

Paul Bunyan Education Cooperative
EXECUTIVE BOARD MINUTES
Friday, February 2, 2018
11 am – 1:15 pm

The Paul Bunyan Education Cooperative (PBEC) Executive Board met on Friday, February 2, 2018, 11 am – 1:15 pm at Washington Educational Services Building, Brainerd.

Present: Chris Lindholm, Laine Larson, Jamie Skjeveland, Dave Endicott, Mike Malmberg, Heidi Hahn and Kim Huether. **Guests:** Karla Nesheim, PBEC Business Manager and Julie Domino, Early Childhood Coordinator

Absent: Brad Kelvington

A motion was made to approve the Agenda and the December 8, 2017 minutes. Second and Carried.

Budget:

Karla Nesheim, PBEC Business Manager distributed the budget summary sheet tracking the original budget from June 2017 to the proposed revised budget. Karla shared that revision to the budget needed to be made due to not knowing the actual dollar amount of revenue when budgeting in June. There was a slight increase in expenditures of about \$45000 from the June 2017 budget due to staff development and medical leaves that had to be covered by retired staff. The PBEC will continue to be frugal. Karla and Heidi will schedule meetings or email business managers this spring to discuss projection of budgets. They will also meet again in the fall with business managers. There may be a new funding formula proposed in 2019. After discussion and review, a motion was made to approve the February 2018 Revised Budget. Second and Carried.

An update on fiscal audits was shared: several of the co-op districts are done; others are close after a 1-½ year process.

Federal money cannot be used to purchase food for meetings and trainings. Guidance to districts is that if it is necessary to have food one needs to justify in the meeting/training agenda that staff cannot break away.

Viewpoint:

Discussion was held on whether or not to continue with Viewpoint. The PBEC pays for 80% of the cost at about \$29,600. Districts pay 20%. How effective, is it being used and is it worth the cost? Discussion points included:

- Viewpoint is good at the administrative level, but more cumbersome at the teacher level of usage.
- Pillager is using it and would like to continue, stating that it is good for data input for STAR, MCA, etc. .
- No fees from region for training.
- Pine River-Backus is entering data, but not using to the full extent.
- Look at a shift of paying from CEIS dollars to elsewhere in budget to avoid cumbersome reporting
- There may be future programming from NJPA that would be a good alternative
- Consensus was to stick with Viewpoint for now

Early Childhood Placement – MDE Memo:

A memo from the MN Department of Education was included in the meeting packet. Julie Domino was present for questions and discussion. The memo stated that the calculation of aid for special ed contracted student placements will be changing. This will affect Pillager, Aitkin and Brainerd districts. As an example, Brainerd paid approximately \$87000 to buy placements in classrooms from Community Ed and was able to get about one-half of that cost back. This will no longer be an option. Alternatives are being discussed on how best to deal with this change.

PELSB – PROFESSIONAL EDUCATORS LICENSING AND STANDARDS AND BOARD

Heidi was appointed by Governor Dayton to serve on the PELSB Board. The committee has met fifteen times since last summer with the first official meeting on January 9 at MDE. On March 2, a law judge will approve or disallow the work that has been done due to a possible conflict with the Rule Making Process. If their work thus far is denied in means another 12-18 month process with no licensing system in place for the state beginning in July.

Staffing Update – Physical Therapist:

Barb Flynn McColgan, Physical Therapist will be retiring in October 2018. Three candidates interviewed for the position with a follow-up interview for two of them. An offer will be extended today. Heidi felt all three were phenomenal candidates.

Brandon Project Update:

Lakeland News did a news piece on the Brandon Project. The video was played for the Board. “The Brandon Project” is a grant program that teams local resorts with students with disabilities ages 18 to 21 to offer employment. Job skills are being taught in the classroom. Students are learning, training and practicing skills such as food preparation, housekeeping, and laundering. They will be ready and able to interview in May. Transportation and job coaching have been barriers in the past. Two vehicles have been purchased and staff is in place for coaching. Human Resources at Craguns and Ruttgers have been actively involved, very committed and excited to make this work. The grant lasts two years, after which time the resorts will take over. The resorts are hoping to employ 15 this year, 30 next year. NJPA has partnered with this grant. A focus group has met for two years in the planning and writing of the grant.

NEW BUSINESS:

Child Count 2017: A summary of the December 1 Child Count data was included in the meeting packet. This report reflects the number of unduplicated special education students in each district, which triggers federal dollars received.

Principals Institute: The PBEC will be offering training to all principals in the co-op on April 4, 12:30-3:30 giving them an opportunity to hear information on custody issues, discipline and transportation. Information and registration will be emailed to all principals. Professional Development CEU's will be available and lunch served.

Next Meetings:

Board of Delegates – April 27, 2018, noon – 1:30 with focus on budget
Executive Board – June 8, 2018, 11 am – 2 pm, Site to be determined

Meeting Adjourned 1:15 pm

Handouts: Agenda, Dec. 8 2017 Minutes, Budget FY18, Student Placements Memo from MDE, School Readiness, 2017 Child Count