

NLSEC Board Meeting
Virtual May 8, 2020 9:00 a.m.
Minutes

Present:

Superintendent, Mike McNulty	Barnum
Board Member, Jessica Unkelhaeuser	Barnum
Superintendent, Gwen Carman	Carlton
Board Member, LaRae Lehto	Carlton
Superintendent, Michael Cary	Cloquet
Superintendent, Nathan Libbon	Cromwell-Wright
Board Member, Todd Rengo	Esko
Superintendent, Kerry Juntunen	Hermantown
Superintendent, Bill Crandall	Lake Superior
Superintendent, Bob Indihar	Moose Lake
Superintendent, John Engelking	Proctor
Superintendent, Bill Peel	Willow River
Special Education Director, Dena Hagen	Northern Lights Special Education Coop.
Asst. SpEd Director of NLA, Barb Mackey	Northern Lights Academy Cooperative
Business Manager, Jill Morberg	Northern Lights Special Education Coop.

Absent:

Board Member, Jim Crowley	Cloquet
Superintendent, Aaron Fischer	Esko
Superintendent, Paul Grams	McGregor
Superintendent, Kim Belcastro	Wrenshall

Guest: Jessica Cook, Special Education Teacher, Duluth East HS and Sp Ed Director Intern
Jessica mentioned that she was very lucky to work with Dena Hagen, NLSEC Special Education Director and Jason Crane, Duluth Director of Special Services for her field service hours.

Call to order:

The meeting was called to order at 9:01 a.m.

Welcome and Introductions:

Approve Agenda:

Motion made by Superintendent Libbon to approve the agenda. Second by Superintendent Indihar. Motion carried.

Approve February 7, 2020 meeting minutes (Attachment A)

Motion made by Superintendent Engelking to approve as presented. Second by Superintendent McNulty. Motion carried.

Personnel:

- Secretary/Receptionist, Tamie Woodward was hired February 19, 2020.
- NLSEC Coordinator position posting closed April 30, 2020, six applicants but one retracted their application and interviews will be Wednesday, May 13, 2020. Besides the interview questions there will be a written due process component, to see additional skills of the candidate.
- .5 FTE Occupational Therapist – Greg Sumner, retracted his approved leave of absence due to Covid-19 and will stay on the 20-21 SY, Lake Superior contract.

Fiscal:

- Summary Planning Budget 20-21 (Attachment B)
 - Current planning budget is at \$2,428,334.91, up \$33,930.37 (1.6% increase) in staff salaries, and benefits increase per contract. Decrease of office expenses, no furniture purchase this year.
 - Left projected cost of Sue Zmyslony as is because not sure who will be hired.
 - NLSEC budget expenses are dollar for dollar and this is paid by all 12 districts of \$33,930.37 shared with the 40/60 formula and student service numbers.

NLSEC works hard to not increase expenses for the shared services or not adding additional expenses.

Motion made by Superintendent McNulty to approve as presented. Second by Superintendent Cary. Motion carried.

- Medical Assistance Revenue (Attachment C)
 - Several districts are up on MA Revenue.
 - Those districts down on MA Revenue possibly due to losing students that were high billers.
- MA Distance Learning - Assurance letters sent to DHS for telemedicine procedures in place during COVID-19. Staff eligible for telemedicine: PT, OT, Speech, Mental Health and some Nursing.
 - Each year MA rates are recalculated, checking with MASE/MASA try to advocate the same rate as if no COVID-19.
- Contracted Services to-date (Attachment D)
 - Contracts run through the NLSEC because of any fiscal monitoring.

Other:

- Annual NLSEC Membership Renewal (Attachment E)
 - All districts are received, except two in the signing process.
- Revision of NLSEC Agreement and By-Laws (Attachment F)
 - Superintendents Peel and Crandall along with Ms. Hagen will review NLSEC Agreement and By-Laws throughout the summer.

Director's Report:

- NLSEC and Distance Learning Support
 - Coop working hard to support your Special Education staff with guidelines.
 - Ms. Hagen has done three live webinars for guidelines on Distance Learning Support with the special education audience of 88 within groups, 188 and 150 in attendance.
 - Please see the NLSEC website for updated reference resources and guidance on

Covid-19.

- Coordinators attending district CST meetings.
- Waiting on ESY guidance from the Commissioner.
- Advice given for B-2 distance services through June 30th.
- #distancelearningwins or #dlw from sub committee, Greg Sumner, Shannon Proulx, and Tina Olson who are collecting stories and sharing on social media.
- MDE Compliance Review 2020-2021 SY
 - More info to come from the upcoming directors forum.
 - Less punitive compliance system in which Ms. Hagen will help pilot this program.
- Focus area: Collaboration with General Education
 - During the summer, Ms. Hagen will meet with each district superintendent to discuss what their district focus needs are so that NLSEC can assist and support with general education around the NTSS or RTI system in the coming school year.
 - This fall, advice of any Special Education teacher is to **measure the impact** of COVID-19 on individual students using a baseline and focusing on the impact equation. Later information on if there is extra funding for this?
 - Ms. Hagen had districts participate in a student engagement survey where at least 70% of their student caseloads are regularly engaged in distance learning. So proud!

Superintendent Crandall thanked those Superintendents Carman, Grams, Indihar and Juntunen for the support they have given to their districts and also to NLSEC/NLA.

Future NLSEC Board Meeting Dates:

- Friday, Oct. 2, 2020, 9:00 a.m., NLSEC Conference Room, Esko
- Friday, Dec. 4, 2020, 9:00 a.m., NLSEC Conference Room, Esko
- Friday, Feb. 5, 2021, 9:00 a.m., NLSEC Conference Room, Esko

Adjourn:

Motion made by Superintendent Indihar to adjourn the meeting. Second by Superintendents, Juntunen and Carman. Motion carried and the meeting adjourned at 9:45 a.m.