



**Southeast Service Cooperative Board of Directors Regular Board Meeting  
5:30 PM, Wednesday, May 26, 2021  
MINUTES**

**PRESENT:** Chair Mary Blair-Hoeft, Vice Chair Brein Maki, Board Clerk Jean Roth, Board Treasurer Lynn Gorski, Member Mike Christensen, Member Monica Sveen-Ziebell, Member Don Leathers, Member Theresa Arrick-Kruger

**ABSENT:** Member Jason Marquardt

**EX-OFFICIO:** Steve Sallee

**STAFF:** Dale Walston, Amy Grover

The meeting was called to order at 5:31 PM by Chair Mary Blair Hoeft. A quorum was declared.

Member Jean Roth made a motion to approve the agenda. Member Tess Arrick-Kruger seconded the motion. The motion passed unanimously.

[Executive Director Report](#). Steve Sallee provided this linked report and verbal updates. New administrative assistant, Karlyn Brewington was introduced and welcomed. Steve updated that an attorney is currently reviewing the previously introduced GeaCom contract and plans to bring the contract to the June Board meeting for approval, noting he would hold a special meeting sooner, if needed. The Board agreed to Steve's suggestion to delay strategic planning until fall and to hold the June board meeting virtually and the August board meeting in person. In August, Steve will be starting a hybrid schedule for staff to split their time in the office and virtually. Steve noted his goals for the year did not follow the established timeline, due to COVID. He will review his goals and meet with the Personnel Committee, and Karlyn will attend. SSC will subscribe to MSBA policy services, starting July 1, and current policies will be reviewed for updates. WLMC will open up to full capacity, starting June 1. Masks will be available but not required. Steve will research with MSBA and get guidance on whether board members can meet remotely. Open meeting law and any COVID-related exceptions will be reviewed and upheld.

[Program Manager Updates](#). Amy Grover provided this linked report and gave highlights. A new cohort is starting next year called Redefining Ready. Ten districts will participate over the span of two years. The program managers are busy wrapping up the end of this school year and have started planning for next year.

Dale Walston provided the School Pool Renewal Progress Report, including who is renewing, who verbally confirmed, who is split (admin/teachers), who is deciding in the next week, and new prospects. This report changes daily.

Member Monica Sveen-Ziebell made a motion to approve and accept the items on the consent agenda, including [Minutes of Last Meeting](#), [Balance Sheet](#), [Revenue Expense](#), [Bills](#), [Personnel Committee Meeting Minutes](#), and [Superintendent Advisory Committee Meeting Minutes](#). Member Lynn Gorski seconded the motion. The motion passed unanimously.

**Specific Agenda.** There was no action needed for Policy and Programs this month.

## Personnel

Member Lynn Gorski made a motion to approve posting the new [Marketing and Media Position](#). Member Monica Sveen-Ziebell seconded the motion. The motion passed unanimously.

Member Bree Maki made a motion to approve posting the new [Perkins Coordinator Position](#). Member Tess Arrick-Kruger seconded the motion. The motion passed unanimously.

## Operations

Jean Roth made a motion to approve keeping membership fees the same for 2021-2022. Lynn Gorski seconded the motion. The motion passed unanimously.

## Informational Items

Member Bree Maki would like to discuss SSC involvement in after-school and summer school opportunities, especially for small, rural districts, at a future meeting. Steve Saltee is going to recommend an increase to per diems and stipends at the June Board meeting.

The next board meeting date is Wednesday, June 23, 2021 at 5:30 PM.

Member Mike Christensen made a motion to adjourn the meeting at 6:10 PM. Member Lynn Gorski seconded the motion. The motion passed unanimously.

Respectfully submitted by,  
Jean Roth, Board Clerk

<b><u>2021 Meeting Schedule</u></b>	<b><u>2022 Meeting Schedule</u></b>
Wednesday, January 27, 2021 – ANNUAL MTG	Wednesday, January 26, 2022 – ANNUAL MTG (9:00 AM)
Wednesday, February 24, 2021	Wednesday, February 23, 2022 (9:00 AM)
Wednesday, March 24, 2021	Wednesday, March 23, 2022 (9:00 AM)
Wednesday, April 28, 2021	Wednesday, April 27, 2022
Wednesday, May 26, 2021	Wednesday, May 25, 2022
Wednesday, June 23, 2021	Wednesday, June 22, 2022
JULY, MSC Board Conference - CANCELLED	JULY, MSC Board Conference
Wednesday, August 25, 2021	Wednesday, August 24, 2022
Wednesday, September 22, 2021	Wednesday, September 28, 2022
Wednesday, October 27, 2021	Wednesday, October 26, 2022
Wednesday, November 17, 2021 (9:00 AM)	Wednesday, November 16, 2022 (9:00 AM)
Wednesday, December 15, 2021 (9:00 AM)	Wednesday, December 14, 2022 (9:00 AM)