

Southeast Service Cooperative Board of Directors Meeting

9:00 AM, Wednesday, February 26, 2020

Finance Committee Meeting at 8:30 AM

Present: Theresa Arrick-Kruger, Mike Christensen, Mary Blair-Hoeft, Lynn Gorski, Don Leathers, Jean Roth, Monica Sveen-Ziebell

Absent: Brein Maki, Jason Marquardt

Ex-Officio: Steve Sallee

Staff: Bill Colopoulos, Kari Kubicek, Jill Miller, Dale Walston

Call to Order

Meeting called to order at 9:06 AM by Chair Mary Blair-Hoeft, who declared a quorum.

Approval of Agenda

MOTION: Don Leathers moved, Tess Arrick-Kruger seconded to approve the agenda. Motion passed.

Hearing of Reports

Health Insurance Update. Bill Colopoulos shared that the statewide pool for small groups is moving forward with the hope of stabilizing rate increases statewide. MHC is already seeing advantages in how they are able to rate their pools more judiciously. The result will be to hold the groups less accountable for their rates. Learnings from this project will be applied to the rest of the groups in the future.

Professional Development Report. Kari Kubicek shared more information about professional development sessions happening at Wood Lake Meeting Center (WLMC). They include several behavioral management sessions, the Science is Phenomenal: Teaching with the New MN Science Standards Event on February 27, and the Principal Networking Forum on June 10, 2020. Other offerings at WLMC include mental health and human-centered design sessions, in addition to Microsoft Office trainings. On the Customized Professional Learning side, 40 sessions have been scheduled at member sites for 2019-2020. This is an increase from last year. The top three offerings include cultural competency, suicide prevention, and behavior management. Kari also reviewed the partnerships and initiatives we are working on in the region with regards to professional development.

Program Manager Updates. Steve Sallee provided a written report with updates on Local Government, Development and Innovation, Student Programs, STEM Forward, Wellness, Marketing and Outreach, Wood Lake Meeting Center, Mobile Science Labs, Professional Learning, and Workforce Development.

- This is a busy season for Student Academics, with Knowledge Bowl and the Spelling Bee. Allie Hoffertr from Northfield was announced as the winner yesterday. She will advance to the annual Scripps National Spelling Bee in Washington D.C. in May.
- Cooperative Purchasing Connection (CPC) is doing well. Jerome Evans continues to work in our region.

Executive Director's Report. Steve provided a report and verbal update on the following.

- MHC Update –
 - Bill is team lead for the MHC Underwriting Team. This is keeping him incredibly busy, so we are looking at an equitable way to reimburse for his time from MHC. At the same time, we are exploring the option to supplement some of his services with another position.
 - Steve has been on the road with Bill and Nicole LaChapelle-Strumski visiting current school pool groups to explain the process of insurance renewals. Meetings are going well, and they have received good feedback.
- March 25th Insurance Meeting – We are planning a joint meeting of both pool advisories and the SSC Board to review and explain what is happening with MHC and the future of the pools. The purpose of the meeting is to educate the advisory committees and keep the Board updated. The meeting will take place at SSC from 3:00-5:00 PM on March 25, 2020, before our March Board meeting. Steve will facilitate the forum.
- Special Education Discussions –
 - Steve Sallee recently had discussions with area superintendents about the possibility of SSC providing special education services to school districts in our region. A team of eight from the Southeast Region met with Southwest West Central (SWWC) Service Cooperative in Mankato to learn more about the services they offer. It was a great meeting, and they learned a lot. At yesterday's Superintendent Advisory Committee (SAC) meeting, Steve shared highlights and gave an overview of the SWWC Region. It is a very different region than the Southeast Region and clearly, providing special education services would have to look different for us in SE Minnesota than it does for the SWWC Region. SSC has no intention to compete with schools for special education. We are in a listening stage, and only looking to see if there are supports that we can offer to our members.
 - One of the ideas our team liked is that SWWC hired a person as a recruiting specialist. Their job is to recruit hard-to-find special education teachers for SWWC. They also sell that service out to school districts for a fee. We were very intrigued by this. Steve has asked Katie Schmitt to do some research to see if something like that would make sense for SSC. We are thinking it has potential in SE.
 - The SAC had a long discussion regarding special education concerns. The Zumbro Education District (ZED) and Hiawatha Valley Education District (HVED) in our region are struggling. Next steps include Steve meeting with executive directors from ZED and HVED, in addition to Cherie Johnson, Executive Director from Goodhue County Education District (GCED), to discuss concerns and to determine future steps. In the future, we may bring in a facilitator and host a conversation with ZED and HVED superintendents to help find a resolution. The SSC Board would like to have a few Board members attend as well.
- MSBA Superintendent Search and Strategic Planning – All nine service cooperatives currently have a partnership with MSBA to help promote their superintendent search service. We were approached about doing the same with their strategic planning service. While we also offer this service, we are finding that Amy's capacity is less and less. Therefore, we will be helping to promote MSBA as an option without entering any formal exclusivity partnership.
- AASA National Superintendent Certification Program – Steve reported that we are moving forward with plans for the cohort. We are at twenty-two participants. They include fourteen superintendents from Southeast Minnesota and eight from elsewhere in Minnesota. We will be opening the program to Iowa superintendents as well. SSC will be the fiscal host for the program. We will host the program at Wood Lake Meeting Center (WLMC), in addition to providing administrative support.
- Discussion on Replacing SSC Board Member - Dave Klatt, one of our newest SSC Board members representing the Albert Lea School Board, has submitted his resignation due to a conflict of

interest. His position will need to be filled. At the Board's request, SSC will solicit letters of interest from school board members of districts that are active, voting members of SSC.

Consent Agenda

MOTION: Tess Arrick-Kruger moved, Monica Sveen-Ziebell seconded to approve and accept the items on the consent agenda: January meeting minutes, January balance sheets, January revenue and expenses, January bills, February Superintendent Advisory Committee (SAC) meeting summary, grant funded investment for *FutureForward* customizations, and updated formatting and dates for SSC's HIPAA policies. Motion passed.

Specific Agenda

Programs. Health and Benefits: 2018-2019 School Pool Self-Insured Policy Settlement Recap. Bill Colopoulos provided an update on the 2018-2019 school pool self-insured policy year settlement recap, including actual-to-expected claims ratio, rate stabilization reserve, margin returns, stop loss claims, and incurred by not reported reserve.

MOTION: Tess Arrick-Kruger moved, Mike Christensen seconded to approve the 2018-2019 School Pool Self-Insured Policy Settlement Recap document. Motion passed.

Personnel. Approval to hire Michael Schnell as the Community Engagement Coordinator through the Rural CTE Consortium Grant. Mike will be tasked to provide outreach in communities, support the Career Navigators in schools, and promote *FutureForward*. This position is funded through the Rural CTE Consortium Grant.

MOTION: Lynn Gorski moved, Monica Sveen-Ziebell seconded to approve the hiring of Michael Schnell as the Community Engagement Coordinator through the Rural CTE Consortium Grant. Motion passed.

Operations. Approval of Tess Arrick-Kruger to serve as MHC Board proxy replacing Lynn Gorski as needed.

MOTION: Jean Roth moved, Mike Christensen seconded to approve Tess Arrick-Kruger to serve as MHC Board proxy replacing Lynn Gorski as needed. Motion passed.

Approval of resignation of Dave Klatt, Albert Lea School Board, from the SSC Board of Directors, effective February 7, 2020.

Monica Sveen-Ziebell moved, Don Leathers seconded to approve the resignation of Dave Klatt from the Board of Directors, effective February 7, 2020.

Approval to replace Dave Klatt with Jean Roth on the Finance Committee.

MOTION: Mike Christensen moved, Lynn Gorski seconded to approve the replacement of Dave Klatt with Jean Roth on the Finance Committee. Motion passed.

Information and Sharing

MHC Board meeting minutes. Tess attended the February 5, 2020, meeting.

Next Meeting and Adjournment

The March 2020 Board meeting date is Wednesday, March 25, 2020, at 5:30 PM. A 2020 School Pool Renewal Board & Group Study Session will precede the meeting from 3:00-5:00 PM. The Personnel and Finance Committees will meet at times yet to be determined during the month of March.

MOTION: Lynn Gorski moved, Tess Arrick-Kruger seconded to adjourn the meeting at 10:36 AM. Motion passed.

Jean Roth, Clerk

CALENDAR

2020 and 2021 Board Meeting Schedule – Meetings are located in the Wood Lake Meeting Center at Southeast Service Cooperative and start at 5:30 PM unless otherwise noted.

<u>2020 Meeting Schedule</u>	<u>2021 Meeting Schedule</u>
Wednesday, January 22, 2020 – ANNUAL MTG	Wednesday, January 27, 2021 – ANNUAL MTG
Wednesday, February 26, 2020, 9:00 AM	Wednesday, February 24, 2021
Wednesday, March 25, 2020	Wednesday, March 24, 2021
Wednesday, April 22, 2020	Wednesday, April 28, 2021
Wednesday, May 20, 2020	Wednesday, May 26, 2021
Wednesday, June 24, 2020	Wednesday, June 23, 2021
NO REGULAR MEETING IN JULY	NO REGULAR MEETING IN JULY
JULY, MSC Board Conference, July 8-10, 2020	JULY, MSC Board Conference
Wednesday, August 26, 2020	Wednesday, August 25, 2021
Wednesday, September 23, 2020	Wednesday, September 22, 2021
Wednesday, October 28, 2020	Wednesday, October 27, 2021
Wednesday, November 18, 2020	Wednesday, November 17, 2021
Wednesday, December 16, 2020, 9:00 AM	Wednesday, December 15, 2021

- **Minnesota Service Cooperatives (MSC) Board:** Brein Maki elected at the January 2020 Board meeting to complete a four-year term on the MSC Board January 1, 2020, through December 31, 2023. **Mike Christensen** elected at the January 2020 Board meeting to a four-year term on the MSC Board January 1, 2020, through December 31, 2023.
- **Cooperative Purchasing Connection (CPC) Board:** Mary Blair-Hoeft
- **Minnesota Healthcare Consortium (MHC) Board:** Lynn Gorski
- **Association of Education Service Agencies Conference:** December 2-5, 2020, in Orlando, FL
- **MN Service Cooperatives Board Conference:** July 8-10, 2020, in Alexandria, MN

2020 Board Committees

- **Finance** – Mike Christensen, Lynn Gorski, Mary Blair-Hoeft, Tess Arrick-Kruger, Jean Roth
- **Personnel** – Monica Sveen-Ziebell, Don Leathers, Brein Maki, Tess Arrick-Kruger, Mary Blair-Hoeft
- **Policies/Bylaws** – Don Leathers, Monica Sveen-Ziebell, Jason Marquardt, Jean Roth, Bree Maki
- **Canvassing** – Bree Maki and Mary Blair-Hoeft

2020 Staff Presentation Schedule

January – Annual Meeting
February – Professional Development
March – STEM Forward, Workforce Development
April – Local Government/Development & Innovation
May – Facilities Management, Wood Lake Meeting Center
June – Wellness, Professional Development
July – No Meeting
August – Student Academics, Regional Center of Excellence
September – STEM Forward, Workforce Development
October – Local Government/Development & Innovation
November – Facilities Management, Wood Lake Meeting Center
December – TBD