

**Paul Bunyan Education Cooperative**  
**EXECUTIVE BOARD MINUTES**  
**FRIDAY, June 10, 2016**  
**11:30 am**  
**WESB Room 308**

The Paul Bunyan Education Cooperative (PBEC) Executive Board met on Friday, June 10, 2016 at 11:30 am at the PBEC Conference Room in the Washington Educational Services Building (WESB), Brainerd, MN.

**Present:** Jamie Skjevland, Chris Lindholm, Cathy Bettino, Mike Malmberg, Bernie Novak, Bob Gross, Heidi Hahn and Kim Huether.

Meeting was called to order at 11:45 a.m.

Moved and seconded approval of the agenda and the March 4, 2016 minutes. Carried.

**Mental Health Contracts:** Language was added that school administration should initiate crisis counsel when needed, not individual teachers. Each district should sign their contract and send to Wanda Lane at the PBEC. Kate Sullivan is the contact person from Northern Pines, who gave an overview to the school principals at the Principal's Institute training held June 8, 2016.

**Identified Official with Authority – IOWA:** Re-certification is needed. It was moved and seconded to renew the certification naming Heidi Hahn as the IOWA representative. Carried.

**Fiscal Audit:** Board reviewed the agreement for audit services from CliftonLarsonAllen. \$10,000 has been budgeted. Motion and second to name Bob Gross Authorized Governance to sign the agreement. Carried. Addendum to the motion to approve the contract submitted by CliftonLarsonAllen for audit services. Second and carried.

**Donations:** Motion and second to accept donation from Target in the amount of \$23.45. Carried.

**Budget:** A handout was provided summarizing federal programs and carryover FY2017. Projected carryover is \$13,776, which has to be spent within two years.

Staff changes include Mark Oehrlein, technologist, resignation. Discussion will be held to contract out specific needs with him and also with Brainerd's technology department. Bernadette Schultz, ASD Coordinator, has resigned and been reassigned to speech/language within Brainerd district. She may do some contracted assessment work for PBEC. The Paul Bunyan Transition Plus program, which serves 18-21 year olds, will have one less paraprofessional due to lower enrollment numbers.

Motion was made and second to approve the budget FY2017. Carried.

**Director's Contract Update:** Heidi was dismissed while Bob Gross explained to the board that \$2500 for professional learning was added to the principals' contract for each of the three years. Motion was made and second to add \$2500 each of the three years to Heidi's contract. Carried.

**Next Meetings:**

- Superintendent Meetings – October 14, 2016, December 9, 2016, February 10, 2017 and June 9, 2017. All meetings 11-2:30.
- Board of Delegates Meetings – November 18, 2016 and April 21, 2017, 12:00 – 1:30 pm

Meeting adjourned 12:35 pm.

Kim Huether, Secretary

**Handouts:**

- Agenda
- March 4, 2016 minutes
- June 15, 2015 minutes
- CliftonLarsonAllen Fiscal Audit Agreement
- Budget Summary
- Copy of Target Donation