



## **EAST CENTRAL CENTER FOR EXCEPTIONAL CHILDREN**

### **MINUTES OF MEETING**

**5.22.23**

**The regular board meeting of East Central Center for Exceptional Children was held 5.22.23**

**Members Present:** Jenna Helseth- Carrington Board President, Natalie Becker- New Rockford-Sheyenne, Alyson Myhre- New Rockford Community Member, Janelle Helm- Carrington, Matt Lokemoen- Kensal

**Zoom:** Kent Dennis- Fessenden, Amber Krapp- Pingree-Buchanan, Jordon Brown-Oberon

**Others Present:** Ashly Wolsky- East Central Director, Melanie Quinton- East Central Business Manager, Megan Thompson-East Central Teacher

**Call to Order:** The meeting was called to order at 2:08pm. by Chairperson Jenna Helseth and a quorum was established.

**Additions/Change to Agenda:** No additions to the agenda.

**Minutes:** A motion was made by Alyson Myhre, seconded by Janelle Helm to approve the minutes of the April 19th, 2023, Board Meeting. With no further discussion, motion carried.

**Policy Committee Meeting:** A motion was made by Alyson Myhre, seconded by Janelle Helm, to approve May 2nd Policy Committee Meeting Minutes. With no further discussion, motion carried.

**Negotiations Committee Meeting Minutes:** A motion was made by Kent Dennis, Seconded by Janelle Helm to approve Negotiations Committee Meeting Minutes from May 5<sup>th</sup>, 2023. With no further discussion, motion carried.

**Special Board Meeting:** A motion was made by Alyson Myhre, seconded by Janelle Helm to approve the special board meeting minutes from May 11<sup>th</sup>, 2023. With no further discussion, motion carried.

**Financial Report and Monthly Bills:** The Financial Report was reviewed. Ashly noted that we are continuing to spend down the grants and working on student contracts from out of district students. A motion was made by Janelle Helm, seconded by Alyson Myhre to approve the May 2023 Financial Report as presented. With no further discussion, motion carried.

**Bills Payable:** Bills payable were presented and reviewed. A motion was made by Janelle Helm, seconded by Matthew Lokemoen. Allyson Myhre discussed the gift card purchased at DG, Ashly noted it was grant funds for teacher retention. No further discussion motion carried.

### **Directors Report**

Extended School Year (ESY): IEP drives ESY---critical learning period or regression and determines needs for ESY. Most students will be in June from 3-5 weeks with a few teachers traveling to other districts.

Direct Bill to each district: Hours will be submitted to districts to put in for reimbursement at the State level.

Director Leadership Bismarck June 1<sup>st</sup>.

Voc Rehab Grant written/submitted March 17th in the amount of \$48,480 to offset the costs of the Transition Coordinator: APPROVED. We are one of the few rural communities to be awarded this grant: This is East Central's third year to receive this additional funding to support our work with transition services for students across the unit.

Indicator 8: Parent Survey-East Central Special Education Unit took 2nd place in the State for return rate. Our teachers have gone above and beyond getting parents to fill out the survey going to specifically IEP parents.

Special Ed Report Card: Levels of Determination: every school within East Central. Ashly spoke on ways we can resolve some of the red areas on the report are based on percentage of time in the classroom. The Unit did meet requirements across the board this year. (green)

ND awarded grant funds for birth to age 5. (grant submissions available August) Ashly spoke on once we know the requirements we will set our plan for the use of funds if we are awarded. Limited information is available at this time and more information to follow as the grant was briefly discussed at the last directors meeting.

Safety-Care Crisis Prevention Training in place of CPI—training trainers June 6, 7, 8 in Jamestown <https://qbs.com/safety-care-crisis-prevention-training/> Megan Thompson has offered to be one of our trainers and will be no cost to our unit. We have a second spot available for another staff member to become a trainer.

Unit Focus: Reading (UFLI training) and Zones of Regulation to increase graduation rates. Jamestown will bring in the trainer and zero cost to our unit. Megan has offered to be a trainer within our unit. Ashly is looking to fill the other spot. UFLI: <https://ufli.education.ufl.edu>

Zones of Regulation: <https://zonesofregulation.com/index.html> We will continue to with this program. We will also add in Reading and Letters training per requirements from the state.

Mr. Lokemoen stated that Kristen Ekren (Kensal Special Education Teacher) has been noted as life changing for her student in Kensal.

### **Board President report:**

#### IV. OTHER

- 2023-24 Budget (draft) Ashly spoke on budget assumptions.

#### V. ITEMS RECOMMENDED FOR BOARD ACTION

- Teaching Contracts 2023-24 and 2024-25- A motion was made by Matt Lokemoen, seconded by Janelle Helm to approve Kristen Ekren's contract based upon her completion of American Board certification. With no further discussion, motion carried.
- A motion was made by Janelle Helm, seconded by Matt Lokemoen to approve Mariah Weber's contract. With no further discussion, motion carried.
- Paraprofessional Rates and Sub Rates (2 years) increasing to \$14.91 with 3.38%. Jenna would like to see it go to an even \$15. Jenna mentioned an interest in getting them health insurance. Discussion was held. Table until June.
- Sub teacher rate is currently \$152.50. With the 3.38% increase it is \$157.65 Kent Dennis makes a motion to make teacher sub pay \$160. Seconded by Janelle Helm. Matt Lokemoen suggested \$158 instead of the \$160. Opposed by Lokemoen, approved by the rest. Motion carried.
- Director Contract 2023-23 and 2024-25; Jenna noted last year only a 1-year contract was done and suggested this year to do a 2-year contract like the teachers. Jenna noted she started with the same rate 3.38% as teachers, Ashly negotiated an additional \$1000 due to another year of experience. Increase total of 4.35% for year 1 and 3.86% for year two. Janelle helm made a motion to approve the 2-year contract, Matt Lokemoen seconded. All approved, motion carried.
- DDCA: Political Leave, replaces C423 (2nd and final reading) Janelle Helm 1<sup>st</sup>, Alyson Myhre 2<sup>nd</sup>, all approved, motion carried.
- DDCA-BR: Political Leave Board Regulations (1st and final reading) Alyson Myhre, 1<sup>st</sup> Janelle Helm 2<sup>nd</sup>, all approved, motion carried.
- Remove C-423: Personnel Who Seek Public Office delete Matt Lokemoen 1<sup>st</sup>, Janelle Helm 2<sup>nd</sup>, all approved, motion carried.
- C-420: ABSENCES: updated language (2nd & final reading) – Janelle Helm 1<sup>st</sup>, Alyson Myhre 2<sup>nd</sup>, all approved, motion carried.
- C-420.1 EXTRA-CURRICULAR DUTIES NOT RELATED TO SPECIAL- 1<sup>st</sup> reading to remove #2& 3. Leaving 1 & 4. Janelle Helm 1<sup>st</sup>, Alyson Myhre 2<sup>nd</sup>, all approved, motion carried.
- C-431: SUBSTITUTE SPECIAL EDUCATION TEACHER CONTRACT to Long Term Substitute Special Education Teacher: Updated language (2nd and final reading) Alyson Myhre 1<sup>st</sup>, Janelle Helm 2<sup>nd</sup>, all approved, motion carried.
- C-440: Payment of Salary: Remove first paragraph (2nd and final reading) Alyson Myhre 1<sup>st</sup>, Matt Lokemoen 2<sup>nd</sup>, all approved, motion carried.

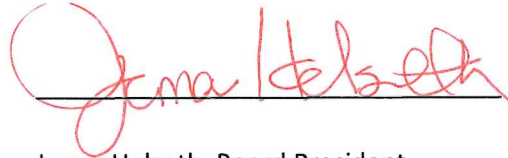
- DI: Personnel Records, replaces C-441 PERSONNEL RECORDS (2nd and final reading) Alyson Myhre 1<sup>st</sup>, Janelle Helm 2<sup>nd</sup>, all approved, motion carried.
- Remove C-441 PERSONNEL RECORDS (2<sup>nd</sup> and final reading DI PERSONNEL RECORDS) Matt Lokemoen 1<sup>st</sup>, Janelle Helm 2<sup>nd</sup>, all approved, motion carried.
- Policy to remove: C-452 EARLY RETIREMENT (1st and final reading) Janelle Helm 1<sup>st</sup>, Matt Lokemoen 2<sup>nd</sup>, all approved, motion carried.
- Remove C-600 FRAUD PREVENTION AND INVESTIGATION (replaced with HEBC: FRAUD PREVENTION & INVESTIGATION, approved April 2022) Janelle Helm 1<sup>st</sup>, Matt Lokemoen 2<sup>nd</sup>, all approved, motion carried.
- Remove D-600 FRAUD PREVENTION AND INVESTIGATION (replaced with HEBC: FRAUD PREVENTION & INVESTIGATION, approved April 2022) Matt Lokemoen 1<sup>st</sup>, Janelle Helm 2<sup>nd</sup>, all approved, motion carried.
- Remove C-424 ALCOHOL AND DRUG ABUSE POLICY/EMPLOYEE, Alyson Myhre 1<sup>st</sup>, Janelle Helm 2<sup>nd</sup>, all approved, motion carried.
- Remove D-204 ALCOHOL AND DRUG ABUSE POLICY/EMPLOYEE- Janelle Helm 1<sup>st</sup>, Matt Lokemoen 2<sup>nd</sup>, all approved, motion carried.
- Remove F-103 DRUG FREE SCHOOLS (replaced DEAA, DRUG AND ALCOHOLFREE WORKPLACE approved February 2023) Matt Lokemoen 1<sup>st</sup>, Janelle Helm 2<sup>nd</sup>, all approved, motion carried.
- DI-BR PERSONNEL RECORDS REVIEW PROCEDURE (1st and final reading) Janelle Helm 1<sup>st</sup>, Matt Lokemoen 2<sup>nd</sup>, all approved, motion carried.
- ACBB SIGNIFICANT CONTAGIOUS DISEASES (1st reading) Janelle Helm 1<sup>st</sup>, Matt Lokemoen 2<sup>nd</sup>, all approved, motion carried.
- Remove F-501 OPEN ENROLLMENT (do not replace) Janelle Helm 1<sup>st</sup>, Matt Lokemoen 2<sup>nd</sup>, all approved, motion carried.
- Remove F-600 ENROLLMENT OF SUSPENDED AND EXPELLED STUDENTS. Janelle Helm 1<sup>st</sup>, Alyson Myhre 2<sup>nd</sup>, all approved, motion carried.
- G110 GIFTS TO SCHOOLS: delete last sentence (1st and final reading) Janelle Helm made a motion to make it 1<sup>st</sup> and final reading, Matt Lokemoen 2<sup>nd</sup>, all approved, motion carried.
- Remove G330 EMERGENCY DRILLS, replaced with DCEE- Janelle Helm 1<sup>st</sup>, Matt Lokemoen 2<sup>nd</sup>, all approved, motion carried.
- Remove G331 DRUG-FREE WORKPLACE, replaced with DEAA DRUG AND ALCOHOL-FREE WORKPLACE- Matt Lokemoen 1<sup>st</sup>, Janelle Helm 2<sup>nd</sup>, all approved, motion carried.

## VI. ADJOURNMENT

Next Board Meeting, Wednesday, June 21st, 2023- Jenna noted to move the meeting date due to admin conference to Monday 26<sup>th</sup> 10:00 am, all approved.

Meeting adjourned at 3:56 pm

Policy Committee Meeting will recess until September.



Jenna Helseth, Board President



Melanie Quinton, Business Manager



Date approved