

NLSEC Board Meeting Minutes
April 26, 2019 9:00 am – 10:30 am
NLSEC Conference Room

Present:

Superintendent, Dave Bottem	Barnum
Board Member, Jessica Unkelhaeuser	Barnum
Superintendent, Gwen Carman	Carlton
Board Member, LaRae Lehto	Carlton
Superintendent, Michael Cary	Cloquet
Board Member, Jim Crowley	Cloquet
Superintendent, Nathan Libbon	Cromwell-Wright
Superintendent, Kerry Juntunen	Hermantown
Superintendent, Bill Crandall	Lake Superior
Superintendent, Paul Grams	McGregor
Superintendent, Bob Indihar	Moose Lake
Superintendent, John Engelking	Proctor
Superintendent, Bill Peel	Willow River
Special Education Director, Dena Hagen	Northern Lights Special Education Coop
Business Manager, Jill Morberg	Northern Lights Special Education Coop
Asst. Sp. Ed. Director of NLA, Barb Mackey	Northern Light Academy Cooperative

Absent:

Superintendent, Aaron Fischer	Esko
Board Member, Maggie Sunnarborg	Esko
Superintendent, Kim Belcastro	Wrenshall

Guest:

Sarah Pylvanen	Special Education Director, Intern
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- I. Call to order:
The meeting was called to order at 9:14 am.
- II. Welcome and Introductions:
- III. Approve Agenda:
Superintendent Crandall motioned the approval of the agenda, seconded by Superintendent Juntunen and it was approved by a unanimous yea vote of all members present.
- IV. Approve February 1, 2019 meeting minutes: (Attachment A)
Superintendent Engelking motioned the approval of the February 1, 2019 meeting minutes, seconded by Superintendent Libbon and it was approved by a unanimous yea vote of all members present.

V. Personnel

- ASD Consultant Update:
On May 2, 2019, three candidates will be interviewed for the NLSEC ASD Consultant for the 2019-2020 school year.

VI. FISCAL

- FY20 Planning Budget (Attachment B)
 - Summary of the NLSEC FY20 Planning Budget including a comparison of FY19 Planning. Increase in FY20 of 9,507.59.
 - Noted: A larger percentage of Jessica Brown's expenses are allocated to the 420 & 422 budgets in FY20 (and less in 419), based on 18-19 time study

Superintendent Cary motioned the approval of the FY 20 Planning Budget, seconded by Superintendent Engelking and it was approved by a unanimous yeas vote of all members present.

- Medical Assistance Revenue (Attachment C)
Most districts are down in revenue at this point and NLSEC will continue billing revenue through the end of this fiscal year. No universal reason why billing is down, but your districts MA Designee is in place to help with the process.
- Contracted Services to-date (Attachment D)

VII. Director's Report

- Celebrations
 - 'Avengers:Endgame' movie is out tonight, and Dena has 10 tickets.
 - Coordinators: They work hard with staff, families and students to keep the districts out of complaints and lawsuits.
 1. Heidi Halker works with Barnum, Esko, Lake Superior, and Wrenshall.
 2. Allison Dillon works with Cloquet and Hermantown.
 3. Jes Knutsen is the secondary transition coordinator with all the districts.
 4. Sue Zmyslony works with Carlton, Cromwell-Wright, McGregor, Moose Lake, and Proctor.
 5. Jessica Brown is the ECSE Coordinator for all districts.
 6. Bambi Neumann works with Willow River.
- MDE Self-Review Update - MDE requires NLSEC to review Special Education files every few years and we started with 120 files across the cooperative to review and work with staff to clean up those specific files. MDE stated that 47 files need to be corrected with proper wording and several citations have been given because of incorrect timelines in which these issues cannot be changed. Some districts will receive official letters from MDE for these citations and then NLSEC will assist and help train staff so this doesn't happen in the future. When issues arise, NLSEC will make this known to Administrators.
- Affecting Change in Practice – Next year NLSEC will take a different approach with planning and supporting staff in your districts by using Special Education reporting indicators. NLSEC will choose certain data indicators to see how we can help make a difference in each district. NLSEC will choose an Early Childhood, Mid-range student, and Transition student to focus on. Reports for state data is received through SpEd

Forms and MARSS for Special Education students. The Superintendents expressed their appreciation that NLSEC will be doing this for their districts.

VIII. Other

- Annual NLSEC Membership Renewal (Attachment E)
 - Districts were notified if we were still waiting for their signed Membership Renewal.
- Moratorium on NLSEC Membership (Attachment F)
 - Signed by Superintendent Bottom and effective until April 26, 2022.

Superintendent Juntunen motioned the approval of the Moratorium and NLA is not listed because NLA is part of each district, seconded by Superintendent Carman and it was approved by a unanimous yeas vote of all members present.

- NLSEC Board Chair to replace Mr. Bottom due to retirement.
 - Superintendent Crandall was nominated as Board Chair with no other nominations.

Superintendent Cary motioned the approval of the new NLSEC Board Chair of being elected as Superintendent Crandall, seconded by Superintendent Engelking and it was approved by a unanimous yeas vote of all members present. All members present thanked Superintendent Bottom for the 8 years of doing an outstanding job of being the NLSEC Board Chair.

- NLSEC School Psychologist Model
 - Discussion about the model of the School Psychologists: needs to be revised to utilize their skills more for Mental Health services.
 - Suggestion of having one group of Psychologists only do testing and another group use their skills to provide more Mental Health services of student intervention.
 - If changes in the Psychologist Model don't soon get revised, we could possibly lose some of our Psychologists because they are not utilizing their skills.
 - Currently Psychologists work with students for the CTSS-Option 1 in the billing world and school psychologists can MA bill for Evaluations. Another suggestion was to have districts apply with DHS for option 2 or 3, but this is a very lengthy process.
 - NLSEC is adjusting the time needed for re-evaluation as it's taking too long. Most Psychologists expressed concern with working cross-district.
 - Superintendent Cary suggested that a draft of the different options be charted to show data of current information and suggestions on how to maximize the Psychologists time and skills.
 - Also suggested was that the new chair to continue this Psychologist Model discussion.

IX. Future NLSEC Board Meeting Dates: 9 am, NLSEC Conference Room, Esko

- Friday, October 4, 2019
- Friday, December 6, 2019
- Friday February 7, 2020
- Friday April 24, 2020

X. Adjourn:

Superintendent Indihar motioned to adjourn the meeting, seconded by Superintendent Peel, and it was approved by a unanimous yeas vote of all members present.

The meeting adjourned at 10:23 am.