

**Paul Bunyan Education Cooperative
EXECUTIVE BOARD MINUTES
Friday, June 7, 2019 12:00 -1:30 pm**

The Paul Bunyan Education Cooperative (PBEC) Executive Board met on Friday, June 7, 2019 at 12 pm in the Washington Educational Services Building (WESB) in Brainerd.

Present: Chris Lindholm, Laine Larson, Jamie Skjeveland, Dave Endicott, Mike Malmberg, Jennifer Johnson, Kim Huether with Karla Nesheim, PBEC Business Manager

Absent: Charles Rick

Jen Johnson called the meeting to order.

A motion was made to approve the June 7, 2019 agenda and the minutes from February 1, 2019. Second. Motion carried.

Budget Discussion:

- A. Karla Nesheim, PBEC Business Manager distributed the proposed 2020 budget and summary sheet. Federal revenue is reported on the PBEC books with \$2,856,198 revenue and expenditures matching. There are four separate entitlements-expenditures with age level divisions. Carryover is a “projected” amount due to the final allocations coming at a later date in the spring. The PBEC trend is to budget conservatively. Karla reminded the board that the PBEC only receives federal money and the state money goes directly to the districts. The final budget will not be available until March of 2020 after final allocations are received.

A motion was made to approve the proposed budget for year 2020. Second. Motion carried.

- B. Staffing needs – school psychologist: position is open and posted. Networking being done to recruit candidates. One candidate did apply, but accepted a position elsewhere before interviewing.
- C. Data is being collected to determine staffing needs for 2020.

IOWA - Identified Official with Authority: MDE requires an annual designation of an Identified Official with Authority to comply with State Access Control Security Standard 1.0 which states that all user access rights to Minnesota state systems must be reviewed and recertified. A motion was made to authorize Jennifer Johnson to act as the Identified Official with Authority (IOwA) for the Paul Bunyan Education Cooperative 6050-52. Second. Motion carried.

Fiscal Audit: Motion to approve the contract with CliftonAllenLarson at the rate of \$10,000 to perform the annual fiscal audit for the PBEC for 2019-2020. Second. Motion carried.

Disproportionality: In December of 2016 the office of Special Education and Rehabilitation Services released regulations on disproportionality with identification, placement (setting III & IV) and discipline as areas identified for states to comply by July 1, 2018. That date was changed to July 1, 2020 but states had the right to proceed. Minnesota kept the July 1, 2018 date. There are formulas for “alternate risk” of which the PBEC falls into due to demographics. PBEC was found significantly disproportionate for students on IEP’s in: 1) ISS, 10 days or less, 2) EBD – black students and 3) OHD – white students. There will be quarterly data review using the MARSS 33

report and computing the formula. Districts over the 3.0 thresholds will meet and problem solve. Jen appealed for reasonable progress and was approved.

Northern Pines Contracts: Jen sent the mental health contracts with the provider Northern Pines to each superintendent via email. This is for July 1, 2019 – June 30, 2020. (There is no CTSS; no psychotherapy listed on IEP's) Superintendents should take the contracts to their respective boards to have approved.

Multi-Tiered Systems of Support: The question was posed to the board if they would be interested in having their districts participate in MTSS. MTSS is a framework that many schools use to provide targeted support to struggling students. It screens all kids and aims to address behavioral as well as academic issues. The goal of MTSS is to intervene early. Jen will connect with resources to get names of potential trainers for professional learning. The consensus of the board was positive.

Director Goals for 2019-2020: Jen stated her goals for 2019-2020, which included:

- Increase visibility within member districts (Jen proposed attending administrator meetings at all of the districts. Discussion was held on whether or not Liz Lee should be invited to attend as well.)
- Develop Strategic Action Plan for PBEC
- Improve communication within PBEC, in Member Districts, and with families
- Assist member districts with MTSS

A motion was made for Jamie Skjeveland to locate an evaluation tool to implement for evaluating Jen's position. Second. Motion carried.

Meetings for 2019-2020: Jen will send out invites for the four meetings, keeping them on Fridays, except for June, which will be scheduled on a Thursday. Kim will send out reminders prior to the meeting date.

Meeting adjourned.

Submitted by Kim Huether

Handouts:

- Agenda
- Minutes from February 1, 2019
- Budget FY2020