follow individual district's summer school plans. Member districts are responsible for transportation costs which are reimbursable at 80%.

C. TLEC, KDHE, & the LICC have begun the process of removing TLEC as the Lead & Fiscal agency host for the infant toddler program. Two meetings were held for public comment on the matter 5/10/21 virtually.

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

A. New requirements for using ESSER II for HVAC related costs, and paraeducator stipends were discussed.

B. TLEC Certified Staff who coach were discussed. Those staff members are frequently absent during the season(s) they are coaching which is causing issues with service delivery. Paraeducators are being pulled from their assignment to cover Certified Staff during these periods. TLEC Admin has asked that Professional Leave requests be filled out at the beginning of the school year once sports are scheduled, so that substitutes can be found early so that coverage isn't an issue, and Paraeducators aren't pulled from their needed duties..

**6. Executive Session**

A. Matters Relating to Student Issues- Executive Session

*No Executive Session-*

B. Matters Relating to Personnel Issues- Executive Session

*Paraeducator List (Returning vs. Not Returning)-*

Motion was made by Eric Ratzloff and seconded by Brandi Shaffer to enter executive session with the board and administrators present beginning at 7:03 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 7:08 p.m. in the TLEC board room. The meeting returned to open session at 7:08 p.m.

C. Matters Relating to Negotiations- Executive Session

*No Executive Session-*

D. Action on Items Discussed in Closed Session-

Eric Ratzloff motioned to renew employment offers to Paraeducators as discussed. The motion was seconded by Julie Spielman, and passed unanimously.

**Adjournment**

Madison Sowers motioned to adjourn the meeting at 7:19 p.m. Motion was seconded by Julie Spielman, and it passed unanimously. The next regular board meeting will be held Monday June 14, 2021 at 6:30 p.m. at the Three Lakes Education Cooperative office in Lyndon.