

MINUTES OF THIS MEETING HAVE NOT BEEN APPROVED

**MINNESOTA VALLEY EDUCATION DISTRICT
BOARD MEETING MINUTES**

TUESDAY, DECEMBER 13, 2022

6:30 PM

MVED DISTRICT OFFICE, 801 DAVIS STREET, SAINT PETER, MN

In attendance at the meeting were the following Board Members: Karson Duncanson, Steve Cross, Tracy Stuewe, Ashley Black, Nancy Heldberg (arrived at 6:57), and Linda Leiding (arrived at 6:58). Board Members Absent: Jillian Cousins. Also in attendance were Director of Administrative Services/MVED Principal Tamara Engel, Director of Special Education Sara McMonagle, Supervising Superintendent Bill Gronseth, MVED Business Manager Megan Gracia, MVED EA Vice President Jacki Madden, Administrative Assistant Amy Leonard, and members of the public.

Vice Chair Cross called the meeting to order at 6:40 pm

Approval of Agenda: (Stuewe/Duncanson, unanimous)

Consider Requests to Speak on the Agenda: none

Approval of Consent Agenda Items: (Stuewe/Black, unanimous)

- A. Approval of the Regular Board Meeting Minutes of August 16, 2022.
- B. Approval of Bills and Wire Payments for August and September 2022 (\$1,040,293.93) and Bills and Wire Payments for October and November 2022 (\$679,246.18).
- C. Personnel
 1. Acceptance of the resignation of Wylie Rollings, Paraprofessional, effective August 26, 2022.
 2. Acceptance of the resignation of Tanner Nadeau, Paraprofessional, effective August 4, 2022.
 3. Acceptance of the resignation of Lisa Speikers, Paraprofessional, effective September 16, 2022.
 4. Acceptance of the resignation of JoHanna Koeppel, Paraprofessional, effective September 16, 2022.
 5. Acceptance of the resignation of Emily Fadness, Paraprofessional, effective September 16, 2022.
 6. Acceptance of the resignation of Norma Mlaker, Paraprofessional, effective October 31, 2022.
 7. Acceptance of the resignation of Kayla Kearney, Paraprofessional, effective November 23, 2022.
 8. Acceptance of the resignation of Jessica Poyzer, Paraprofessional, effective December 5, 2022.
 9. Approval of the hiring of Brandi Winsor, Paraprofessional, effective August 22, 2022.

10. Approval of the hiring of JoHanna Koeppel, Paraprofessional, effective September 7, 2022.
 11. Approval of the hiring of Jamie Malecha, Paraprofessional, effective September 12, 2022.
 12. Approval of the hiring of Chelsie Short, Paraprofessional, effective September 14, 2022.
 13. Approval of the hiring of Amanda Nusser, Paraprofessional, effective November 28, 2022.
 14. Approval of the hiring of Lornah Nyagwaya, Mental Health Practitioner/ Social Worker, effective November 15, 2022.
 15. Approval of the hiring of Beth Krause, Case Facilitator, effective November 15, 2022.
 16. Approval of Family and Medical Leave for Norma Mlaker, Paraprofessional, starting September 6, 2022.
 17. Approval of Family and Medical Leave for Whitney McCabe, Paraprofessional, starting October 11, 2022.
 18. Approval of Family and Medical Leave for Jeanne Madsen, Special Education Teacher, effective January 25, 2023 through March 10, 2023.
- D. Contracts/Agreements
1. Approval of Purchase of Service Agreement between Nicollet County and MVED for the provision of School Health Services for the 2022-2023 school year.
 2. Approval of renewal of Contracted Service Agreement allowing MVED to provide Teacher of Deaf/Hard of Hearing services for Janesville-Waldorf-Pemberton Public Schools for the 2022-2023 school year.
 3. Approval of The Spirit of Agreement/Staffing Agreement with Express Employment Professionals for the provision of Temporary Paraprofessionals.
 4. Approval of Service Agreement between South Central Service cooperative and MVED for the provision of Vision, Audiology, and Orientation and Mobility services for the 2022-2023 school year.
 5. Approval of Contracted Service Agreement allowing MVED to provide as-needed Birth to Three Teacher Services for River Bend Education District for the 2022-2023 school year.
 6. Approval of revised Contracted Service Agreement allowing MVED to provide Teacher of Deaf/Hard of Hearing services for Mankato Public Schools for the 2022-2023 school year.
 7. Approval of revised Contracted Service Agreement allowing MVED to provide Teacher of Deaf/Hard of Hearing services for Southern Plains Education Cooperative for the 2022-2023 school year.
- E. Approval of Memorandums of Understanding from Saint Peter Public School District for 2022-2023 for the following:
1. Lease of space in the 801 Davis Street building for MVED programs.
 2. Lease of space in the North Elementary building for the elementary Minnesota River School program.

3. Lease of space in the North Elementary building for the Minnesota Prairie School program.
4. Lease of space in Saint Peter Middle School for the secondary (Grades 5-8) Minnesota River School program.
5. Lease of space in Saint Peter Middle School for the PAES Lab.
6. Lease of space in Saint Peter High School for the secondary (Grades 9-12) Minnesota River School program.
7. Contracted Technology Services, Insurance Support, & Lunch Support by the Saint Peter Public School District to the Minnesota Valley Education District.

F. Approval of Items Declared as Obsolete/No Longer Useable.

Approval of Assurance of Compliance and Mandated Reporting: Motion to approve Assurance of Compliance and Mandated Reporting for 2022-2023. (Cousins/Stuewe, unanimous)

Strike Policy 808 from List of Policies: Motion to amend list of policies for second reading and approval by striking policy 808 - COVID-19 Face Covering Policy from the list. (Duncanson/Stuewe, unanimous)

Second Reading and Approval of Revised Policies: 410 - Family & Medical Leave Policy; 413 - Harassment and Violence; 414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse; 415 - Mandated Reporting of Maltreatment of Vulnerable Adults; 506 - Student Discipline; 514 - Bullying Prevention Policy; 522 - Student Sex Nondiscrimination (Title IX); 616 - School District System Accountability; and 806 - Crisis Management Policy and New Policy: 706 - Acceptance of Gifts: Motion to approve revised and new policies as presented. (Duncanson/Cross, unanimous)

Adoption of Resolution to Accept a Donation: Motion to adopt the resolution to accept donation of 500 TOPS time cards and AMANO PIX-55 time clock from Steve Helmstetter. (Duncanson/Black) AYE: Stuewe, Black, Cross, Duncanson. NO: none.

Approval of Transportation Stipend: Motion to approve annual transportation stipend of \$1500. (Stuewe/Duncanson, unanimous)

Approval of Paraprofessional Finder's Fee: Motion to approve awarding a \$250 Finder's Fee to any MVED employee to refer a candidate resulting in a successful paraprofessional hire (employed for at least 2 months with an 80% attendance rate) for the 2022-2023 school year. (Duncanson/Black, unanimous)

Board Member Heldberg arrived (6:57 pm) and Board Member Leiding arrived (6:58 pm).

The meeting resumed with Chair Heldberg now presiding.

Approval of Paraprofessional Sign-On Bonus: Motion to approve a \$500 Sign-On Bonus to any paraprofessional hired and employed at MVED for at least 2 months with an 80% attendance rate for the 2022-2023 school year. (Duncanson/Cross, unanimous)

Approval of Memorandum of Understanding with MVED Teachers' Association: Motion to approve Memorandum of Understanding with MVED Teachers' Association regarding a pilot program for a full-time substitute teacher. (Duncanson/Black, unanimous)

Approval of Memorandum of Understanding with MVED Teachers' Association: Motion to approve Memorandum of Understanding with MVED Teachers' Association regarding paying teachers to sub during their prep time. (Duncanson/Leiding, unanimous)

Approval of Adjusted Administrative Structure: Motion to approve adjusted MVED administrative structure. (Duncanson/Stuewe, unanimous)

Approval of Executive Director of Special Education Contract: Motion to approve the Executive Director of Special Education Contract beginning January 1, 2023 through the 2023-2024 school year. (Black/Duncanson, unanimous)

First Reading of Policy Revisions to the Policy Manual

The Policy Committee has completed the second and third cycles of the 2022-2023 Policy Review Plan focusing on policies that changed due to legislative and statutory changes and those policies in the 4-year review cycle. These updated policies were presented for a first reading: Policy 208 - Development, Adoption, and Implementation of Policies; Policy 417 - Chemical Use and Abuse; Policy 418 - Drug-Free Workplace/ Drug-Free School; Policy 515 - Protection and Privacy of Pupil Records; Policy 516 - Student Medication; Policy 524 - Internet Acceptable Use and Safety Policy; Policy 601 - School District Curriculum and Instruction Goals; Policy 603 - Curriculum Development; Policy 612.1 - Development of Parent and Family Engagement Policies for Title I Programs; Policy 620 - Credit for Learning; Policy 630 - Telemedicine; Policy 709 - Student Transportation Safety Policy; Policy 721 - Uniform Grant Guidance Policy Regarding Federal Revenue Sources; and Policy 722 - Public Data and Data Subject Requests. These policies will be presented as an Action Item at the February Board Meeting.

Big Rocks for 2022-2023

Big Rocks for 2022-2023 were reviewed. The big rocks include Professional Development, High-Quality Programs/Services, and Expansion Needs.

LSH District Leaving MVED

The Le Sueur-Henderson district has given notification that they intend to leave the Minnesota Valley Education District at the end of the 2022-2023 school year.

Director of Administrative Services/MVED Principal Report

Director of Administrative Services/MVED Principal Tamara Engel reported that there are 35 students now attending MVS with 5 of them currently in the transition process. She

also updated the board that the Case Facilitator opening has been filled. Beth Krause has been hired to work 3 days per week in this position.

Special Education Director Report

Special Education Director Sara McMonagle reported that the Level 3 classroom currently has 4 students attending. She informed the board that a Referral Team has been created to meet monthly to help find the best fitting program for students that might be coming to MVED. She also talked about the creation of a special education website where she and the coordinators can provide special education information and updates to all MVED districts (<https://sites.google.com/mnved.org/mvedresources>). The para onboarding process was highlighted.

Supervising Superintendent Report

Supervising Superintendent Bill Gronseth alerted the board to a couple of important dates. The legislative session begins on January 3rd and the MSBA conference is coming up in January as well.

Future meetings:

Tuesday	February 14, 2023	MVED District Office	6:30 PM
Tuesday	April 11, 2023	MVED District Office	6:30 PM

The meeting was adjourned at 8:01 pm (Black/Cross).

Tracy Stuewe (MVED Board of Directors Clerk)

Date