

**Paul Bunyan Education Cooperative
Board of Delegates MINUTES
Friday, NOVEMBER 2, 2018 12 - 1:30 PM
WESB Room 308**

The Paul Bunyan Education Cooperative (PBEC) Board of Delegates met on Friday, November 2, 2018, 12 -1:30 pm at the PBEC Conference Room in the Washington Educational Services Building (WESB), Brainerd, MN.

Present: Mike Erholtz, Cindi Hills, Jamie Skjeveland, Chris Lindholm, Tom Haglin, Laine Larson, Dave Endicott, Tom Nixon, Jen Johnson and Kim Huether.

Absent: Garny Gaffney, Mike Malmberg, Scott Muddgett, Charles Rick

Chair Mike Erholtz called meeting to order at 12:05

Introductions were held. New member Tom Nixon from Crosby-Ironton School Board

Moved and seconded approval of the Agenda and the December 8, 2017 Minutes. All present voted in favor thereof. Motion carried.

Staffing:

- The Executive Board voted at an earlier meeting to approve adding a 1 FTE Psychologist position. Overall numbers of students and initial evaluations have increased resulting in a 53% increase in workload over the last five years. The PBEC currently has eight psychologists serving children Birth – 21 in multiple districts. B-2 are in-home evaluations, with 3-21 in school or day care settings. There will be a posting for the new position in the coming weeks; the hope is to find a graduate intern in December.
- Barb McColgan – Physical Therapist has retired after 34 years. Tessa Capelle has filled her position. She comes from Big Stone Therapy. Tessa will be serving Brainerd, Crosby, Aitkin and Private Schools.
- Amy Peeters was hired as an Autism Specialist to replace Andrea Hamad who left for a teaching position in a Brainerd elementary school. Amy has taught special education in the Brainerd district for many years and will be working in all co-op districts along with Kate Hurd.
- Suzanne Rye, Occupational Therapist who has been with PBEC on a part-time basis has increased hours to .8 for a one-year contract. She services Pequot MS/HS, Nisswa, Baxter and Forestview. An assessment will be done at the end of the contract to determine the occupational therapy department needs at that time.
- Discussion was held regarding the increase in the number of students qualifying for Autism Spectrum Disorder. The Board would like to see data showing the trends over the past five years, along with regional and state data. The Board would also like background/general information on ASD sent to them via email.
- Chris Lindholm shared that they added a .5 early childhood teacher position in Pequot Lakes district to begin mid-year.

The Brandon Project Update:

Jen played a video from Lakeland News who did a piece on The Brandon Project last spring.

“The Brandon Project” is a grant program that teams local resorts with students with disabilities ages 18 to 21 to offer employment in the hospitality field.

The focus group met recently to report a very successful first year. Seven students worked at Rutger’s, six at Cragun’s. One student did not make it through the whole season, but quit correctly following the process. One student was offered a full time job with benefits. The team reported that Cragun’s is going to keep some students on working weekends throughout the winter.

Sourcwell (formerly NJPA) has partnered with this grant. . The grant lasts two years, after which time the resorts will take over. There is a carryover of \$30000 from the first year into the second. Total grant for 2018-19 is \$71000. Two vehicles were purchased last spring that will be awarded to the resorts when the grant is done.

Job skills are being taught in the classroom. Students are learning, training and practicing skills such as food preparation, housekeeping and laundry. Moving forward, landscaping and grounds training hopefully will be implemented. Two other area resorts are now interested in joining the program. The team will be writing another grant for funding. The hope is to replicate the model and keep expanding. This project has allowed the community to see that this type of plan can and does work in developing a workforce that benefits both employer and student/employee.

Parent Advisory Meeting (SEAC):

The PBEC hosted a parent special education advisory council meeting (SEAC) on October 22, 2018. This is a way to network with other families and show support as well as educate. Thirteen parents and staff were present. Pequot Lakes, Pillager and Brainerd were represented. The meeting information was sent out to parents that attended a previous meeting last year and also to special education teachers to reach out to parents of their students. Future meeting information and activities will be put on the new PBEC website as well. Brainerd Community Education will post information and Jen will reach out to other districts in the co-op to put any events on their sites and pages.

An ice cream social was held this summer in Brainerd at Riverside elementary school. While other districts were invited, only Brainerd parents and families attended.

Kate Hurd did a presentation on Autism Spectrum Disorder. Great conversation was held on topics such as: support systems in the community, Facebook groups, and activities to join in the community. Brainerd Community Ed has a staff person dedicated to elementary age and middle school age activities and events. Jen has emailed Special Olympics to get contact information for a local representative.

PACER event is being planned for January.

A movie day and a swimming event at the Brainerd YMCA are in the planning stages, along with a possible activity at the Spirit Horse Center.

Those in attendance said Facebook is the best way to reach parents for future events and meetings. The SEAC will be meeting quarterly. Future meeting dates and events will be shared with the PBEC superintendents.

An informational brochure detailing SEAC was given to board members.

Minnesota Department of Education Review:

The MDE File review began on Oct 22 and 23. A self-review of 79 files from all PBEC districts was done taking about seven days to complete. Issues were identified and trainings will be held to address them (mainly regarding meeting timelines). Information was submitted to MDE. MDE will do an on site visit in April including stakeholder interviews. A board member may be asked to participate. The MDE monitor will review the files as well. The co-op will have a year to fix any citations and have a corrective action plan in place. This process does not affect funding, but does affect workload. It is best to avoid corrective action because of that.

Review Chair and Co-Chair for Board of Delegates:

Motion was made to elect Mike Erholtz as Board chair. Second and carried.

Motion was made to elect Garny Gaffey as Board Co-chair. Second and carried.

Next Meeting Date: Friday, April 12, 2018, 12 – 1:30 pm

Questions: Jen shared that she came to the PBEC after spending 20 years in Robbinsdale school district. Jen, her husband and two children moved to the area in July.

The meeting adjourned at 1:05 pm

Kim Huether, Secretary

Handouts:

- Agenda
- Minutes
- SEAC Flyer