Board of Director's Meeting Minutes

Monday, September 8, 2025 at 6:30 PM
Three Lakes Ed Coop Boardroom

1. Opening of Meeting

A. Call to Order

B. Roll Call

Roll Call - July 2025.pdf

All BOD members were in attendance.

Interim Director- Kathy Mickelson

Assistant Director- Michelle Heiman

Board Clerk- Dee Wiley

Public- Roxanne Wendt

C. Approval of Agenda

Motion to approve the agenda, as presented.

Moved by: Jamie Bowman
Seconded by: Jamie Sowers

Passed Unanimously

2. Consent Agenda

A. Approval of Minutes

Board of Director's Meeting - Aug 11 2025 - Minutes - Html

B. Approval of Warrant Register/Payables

CheckRegisterSept2025pdf.pdf

C. Approval of PDC Plans and Points

September 2025 PDP Approval.pdf

D. Approval of Consent Agenda

Motion to approve the consent agenda items A-D, as presented.

Moved by: Jamie Bowman
Seconded by: Jim Lohmeyer

Passed Unanimously

3. Public Comment

4. Financial Information/Discussion

A. FY26 YTD Revenue & Expenses Overview - Sheet1.pdf

3 YR Rev Exp Sheet 2025-26 - August.pdf

AUGUST 2025 TREASURER'S REPORT.pdf

ActivityFundBalanceReportAug2025.pdf

Financial reports were reviewed. Currently revenue and expenses are on track as estimated and cash reserves are healthy. 3 of 6 September local assessments have been received to date.

5. District Consultation

A. TLERC Floor Replacement

burlingame 2025-2.pdf

Due to necessity, carpet flooring in one room of the Lakeside program was removed and replaced with laminate material.

6. Superintendents'/Board Member Discussion Items

A. Fall Principals Meeting

The Fall-Principals Meeting is scheduled for 9/15/25 - 9 - 11:30 a.m. Items on the agenda include- Formal Complaint Processes (Dr. Krista Grimwood), Data Collection (Brooke Markey), and the gifted facilitators (Kelly DeWeese and Diane Vaughn) will be speaking about increasing gifted services throughout the coop, especially in elementary schools.

B. 434 Fiscal File Review

USD 434 will complete a Federal Fiscal File review this year. TLEC will offer guidance upon request, to any questions that pertain to IDEA funds.

C. Waiver/Licensure Process Information

SPED Waiver, Provisional, & Licensure Process.pdf

The waiver and provisional license process overview was presented. There is a potential for staff to remain in the process up to 7 years before attaining a professional license.

All requirements of the wavier or provisional license must be completed in addition to teaching for TLEC full time. Currently there are 11 staff members in various stages of the waiver or provisional process.

D. Staffing Discussion

9_8_2025 Caseload Information (2).pdf

The caseload document was presented. There are approximately 714 IEPs coopwide.

7. Executive Session

A. Matters Relating to Student Issues Executive Session

No Student Issue Executive Items

B. Matters Relating to Personnel Issues Executive Session

Personnel Changes- 2025-26 - September.pdf

Motion to enter executive session at 6:50 p.m. with the board, administration, and Marcy Cassidy present, for a period of fifteen minutes to discuss matters 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 7:05 p.m.

Moved by: Jamie Bowman
Seconded by: Jamie Sowers

Passed Unanimously

The meeting returned to open session at 7:05 p.m.

Motion to to continue the executive session an additional ten minutes at 7:05 p.m. with Marcy Cassidy, Michelle Heiman and Kathy Mickelson present, for the purpose of discussing matters relating to personnel. The meeting will return to open session at 7:15 p.m.

Moved by: Jamie Bowman
Seconded by: Julie Spielman

Passed Unanimously

The meeting returned to open session at 7:15 p.m.

C. Matters Relating to Negotiations Executive Session
-Negotiations Update

Motion for the board go into executive session for a period of ten minutes with the board, administration, and Marcy Cassidy present, to discuss matters related to employer/employee negotiations. Justification of the executive session is to protect the privacy interests of the cooperatives right to the confidentiality of it's negotiating position and the public's interest. The meeting will return to open session at 7:26 in the boardroom.

Moved by: Jamie Bowman
Seconded by: Jamie Sowers

Passed Unanimously

The meeting returned to open session at 7:26 p.m.

Motion for the board to continue the executive session for a period of of five minutes with administration and Marcy

Cassidy present, to discuss matters 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 7:31 p.m. in the boardroom.

Moved by: Jamie Bowman
Seconded by: Jamie Sowers

Passed Unanimously

The meeting returned to open session at 7:31 p.m.

Motion for the board to continue the executive session for a period of of three minutes with administration and Marcy Cassidy present, to discuss matters 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 7:34 p.m. in the boardroom.

Moved by: Jamie Bowman
Seconded by: Julie Spielman

Passed Unanimously

The meeting returned to open session at 7:34 p.m.

D. Action on Items Discussed in Closed Session

Motion to approve the personnel changes, as presented.

Moved by: Jamie Bowman
Seconded by: Jamie Sowers

Passed Unanimously

Motion to approve the Intent to Terminate an Employee letter, as presented.

Moved by: Jamie Bowman
Seconded by: Julie Spielman

Passed Unanimously

8. Closing of Meeting

Motion to adjourn the meeting.

Moved by: Jamie Bowman
Seconded by: Jim Lohmeyer

Passed Unanimously

A. Adjournment