

Paul Bunyan Education Cooperative
EXECUTIVE BOARD MINUTES
Friday, February 7, 2020 12:00 -1:30 pm

The Paul Bunyan Education Cooperative (PBEC) Executive Board met on Friday, February 7, 2020 at 12 pm in the Washington Educational Services Building (WESB) in Brainerd.

Present: Chris Lindholm, Dave Endicott, Mike Malmberg, Dan Stifter, Laine Larson, Jennifer Johnson, Kim Huether, Karla Nesheim

Absent: Jamie Skjeveland

Jen Johnson called the meeting to order.

A motion was made to approve the February 7, 2020 agenda and the minutes from December 12, 2019. Second. All present voted in favor thereof. Motion carried.

Budget: Karla Nesheim presented the projected budget that was approved last June, 2019 along with the revised budget which is proposed for approval at this meeting. A summary document was distributed. There are three main federal programs addressing different age groups. Main items affecting the budget include Bonnie Henningson's retirement with the position not being filled, along with less contract time from Margaret Knebel. Starting in 2019 charter schools received their own federal funds directly. The PBEC is invoicing them for services. The FGRBI grant has been renamed to EQUIP. This is a five year grant with set amounts of funds, which is in Year 2. A motion was made to approve the budget. Second. All present voted in favor thereof. Motion carried.

Director Evaluation Rubric:

The superintendents will meet privately after the meeting to discuss.

Child Count 2019:

Jen presented the 2019 Child Count information for the PBEC - current year and 2015-2019 comparisons. SLD numbers continue to climb. To address that increase it was suggested to look at core curriculum and multi tiered systems supports. The DD numbers continue to explode due to outreach measures and early identification. All districts are facing space issues due to growth. There is a need for increased school readiness programming and voluntary pre-k programming. Jen is monitoring the possibility that the TCC(Headstart) grant may not be renewed. This could potentially completely change use/ access and significantly impact numbers in Crow Wing County schools. Jen will be presenting the child count summary to the Brainerd School Board. If other boards would like to hear this information, superintendents should contact Jen.

Staffing Discussion: Discussion was held regarding a staffing plan for both certified and non certified staff that assesses and identifies the needs of the districts. This weighted calculation based on federal settings is a less

time consuming way for the PBEC Staff to determine staffing needs with basically the same results when comparing to the old formula. Jen has spent a lot of time researching and has had discussions with other directors at the regional director's meeting.

Non Certified Staffing Discussion: SLD students should not be included in the analysis because they do not need paras. Pulling SLD out of the formula, the basic numbers of paras to students for settings 1 and 2 are:

- Elementary 1 para for 10 students
- Mid Level 1 para for 14 students
- High School 1 para for 16 students.

The goal would be to make this shift over a three year plan.

- Year 1 (2020-2021) Focus: Professional Learning
- Year 2 (2021-2022) Focus: Internal Processes
- Year 3 (2022-2023) Focus: Full Implementation

In order for this plan to be implemented it is vital to educate principals, teachers (both special education and regular education) and paras. There needs to be a shift in the culture to avoid teaching learned helplessness to students. How to best convey this to staff will need to be explored. One suggestion was to have a "principal's day" before school to deliver the same message to all. There was another suggestion to attend the Sourcewell training in June and to have a breakout session just for the PBEC principals and leadership team. The dates are June 22-23-24. Chris will follow up with Jamie and Jen will check with Nancy and Liz.

Certified Staffing Discussion: The certified staffing model proposal was distributed. The formula will be based on the number of students in disability areas, weighted by federal setting. Caseload per teacher recommendation:

- Elementary 14
- Middle School 16
- High school 18

Additional time is added by building for unique situations. This will be the starting point for determining teacher needs in buildings. Further consideration will be given based on individual building unique needs.

A motion was made to adapt and implement the new licensed (certified) staff model. Second. All present voted in favor thereof. Motion carried.

Federal Setting IV Programming:

Jen shared student attendance numbers of the current federal setting IV program at Lincoln Education Center (LEC) in Brainerd. Currently all districts in the PBEC have students attending except for Pequot Lakes. Sourcewell has committed dollars to Brainerd School District to support the Level IV programming in the new facility project. Sourcewell's intent is to make an investment to serve and meet the needs of special education students that need the more restrictive setting for all school districts in Region Five. All PBEC students have access to LEC.

Discussion was held regarding the future protocol for allocating spots to districts for their students. There was some concern voiced regarding the current process of accessing the program for students from outside of the Brainerd school district. Jen shared the process for students to access a more restrictive setting. Jen shared the process must be followed to ensure we are serving students in the least restrictive environment.

Next Meetings:

- Board of Delegates April 23rd 2020
- Executive Board June 11, 2020

Meeting adjourned.

Submitted by Kim Huether

Handouts:

- Agenda
- Minutes from December 12, 2019
- Power Point
- Budget FY 2020
- 2019 Child Count
- Staffing Model Information
- Overall Para Ratios
- Protocol for Referring Students to a More Restrictive Setting