

**THREE LAKES EDUCATION COOPERATIVE
BOARD OF DIRECTORS MEETING
November 11, 2024**

1. Opening of Meeting

A. Call to Order

Jamie Bowman called to order the Three Lakes Educational Cooperative Board of Directors meeting at 6:30 p.m. on Monday November 11, 2024 at the Three Lakes Educational Center conference room.

B. Roll Call

The following individuals were present:

BOARD MEMBERS

Ryan Sink
Jim Lohmeyer
Jennifer Hamlet
Tanner Black
Jamie Bowman
Eric Struttman

OTHERS:

Caroline Green, Director
Michelle Heiman, Assistant Director
Dee Wiley, Board Clerk

C. Approval of Agenda

Jamie Bowman made a motion to approve the agenda as presented. Motion was seconded by Jim Lohmeyer 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

Jamie Bowman made a motion to approve the consent agenda as presented. Motion was seconded by Jim Lohmeyer and passed unanimously.

3. Public Comment

- *No public comment*

4. Financial Information/Discussion

- A. Financials were presented. Expenses are higher than the prior year due to the shift in the pay schedule, moving the first contract payment of the year (for majority of the staff) from September 15 to August 31. Looking at figures, if the 10/31/24 payroll is removed (Wages that were previously paid in November) expenses are comparable with prior years. Revenue continues to remain a concern. Cash balances continue to lag due to the lower beginning cash reserves for FY25. Additional Paraeducator election of insurance, additional Paras added to the staff as well any recoupment of contingency funds as determined by the Superintendents and BOD could be contributing factors to a 5th Assessment.

5. District Consultation

- A. A draft policy for a Coop-District process for handling the payment of blended OT rates to shared employees was presented for BOD approval. TLEC has shared the draft proposal with district payroll personnel for feedback. KASB cited the Kansas Wage and Payment Act.

The BOD has decided to table the topic until the December meeting to allow discussion as well as opinions from district payroll personnel.

- B. An increase to the long term substitute rate to \$175/day or if fully SPED certified, the current base daily rate of pay, was presented to the BOD for approval.

Motion was made by Jamie Bowman to approve the long term substitute rate as presented. Motion was seconded by Jennifer Hamlet and passed unanimously.

- C. The first quarterly TLEC Leadership meeting was held in October. Topics included continuance of the coop-wide PD in the future as well as committee development to review Evaluation tool options.
- D. TLEC is exploring options for a new timeclock system, with possible implementation in FY26 and will bring more information in following meetings.

- E. The Thrasher Foundation inspection and quote for foundation repair at the TLEC office was presented to the BOD. Total cost for the project was approximately \$110,000. The BOD requested information pertaining to the most recent appraisal of the facility. Projected cost was at a level that would require additional bids prior to final BOD approval. Office maintenance currently has a budget line of \$30,000. The BOD decided to table this item at this time.

6. Superintendents'/Board Member Discussion Items

- A. Draft information regarding Specialized Programs throughout the coop was presented to the BOD. A final proposal will be presented to the BOD in February.
- B. TLEC administration posed the topic of having a coop-wide PD day in October 2025. There were over 200 responses to the post PD survey with a 90% positive response rate. Superintendent feedback suggested symposium style events as an option in the future. Consensus was that a national speaker would be utilized on a every other year basis. Suggestions regarding a staff survey for requested topics were relayed to the TLEC administration.
- C. The TLEC Reading and Writing committees will be reconvening to review curriculum options. A schedule for committee review of each area of curriculum was presented.
- D. 5 of the 6 member districts are completing scheduled Gifted/IDEA reviews. Out of that 5, 3 (420,454,456) will need a DCAP and those are underway, and will be submitted by the deadline.
- E. The KSDE- PCA (SPED) Audit was completed in September, and TLEC showed no issues.
- F. A member district inquired about the possibility of TLEC purchasing the uPAR digital component for speech to text. Licenses are \$6.50/student with a minimum purchase of 150 licenses. Currently TLEC doesn't have the numbers to necessitate this purchase.

8. Executive Session

A. Matters Relating to Student Matters- Executive Session

-No Matters-

B. Matters Relating to Personnel Matters- Executive Session

-Personnel Changes

-Atchison Extended Contract

Motion was made by Jamie Bowman and seconded by Jennifer Hamlet, to enter executive session with the board and administrators present beginning at 6:58 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 7:03 p.m. in the TLEC boardroom. The meeting returned to open session at 7:03 p.m

Motion was made by Jamie Bowman and seconded by Eric Struttman, and passed unanimously to continue the executive session an additional five minutes at 7:03 p.m. for the purpose of discussing matters relating to personnel. The meeting will return to open session at 7:08 p.m. The meeting returned to open session at 7:08 p.m.

C. Matters Relating to Negotiations- Executive Session

-No Issues

D. Action on Items Discussed in Closed Session-

Jamie Bowman made a motion to approve personnel changes as presented. The motion was seconded by Jennifer Hamlet, and passed unanimously.

Jamie Bowman made a motion to approve an extended contract for Josh Atchison, as presented. The motion was seconded by Eric Struttman, and passed unanimously.

Jamie Bowman made a motion to waive liquidated damages for Drake Whalen. The motion was seconded by Eric Struttman, and passed unanimously.

Adjournment

Jamie Bowman motioned to adjourn the meeting at 7:18 p.m. Motion was seconded by Ryan Sink and it passed unanimously. The next regular board meeting will be held Monday December 9, 2024 at 6:30 p.m. at the Three Lakes Educational Coop Boardroom.