

NLSEC Board Meeting Minutes
February 7, 2020 9:00 am – 10:30 am
NLSEC Conference Room

Present:

Superintendent, Mike McNulty	Barnum
Superintendent, Gwen Carman	Carlton
Board Member, LaRae Lehto	Carlton
Superintendent, Michael Cary	Cloquet
Superintendent, Nathan Libbon	Cromwell-Wright
Superintendent, Aaron Fischer	Esko
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
Superintendent, Kim Belcastro	Wrenshall
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.
Administrative Assistant, Mary Borden	Northern Lights Special Education Coop.

Absent:

Board Member, Jessica Unkelhaeuser	Barnum
Board Member, Jim Crowley	Cloquet
Superintendent, Paul Grams	McGregor

Call to order:

The meeting was called to order at 9:03 am.

Welcome and Introductions:

Approve Agenda:

Superintendent Indihar motioned the addition to the agenda for the retirement of Ms. Susan Zmyslony, seconded by Superintendent Juntunen, and it was approved by a unanimous yeas vote of all members present.

Approve December 13, 2019 meeting minutes:

Superintendent Libbon motioned the approval of the December 13, 2019 meeting minutes, seconded by Superintendent Juntunen, and it was approved by a unanimous yeas vote of all members present.

Personnel:

- Receptionist/Secretary Current Opening - Filled by Tamie Woodward
- .5 FTE Occupational Therapist Anticipated Opening – Greg Sumner, Leave of Absence for 20-21 SY, Lake Superior contract.
- Audiologist Assistant Proposal (Attachment B)

- DHH team put together a proposal to request an Aud. Asst. for Dr. Amy Packer, NLSEC Audiologist as caseloads and hearing technology has increased over 5 years.
- Currently Dr. Packer is a .8 FTE and works 147 days over 12 months which includes the summer due to B-2 service needs. She is supported by two Deaf Hard of Hearing Teachers.
- Proposal Options
 - Hire .6 FTE Aud. Asst. with under 30 hours a week
 - Consider Dr. Packer to add 20 days to her current contract
 - Ms. Hagen will gather more information and bring back to board such as hourly rates, benefits included with the cost analysis, mileage, etc.
- Additional agenda item - Retirement of Sue Zmyslony, NLSEC Coordinator who has worked for the NLSEC for 31 years, would like to retire on June 4, 2020 and is hosted by Cloquet. Ms. Hagen will be posting for a 1.0 FTE Coordinator position for the upcoming 20-21 SY.

Fiscal:

- FY19 Final Budget to Actual Expenses (Attachment C)
 - FY19 Budget to Actual was 8% under budget
 - ASD Consultant costs were down with the resignation of K. Otten and position not able to be filled.
 - As a reminder to all member districts, NLSEC highlights what services we provide to all the districts on www.nlsec.org.
- Medical Assistance Revenue (Attachment D)
 - Ms. Hagen is waiting on specifics from DHS for a couple districts who are not receiving revenue due to payback of settle-up.
 - MA billing will not be entered for a few weeks due to the receptionist resignation.
- Contracted Services Review

Director's Report:

- Celebrations
 - Ms. Hagen was nominated for MASE New SpEd Leader of the Year
 - 2020 Paraprofessional conference was another success and will continue each year.
- December 1, 2019 Child Count (Attachment F)
 - Data is based on resident students. NLSEC average is 16.1% vs. 13.9% state average.
- 2020 Legislative Session Special Education Bills (Attachment G)
 - Paperwork reduction is involved with several bills, including a standalone FBA.
 - ADSIS bill: a program paid for by Special Education dollars, but Special Education students can't access the services for non-IEP areas.
 - Conciliation procedures changed during the 2019 session as a "paperwork reduction. Parents need to request if they'd like to have a conciliation conference as a result of an IEP objection or just meet with the IEP Team.

- Special Education Teacher Caseloads (no attachment)
 - Director Hagen is concerned about the high numbers of caseloads in multiple districts-more than ever in her tenure.
 - Ideas to address concerns-districts could share testing staff in the form of an “assessment team.”
 - Due Process Coordinators assist in several districts, but not all have them.
- MDE has been charged with creating a plan to address the number of students taking the MTAS (alternative state assessment for those with lowest cognitive abilities) because it’s over the federal cap. All our districts are over 1% participation and up as high as 2.9%. Ms. Hagen will work with DACs on completing a MDE Assurance, Rationale and Context data collection survey due March 18. Based on results, NLSEC will plan to do more training for Special Education staff and other applicable staff in this area.

Future NLSEC Board Meeting Dates:

- Friday, May 8, 2020, 9:00 am, NLSEC Conference Room, Esko
- Friday, Oct. 2, 2020, 9:00 am, NLSEC Conference Room, Esko
- Friday, Dec. 4, 2020, 9:00 am, NLSEC Conference Room, Esko

Adjourn:

*Superintendent Indihar motioned to adjourn the meeting, seconded by Superintendent Juntunen, and it was approved by a unanimous yeas vote of all members present.
The meeting adjourned at 10:28 am.*