

EAST CENTRAL CENTER FOR EXCEPTIONAL CHILDREN

MINUTES OF MEETING

January 13, 2022

The regular board meeting of East Central Center for Exceptional Children was held January 13, 2022.

Members Present: Jenna Helseth, Robert Toso, Avolt Baumbach, Kent Dennis, Matt Lokemoen(via Zoom), Jordan Brown, Jill Louters, Kris Kuehn(via Zoom).

Call to Order: The meeting was called to order at 10:00 a.m. by Chairperson Helseth and a quorum established.

Additions/Change to Agenda: It was requested that the meeting order be changed to allow for Derek Flanagan, Eide Bailly Auditor, to present draft audit via Zoom to the board members.

- Derek Flanagan reviewed the Preliminary Audit results and noted that although he is presenting today on draft form yet, they anticipate this to be a clean audit with no misrepresentation of financial information.
- Derek noted that Segregation of Duties would be a finding, as it will always be, due to the size of staff in the Accounting Department.
- Derek reviewed the Power Point including the Financial Statements and the Proposed Journal Entry.
- Questions were asked by board members and answered by Derek.
- Fund balance increase from 2020 to 2021 was discussed. Director, Ashly Wolsky has written significant grants to help reduce the cost burden to the Districts in the Unit. ARP dollars which came in before Fiscal Year end and have not been spent yet, also play a big factor in the balance. That paired with Ashly and Susette cutting expenses in all areas possible have helped to grow the Fund Balance to a balance that would help sustain the unit if hardship hit.
- It was also noted by Director Wolsky, that schools in the Unit should present ideas for use of the ARP funds, that would benefit the Unit as a whole.
- Derek Flanagan, did note that he has seen similar fund balances in Unit's similar to us.
- Avolt Baumbach questioned if the schools have been overbilled because of the fund balance increasing. Director Wolsky explained, that in the current budget 2021/2022, that the mills assessed to the Districts were decreased due to the increasing fund balance, which reflects in smaller assessments.

Minutes: A motion was made by Jill Louters, seconded by Kent Dennis, to approve the minutes of the December 15th Board Meeting, and the December 15th Strategic Planning Retreat Meeting as presented. Motion carried.

Financial Report and Monthly Bills: Reviewed financial report and monthly bill. A motion was made by Kris Kuehn, seconded by Robert Toso, to approve the financials. Motion carried.

Bills Payable: A motion was made by Robert Toso, seconded by Jordan Brown, to approve the bills as presented. Motion carried.

REPORTS TO BOARD

Directors Report

Preschool Screenings: The dates and locations for Preschool Screening are as follows:

- 2/10 Carrington(Federated Church)
- 2/15 Pingree-Buchanan
- 2/23 Fessenden-Bowdon
- 2/25 New Rockford-Sheyenne(East Central)
- 3/2 Kensal
- 3/8 Oberon

Child Count: Director Wolsky noted Child count has been finalized and submitted to the NDPI. It was requested that the report be sent to each school.

National Conference for Exceptional Children: Director Wolsky will attend this conference in Orlando, FL on January 16-19th.

Trauma Training Professional Development: All East Central Staff will be attending full day training on 1/17/22 at the East Central Office.

Board President's Report: No report this month.

OTHER BUSINESS

Mediation: Dean Rummel will mediate between New Rockford Sheyenne School and East Central.

- Per Mike Jacobson, NR-S School Board Member present, NR-S discussed at their regular meeting on 1/11/2022. The result of this discussion was that NR-S Board definitely wants to proceed with mediation with Mr. Rummel and East Central. The NR-S Board took official action and will be touching base with Jenna Helseth, Board President.
- Ashly will send out an email with proposed dates and times.
- As many members as possible of both Boards, Administration and Business Managers will participate in the first meeting. Then possibility after initial meeting of having smaller groups involved.

Policy Committee: President Helseth noted that the Policy Committee met on November 22, 2021 at East Central Office. A meeting is Scheduled for January 24th at East Central from 10am-3pm.

ITEMS RECOMMENDED FOR BOARD ACTION

2nd Reading Policy ACDA Acceptable use policy: Members were given the chance to review and comment. Robert Toso made a motion to approve the 2st reading. Jill Louters seconded the motion. Motion carried.

2nd Reading Policy CAAB Director Evaluation Procedure: Members were given the chance to review and comment. It was pointed out that one error needs to be fixed on line 5 to remove Superintendent and replace with Director. Jill Louters made the motion to approve the 2nd Reading, seconded by Robert Toso. Motion carried.

2nd Reading New Member Policy B-125: Members were given the chance to review and comment. Kent Dennis made the motion to approve the 2nd reading, seconded by Jordan Brown. Motion carried.

Adjournment: With no further business the meeting was adjourned at 9:55am.

The next regular board meeting will be held February 14, 2022 at 10:00am.

Jenna Helseth, Board President

Rena Duchscherer, Business Manager

Date approved