



North Central Special Education Cooperative

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Unapproved minutes for the North Central Special Education Cooperative meeting on Wednesday, July 12, 2023 NCSEC Conference Room #212 (NSU Campus) – 10:30 am

- Meeting was called to order at 10:38 am
- Members Present: Joe Schwan (Groton), Jeff Clark (Hitchcock-Tulare), Shad Storley (Langford), Jeff Kusters (Frederick), Kevin Kunz (Edmunds Central), Garrett Schmidt (Doland), Rob Lewis (Northwestern), and Domenic Paolo (Leola).
- Members Absent: Mike Kroll (Warner)
- Approve Agenda – **Frederick/Edmunds Central (carries)**
- Disclosure of Conflict of Interest (If Any): **Hitchcock-Tulare/Northwestern (Approve as is with no conditions) -carries**

1. **Becky Hubsch (Business Manager): Under Contract at Groton and NCSEC**

- Public Input: **None**
- ACTION ITEMS (Consider, discuss and take all necessary action on the following items):
 1. Nominate President and Recorder for FY23 –
 - President – Joe Schwan (Groton) - **Frederick/Doland (Carries)**
 - Recorder – Jeff Clark (Hitchcock-Tulare) – **Frederick/Langford (Carries)**
 2. Nominate Sick Leave Bank Representative for FY24 –
 - Mike Kroll (Warner) – **Hitchcock-Tulare/Edmunds Central (Carries)**
 3. Approve contract amendment due to lane change for Annie Perrion from Masters +15 to Masters +30 – **Frederick/Edmunds Central (carries)**
 4. Review and take action on updates to 2023-2024 NCSEC Membership Agreement – **Hitchcock-Tulare/Langford (carries)**
 - Two items were reviewed and discussed and handout of changes was provided to each district.
 5. Consent Agenda: **Hitch/Frederick (Carries)**
 - Approval of Minute from April 26, 2023
 - Approve bills and financial statements from June 2023 and July 2023
 - Authorize Business Manager to publish staff salaries:
 - Becky Erickson - \$77,500; Lora Gibbs - \$31,920.00; Cathy Goethel - \$66,185.06; Mary Hempel - \$61,170.91; Paula Johnson - \$65,911.75; Haylee Kilber - \$51,200; Susan Neiger - \$61,376.31; Annie Perrion - \$33,300; Lyndsay Rassmussen - \$59,161.10; Diane Reyelts - \$68,532.20; Roxana Uttermark - \$82,937.55; Diane Waltman - \$56,411.94; and Becky Hubsch - \$12,500.00.
 - Designate Dakotah Bank of Groton as official depository
 - Designate Aberdeen American News as official newspaper
 - Appoint Rodney Freeman as legal counsel/cooperative attorney
 - Designate Title IX Coordinator – NCSEC Business Manager Becky Hubsch

Doland*Edmunds Central*Frederick*Groton Area*Hitchcock Tulare
Langford Area*Leola*Northwestern Area*Warner

- Designate Director of Federal Programs – NCSEC Director Becky Erickson
- Designate Co-Op Business Manager, Becky Hubsch, South Dakota Retirement authorized agent.
- Authorize business manager to continue existing funds, establish new accounts and invest and borrow money.
- Approve Eide Bailley as auditor
- Adopt NCSEC Handbook for the NCSEC 2023-2024 School Year
- Approve Birth-to-Three Agreement for 2023-2024 School Year

- INFORMATION/DISCUSSION ITEMS:

1. Budget hearing will be held on July 6, 2022 during the Governing Board Meeting.
 - Becky Hubsch (NCSEC Business Manager) reviewed the proposed budget with the advisory board
2. IDEA Grant Application Submission
3. Totem/ASPEN was discussed
 - Will continue with Totem/Aspen for 2023-2024
 - Will review options in January for 2024-2025 school year.
4. Reminder to district to approve comprehensive plans.
5. Trainings/Important dates
 - Preschool Screenings – handout provided for each district with dates.
 - Hearing Screenings – Handout provided for each district with dates.
 - NCSEC SPED Back to School Inservice
 - August 9th
 - Email was sent to all district SPED staff.
 - Collaboration Cohort will be discussed at Back to School Inservice
 - Proposed Board Meeting Dates – Handout provided with Advisory Board meeting dates for the year.
 - MSAA – Salt Lake City
 - Director gave an update on the review process she was a part of in Salt Lake City for the MSAA assessment.

Adjournment at 11:08 AM – **Frederick/Northwestern (carries)**

Upcoming Board Meetings:

- Governance Board Meeting:
 - Thursday, July 13, 2023 at 7:00 PM – Aberdeen NSU Graham Hall Rm #212
- Regular Advisory Board Meeting:
 - Monday, August 7, 2023, at 10:30 AM: NCSEC Conference Room on NSU Campus.