

EAST CENTRAL CENTER FOR EXCEPTIONAL CHILDREN

MINUTES OF MEETING

December 21, 2016

The regular board meeting for the East Central Center for Exceptional Children was held at the East Central office on Wednesday, December 21, 2016 at 10:00 a.m.

Members Present: Members present: Juanita Short, Tom Tracy, Denise Harrington, Jill Louters, and Lane Azure.

Call to Order: The meeting was called to order by chairman Short.

Others Present: Denise Brandvold, director; Cindy Johnson, business manager; Samantha Pfeiffer, Business Manager; DeVon Allmaras, County Superintendent of Schools; and Lori Richter, teacher's representative; were also present.

Addition to the Agenda: Denise Brandvold let the board know that on the agenda, under board action, an early retirement request needed to be added.

Minutes: A change to the November minutes was made by Cindy Johnson to get the required information into the minutes for the signature cards. This was needed to add Samantha Pfeiffer to the accounts as a signer and delete Cindy Johnson from the accounts. This change will be effective January 23, 2017. A motion was made by Louters, seconded by Azure to approve the minutes from November 16th, 2016 meeting. Motion carried.

Financial Report: A motion was made by Harrington, seconded by Tracy to accept the monthly financial report. Motion carried.

Board Expenditures: A motion was made by Azure, seconded by Harrington, to accept the bill listing as reviewed by the board. Motion carried.

Director's Reports to the Board:

Fund Balance: Mrs. Brandvold reported that the budget is in line with expected expenditures and revenue at this time. Figures for the end of November reflect expenditures at 30.59% and revenue received at 44.03%.

Child Count: Mrs. Brandvold finished the child count for the year. Our count this year is 161 children, down 4 children from last year.

Certified Staff Evaluations: The board was informed that the teacher evaluations for the current year were completed within timeline requirements. This includes the four staff members that needed the two step evaluations.

State Improvement Plan: Mrs. Brandvold explained that she hasn't had time to work on the state improvement plan, but she will now that child count is complete.

Blue Cross Insurance: The board held a lengthy discussion on the current coverage and cost of health insurance coverage as provided to the certified staff. It was agreed to contact BCBS and request a

representative come and present the board with various options for coverage at the January meeting. Motion made by Tracy, seconded by Louters. Motion carried.

Student Contracts: Mrs. Brandvold explained that she has completed student contracts within the unit and letters will go out to schools in April, so that they can bill other schools for services provided.

Mentoring Program: Lori Richter has been mentoring Chelsea Aljets and it is going very well.

Para Training has been set up for Monday, January 16, 2017 from 9:00 am to 12:00 pm.

Preschool Screening have been set for:


- NR-S on 1/24/17
- Carrington on 2/2/17
- Fessenden-Bowdon on 2/7/17

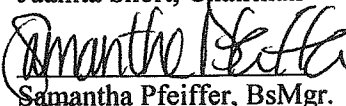
Director's Formative Evaluation: Mrs. Short met with Mrs. Brandvold to go over her evaluation. It was a favorable evaluation. Mrs. Brandvold was commended on a job well done.

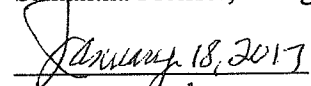
Early Retirement Request: Mrs. Boucher from Fessenden-Bowdon School requested Early Retirement. A motion was made to accept Mrs. Boucher's resignation by Louters, seconded by Harrington. Motion carried. Upon further discussion of East Central Policy C-452, it was learned that Mrs. Boucher has only been with the unit for 7 years and early retirement policy C-452, item B.3, states that to be eligible an employee has to have been with the unit for 10 years, with 5 years being consecutive. When Fessenden-Bowdon joined the unit, there was discussion of the teachers bringing their years of service with them. However, there is no documentation of this. It was also discussed that because Mrs. Boucher is direct billed, the cost of early retirement would fall on Fessenden-Bowdon School. Upon board discussion, directive was giving to Mrs. Brandvold to contact North Dakota School Board Association legal counsel to obtain input on the legality of East Central's Early Retirement policy. Because of this, a motion was made by Louters to rescind the motion accepting Mrs. Boucher's resignation, seconded by Harrington. Motion carried

Open House: There will be an open house at East Central for Cindy Johnson on January 18, 2017 from 3:00 to 5:00 pm to celebrate her retirement and years at East Central.

With no further business to come before the board, the meeting was adjourned. The next regular board meeting will be on January 18, 2017, at 10:00 am.


Juanita Short, Chairman


Samantha Pfeiffer, BsMgr.


Date approved