

**THREE LAKES EDUCATION COOPERATIVE
BOARD OF DIRECTORS MEETING
May 9, 2022**

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 9, 2022 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:

Dr. Kathy Mickelson
Michele Luksa
Caroline Green (Incoming Director)
Dee Wiley

C. Approval of Agenda

Eric Ratzloff made a motion to approve the agenda as presented. Motion was seconded by Madison Sowers 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 Register/Payables were reviewed.

- Personnel changes were presented, TLEC has hired one paraeducator. Rick Smith has decided to return for the 1st semester of 2022-23 as co-principal at the Frameworks program. This will facilitate a smooth transition and continuing success for the program.

Two certified teachers have resigned upon the conclusion of the current school year. Three paraeducators have resigned effective this month, and two have indicated that they do not intend to return for the 2022-23 school year.

Eric Ratzloff made a motion to approve the consent agenda as presented. Motion was seconded by Julie Spielman and passed unanimously.

3. Financial Information/Discussion

- A. Financial reports were reviewed. Revenue was slightly higher than previous years. Expenses were also higher due mostly to the 2021-22 salary increases. The overall financial accounts remain in good shape as we are reaching the end of the fiscal year.

4. District Consultation

- A. The 2022-23 TLEC calendar was presented for BOD approval, knowing that the calendar may be revised due to district calendar changes.

Madison Sowers made a motion to approve the TLEC calendar as presented. The motion was seconded by Eric Ratzloff and passed unanimously.

- B. The 2022-23 Webkidss contract was presented for approval.

Julie Spielman made a motion to approve the 2022-23 contract with Webkidss as presented. The motion was seconded by Madison Sowers and passed unanimously.

- C. The Extended School Year (ESY) draft proposal was presented to the BOD for approval. As the IEPs for the school year draw to a close, there could be some minor additions. Administrators don't foresee any major changes.

Madison Sowers made a motion to approve the draft ESY proposal. The motion was seconded by Julie Spielman and passed unanimously.

- D. TLEC presented a proposal to the BOD for approval for 12 month office staff, that changes current policy to allow the rollover of (5) vacation days with any balance left above that rolling over to sick leave each year.

Pam Masters made a motion to approve a change to TLEC policy allowing the rollover of (5) vacation days on a one time basis (2021-22). Policy will be changed effective in the 2022-23 term to state: Vacation leave *MUST* be used on a yearly basis or it will be lost. The motion was seconded by Greg McCurdy and passed unanimously.

- E. KASB has offered to facilitate a “Short Term Goals and Expectations” meeting between the BOD and Caroline Green (incoming Director). This session would allow, as a team, review of current coop goals and outline expectations for the new executive director and board of directors. The BOD, and Caroline Green (incoming Director) have decided to explore dates for this meeting to take place.

5. Superintendent/Board Member Discussion Items

- A. Remaining ESSER funds and TLEC positions funded by ESSER funds were presented. TLEC will have ESSER funds available to fund the Certified Teacher, Social Worker, and Autism Instructional Aide with remaining funds for the next two years.
- B. A quote for the combined replacement of the large AC unit in the TLEC office and repair of the unit in the annex by Modern air, with whom we have a discount contract, was presented.

A quote for the replacement of the wooden ramp connected to the annex with an aluminum ramp by EZ-ACCESS was presented for approval. It was determined TLEC will look for a second quote from another company.

Madison Sowers made a motion to approve the quote from Modern Air for repair/replacement of AC units at the TLEC office as presented. The motion was seconded by Todd Peterson and passed unanimously.

6. Executive Session

- A. Matters Relating to Student Issues- Executive Session

Mediation Update-

Motion was made by Eric Ratzloff and seconded by Madison Sowers and passed unanimously to enter executive session with the board, administrators, and Caroline Green present beginning at 7:20 p.m. for a period of time not to exceed five minutes for the matters relating to Student Issues. Justification of the executive session is for matters relating to actions adversely or favorably affecting a student(s). The meeting will return to open session at 7:25 p.m. in the TLEC board room. The meeting returned to open session at 7:25 p.m.

Motion was made by Eric Ratzloff and seconded by Pam Masters and passed unanimously to continue the executive session an additional five minutes at 7:20 p.m. for the purpose of discussing matters relating to Student Issues. The meeting will return to open session at 7:30 p.m. The meeting returned to open session at 7:30 p.m.

B. Matters Relating to Personnel Issues- Executive Session

-BCBS Rates

-Classified Salary Increases 2022-23

-Premium Pay

Motion was made by Eric Ratzloff and seconded by Todd Peterson to enter executive session with the board and administrators present beginning at 7:31 p.m. for a period of time not to exceed fifteen 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 7:46 p.m. in the TLEC boardroom. The meeting returned to open session at 7:46 p.m.

Motion was made by Eric Ratzloff and seconded by Greg McCurdy and passed unanimously to continue the executive session an additional 10 minutes at 7:46 p.m. for the purpose of discussing matters relating to Personnel. The meeting will return to open session at 7:56 p.m. The meeting returned to open session at 7:56 p.m.

Motion was made by Eric Ratzloff and seconded by Madison Sowers and passed unanimously to continue the executive session an additional ten minutes at 7:56 p.m. for the purpose of discussing matters relating to Personnel. The meeting will return to open session at 8:06 p.m. The meeting returned to open session at 8:06 p.m.

Motion was made by Eric Ratzloff and seconded by Madison Sowers and passed unanimously to continue the executive session an additional five minutes at 8:06 p.m. for the purpose of discussing matters relating to Personnel. The meeting will return to open session at 8:11 p.m. The meeting returned to open session at 8:11 p.m.

C. Matters Relating to Negotiations- Executive Session

-Negotiation Meeting Dates

The BOD decided not to enter an executive session to discuss this topic. The date of May 23, 2022 was chosen from the list of dates offered by AFT.

D. Action on Items Discussed in Closed Session-

Eric Ratzloff made a motion to increase the paraeducators' wages as recommended. The motion was seconded by Madison Sowers and passed unanimously.

Eric Ratzloff made a motion to increase the office staff wages as recommended. The motion was seconded by Madison Sowers and passed unanimously.

Eric Ratzloff made a motion to increase the assistant directors' wages as recommended. The motion was seconded by Pam Masters and passed unanimously.

Adjournment

Todd Peterson motioned to adjourn the meeting at 8:25 p.m. Motion was seconded by Greg McCurdy and it passed unanimously. The next regular board meeting will be held Monday June 13, 2022 at 6:30 p.m. at the Three Lakes Education Cooperative office in Lyndon.