



Board of Directors Regular Board Meeting Wednesday, November 16, 2022 MINUTES

ATTENDED IN PERSON: Chair Bree Maki, Treasurer Lynn Gorski, Member Mary Urch
Member Don Leathers, Member Jason Marquardt

ATTENDED VIA ZOOM: Member Tess Arrick-Kruger, Clerk Monica Sveen-Ziebell, Amy Grover

EX-OFFICIO: Steve Sallee

STAFF: Dale Walston, Trish Busch, Kari Kubicek, Ashley Karlsson

Unable to Attend: Vice Chair Jean Roth

The meeting was called to order at 5:31 PM by Chair Bree Maki. A quorum was declared.

Mary Urch made a motion, seconded by Jason Marquardt, to approve the agenda. The motion passed unanimously.

HEARING OF REPORTS

Project MOMENTUM Presentation - Ashley Karlsson, Project Director, communicated that SSC has been awarded grant funding under the U.S. DOE's English Language Acquisition: National Professional Development Program. The grant is to support the professional development activities to improve instruction for English Learners and assist education personnel to meet professional standards. This grant is anticipated to provide funding for five years. Ashley and a team are in the process of hiring additional support to successfully run this program.

Presentation of Audit and Management - Abdo, Eick, and Meyers staff gave a brief overview of the annual audit, indicating that an unmodified opinion (clean audit) with no instances of legal compliance issues was issued.

Lynn Gorski made a motion, seconded by Jason Marquardt, to approve the fiscal audit 2021-2022. The motion passed unanimously.

Executive Director Report - Steve Sallee provided several updates including: congratulating Don Leathers on being appointed to the MSBA All State Board, December meeting being hybrid, the hosting of monthly meetings for area leaders with a representative from the MN Department of Education, and the postponement of the local government member visits with Mike Humpals from South Central due to his surgery.

Program Updates - Amy Grover referred to the written report and shared the following updates: an Althing student health event took place at Grand Meadow Schools on November 8 and 9 with 7-12 grade students participating in the event along with a couple staff members. We have been notified by the Bush Foundation that our application for funding to support Althing student event programming has made it through the initial approval stage. The SE MN Redefining Ready Cohort 1 teams met on November 2 and reviewed their metrics and data and continued their work in finalizing a public scorecard. We have formed a Redefining Ready Leadership Team to work together to make the work more Minnesota focused and collaborate on building the program. SSC will receive \$10,000 in funding through MDE to set up, train and support regional crisis response teams. Kari will serve as the Regional Team Lead. The Meeting Center is busy with eight new customers last month. 131 students from 14 school districts participated in the 12th annual Young Authors-Young Artists middle school conference, and the first Junior High Round Robin took place in early

October. Junior high students return in November, and both Junior and Senior High programming will be in full swing in December.

January 1 Health Insurance Pool Renewal Status Update - Dale Walston reported that all 35 groups renewed and two new groups are participating in the pool. While there have been some bumps in the road in the transition from Further to WEX, things are improving. There are still 11 organizations that could potentially be added to the pool.

CONSENT AGENDA

Don Leathers made a motion, seconded by Tess Arrick-Kruger, to approve and accept the items on the consent agenda, including Minutes of the Last Meeting, Balance Sheet, Revenue Expense, Bills, acceptance of funding from MDE for the Regional Crisis Response Teams, and acceptance of funding to support the MN STEM Ecosystem program. The motion passed unanimously.

SPECIFIC AGENDA

Lynn Gorski made a motion, seconded by Mary Urch, to accept the grant from the U.S Department of Education for ELL education services called Project MOMENTUM. The motion passed unanimously.

PERSONNEL AGENDA

Don Leathers made a motion, seconded by Lynn Gorski, to approve the hiring of Ashley Karlsson as the .5 FTE Project MOMENTUM Coordinator, effective October 17, 2022. The motion passed unanimously.

Jason Marquardt made a motion, seconded by Mary Urch, to approve the Project MOMENTUM job description and Gallagher classification letter. The motion passed unanimously.

Tess Arrick-Kruger made a motion, seconded by Don Leathers, to approve the changes in health plan design, employee premium rates, employee account contributions, removal of six-month wait for vacation time and 403B match, and removal of 30 day wait for health, dental and vision insurance, as recommended by the Personnel Committee. The motion passed unanimously.

OPERATIONS AGENDA

Jason Marquardt made a motion, seconded by Lynn Gorski, to approve the Annual Plan/Report. The motion passed unanimously.

Monica Sveen-Ziebell made a motion, seconded by Mary Urch, to approve the consultant contract with Kimberly Pokrandt for MDH School Health Services between 10/15/2022 and 06/30/2023. The motion passed unanimously.

Lynn Gorski made a motion, seconded by Tess Arrick-Kruger, to approve the Board nominations for Jean Roth and Monica Sveen-Ziebell. The motion passed unanimously.

Jason Marquardt made a motion, seconded by Mary Urch, to approve the waiving of paper ballot use for voting. The motion passed unanimously.

ADJOURNMENT AND NEXT MEETING

Jason Marquardt made a motion, seconded by Mary Urch, to adjourn the meeting at 6:51 PM. The motion passed unanimously.

The next SSC Board meeting will be held on Thursday, December 15, 2022, at 5:30 PM.

Respectfully submitted by,
Trish Busch
Administrative Assistant

2022 Meeting Schedule - 5:30 PM

~~Wednesday, January 26, 2022 (ANNUAL MEETING)~~
~~Wednesday, February 23, 2022 (VIRTUAL)~~
~~Wednesday, March 23, 2022~~
~~Wednesday, April 27, 2022~~
~~Wednesday, May 25, 2022~~
~~Wednesday, June 22, 2022 (VIRTUAL)~~
~~JULY – NO MEETING~~
~~Wednesday, August 24, 2022~~
~~Wednesday, September 28, 2022~~
~~OCTOBER – MSC BOARD CONFERENCE~~
~~Wednesday, November 16, 2022~~
Thursday, December 15, 2022 (HYBRID)

2023 Meeting Schedule - 5:30 PM

Wednesday, January 25, 2023 (ANNUAL MEETING)
Wednesday, February 22, 2023 (VIRTUAL)
Wednesday, March 22, 2023
Wednesday, April 26, 2023
Wednesday, May 24, 2023
Wednesday, June 28, 2023
JULY – NO MEETING
Wednesday, August 23, 2023
Wednesday, September 27, 2023
OCTOBER – MSC BOARD CONFERENCE
Wednesday, November 15, 2023
Wednesday, December 20, 2023 (VIRTUAL)