**Unapproved minutes for the North Central Special Education Cooperative meeting on Wednesday, Aug. 30, 2017**

**NCSEC Conference Room – 10:30 am**

* Meeting was called to order at 10:40 am by Chairman Schwan
* Members Present: Joe Schwan (Groton), Jeff Clark (Hitchcock-Tulare), Michael Kroll (Warner), Jim Hulscher (Doland), Jeff Kosters (Frederick), Brian Heupel (Leola), Monte Nipp (Langford) and Ryan Bruns (Northwestern)
* Members Absent: Karen Fox (Edmunds Central)
* Approve Agenda as amended – **Warner/Doland**
* Disclosure of Conflict of Interest (If Any): **No conflicts to report**
* ACTION ITEMS:
  1. Approve minutes, financial statements, and bills – **Frederick/Langford**
  2. Approve Maintenance Agreement with Century Business Products – **Doland/Leola**
  3. Approve User Agreement with DIBELSnet for use with PELI assessment – **Frederick/Northwestern**
* DISCUSSION ITEMS:
  1. Out of State Travel - Director
     + Northern Plains Law Conference – Billings, MT (or)
     + CEC National Conference - Florida
  2. 1st Reading of the Conflict Disclosure Policy Revision
  3. 1st Reading of the Background Check Policy
* INFORMATION ITEMS:
  1. Summer Updates:
     + Moved offices around
     + Reading Workshops
       - Alcester, Santee, NCSEC
       - Total Income - $4,491.90
  2. Governing Board Report:
     + Governing Board will continue to meet 4 times per year.
  3. Governing Board and Advisory Board Meeting Dates were reviewed
  4. Staff Assignments were reviewed.
  5. IDEA Application has been submitted.
  6. Pre-School Screenings were reviewed for each NCSEC School:
  7. ESY Summary Data:
     + Summary was given on ESY services and the cost of each.
     + Hours were up this year compared to previous years.
  8. Monthly Caseloads will be reviewed next month after all schools have started.
  9. Discussion was held concerning the Teacher In-Service for all Co-Op Schools in January of 2018
  10. Handout was given with IEP workshop dates to share with SPED teachers.
  11. Flyer was given to each school on upcoming Co-Op Collaboration Cohort dates.
      + Next meeting will be December 1st
  12. CPI Training:
      + 5 day renewal course for trainers ($3200/person)
  13. BDI-2 Access Code Changes:
      + People with access to this will only be the Early Childhood Teachers.
  14. SPP Resource Binders will be provided for each school.

Adjournment at 11:54 am – **Hitchcock-Tulare/Northwestern**

**Upcoming Board Meetings:**

* Regular Advisory Board Meeting:
  + Monday, October 2, 2017 at 10:30 am - NCSEC Conference Room.
  + Monday, October 30, 2017 at 10:30 am – NCSEC Conference Room.
* Governance Board Meeting:
  + Monday, November 6, 2017 at 7:00 PM – Maroon Room Graham Hall, NSU