

**Paul Bunyan Education Cooperative
Executive Board Minutes
Thursday, June 10, 2021 12:00-1:30 PM**

The Paul Bunyan Education Cooperative (PBEC) Executive Board met on Thursday, June 10, 2021, 12-1:30 pm at Sourcewell in Staples, MN

Present: Laine Larson, Mike Malmberg, Jamie Skjeveland, Chris Lindholm, Jen Johnson, Karla Nesheim, Wanda Lane

Absent: Jon Clark, Dan Stifter

Jen Johnson called the meeting to order.

Jamie Skjeveland made a motion to approve the agenda for June 10, 2021. Chris Lindholm seconded the motion. Motion carried.

Laine Larson made a motion to approve the minutes from the February 11, 2021 Executive Board meeting. Chris Lindholm seconded the motion. Motion carried.

Paul Bunyan Education Cooperative Budget

Karla Nesheim reviewed the budget and the projected carry over for fiscal year 2022. The budget was approved with the projected revenue of 2,857,930, expenditures of 2,857,920 and carryover of 612,496.18.

Laine Larson made a motion to approve the PBEC budget. Mike Malmberg seconded the motion. Motion carried.

IOWA

Jen Johnson was approved as the IOWA for the EDIAM system.

Chris Lindholm made a motion to approve IOWA. Mike Malmberg seconded the motion. Motion carried.

Audit Proposal

Determination of staying with Clifton-Larson-Allen for a one year commitment.

Laine Larson made a motion to approve. Chris Lindholm seconded the motion. Motion carried.

Donations

\$260 Benefit Children with Vision, \$500 Wells Fargo, anonymous

Chris Lindholm made a motion to approve. Mike Malmberg seconded the motion. Motion carried.

Director Contract

Discussion of the approval of contract and title change to “Executive Director of Paul Bunyan Education Cooperative”

Chris Lindholm made a motion to approve the contract with the title change. Laine Larson seconded the motion. Motion carried.

Northern Pines Contracts completed except Aitkin School District.

The PBEC leadership team will be at the Sourcewell Leadership Retreat.

Staffing Updates:

PBEC is holding interviews Tuesday, June 15, 2020 for the Early Childhood Special Education Coordinator position. Interviewees: Julie Miller, Shana Lee

Mike Parry, School Psychologist, is resigning to accept a position as Assistant Director for BRIC.

Joel Anderson will be replacing Nancy Anderson as PBEC Assistant Director, in August 2021.

Record Retention

Packets were handed out with record retention documentation requirements. Jen Johnson will meet individually with superintendents this summer to go into individual district needs.

PBEC Structure

Discussion of Jen Johnson potentially restructuring PBEC. More will be discussed at the next meeting.

Meetings for 2021-22

Determined Thursdays works best, 1st meeting in October

Jen Johnson adjourned the meeting.

Wanda Lane, Secretary

Attachments:

- Agenda
- Minutes February 11, 2021
- Budget
- IOWA signature page
- Record Retention Packet
- Restructure Proposal