



EAST CENTRAL CENTER FOR EXCEPTIONAL CHILDREN

MINUTES OF BOARD MEETING

December 17, 2025

The board meeting of East Central Center for Exceptional Children was held on 12.17.25

Members Present: Board President Lindsay Widicker-Fessenden-Bowdon, Natalie Becker-New Rockford-Sheyenne, Janelle Helm-Carrington, Laura Hager-New Rockford-Sheyenne,

Zoom: Chris Triggs-Pingree-Buchanan, Matt Lokemoen-Kensal, Kristi Halvorson-Midkota

Absent: Jenna Helseth-Carrington, Jordan Brown-Oberon

Others Present: Ashly Wolsky- East Central Director, Melanie Quinton- East Central Business Manager, Teacher Representative-Mariah Weber

The meeting was called to order at 10:01 am by Board President Lindsay Widicker, and a quorum was established.

Audit Presentation: Heath Erickson and Craig Hashbarger from Widmer Roel presented the 2024-25 completed audit report, with East Central having an Unmodified Opinion or a clean audit.

A motion was made by Janelle Helm and seconded by Natalie Becker to approve November 19th, 2025 board minutes. With no further discussion, the motion carried.

A motion was made by Laura Hager and seconded by Janelle Helm to approve the December 2025 financial report as presented. With no further discussion, the motion carried.

A motion was made by Natalie Becker and seconded by Laura Hager to approve the December bills presented, including payroll. Discussion was held on OT billing and audit bills. With no further discussion, the motion carried.

Directors Report:

Director Wolsky presented the Child Count, there is 164 students enrolled in East Central services as of December 1st, 2025. Wolsky discussed the trends of students who qualify under the ND guidelines for a disability.

Pre-Ets Contract (Transition services) were discussed. A meeting was held previously with staff from Human Services regarding the contract and the hours going into the grant. The hours are higher with EC case managers entering services than they were when only the transition coordinator was doing them. NDDHS staff will be coming on site to visit transition rooms to verify the grant hours are for work readiness.

ND DPI State meeting on 12/17, Laura Booth, special ed lawyer to follow, Q & A: @ 1 p.m.- was canceled due to low number of questions.

Director Wolsky attended the Regional Director's Meeting 12/16 in Nome. Discussion around human services and the high costs of students in special ed.

Job Corps is something Director Wolsky sees it as another path to success in Highschool, whereas the state sees it as an after high school option versus college. There are 504 accommodations but not IEP support at Job Corp. Updates to follow from Director Wolsky as more information comes to her.

NDAA fall window has closed, EC had 1 alternative assessment in our unit. Spring assessments to follow.

Upcoming Reminders:

Certified staff will be attending Joy Lab Professional Development on Martin Luther King Day at Ann Carlsen Center.

ND DPI scheduled visit on 12/7 in Carrington has been rescheduled due to weather to January 10th, 2026, they have been working together virtually.

Other:

Policy Manual was presented on the website, which is completed, see EC website.

Fund Balance has decreased. Discussion was held on where and why, mainly due to student contracts and high cost of student needs.

Finance Committee will meet for the first time in January 2026.

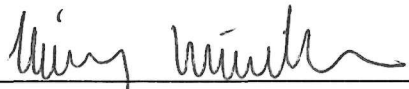
Paperwork Compliance is 100% for December.

Board Action:


A motion was made by Natalie Becker and seconded by Janelle Helm to do a first and final reading using BDA policy to approve updated policy C-431 Long Term Substitute Special Education Teacher, with no further discussion, the motion carried.

The next board meeting date: January 21st at 10:00 am.

The meeting adjourned at 11:11 am.


Lindsay Widicker, Board President


Melanie Quinton, Business Manager


Date Approved



EAST CENTRAL CENTER FOR EXCEPTIONAL CHILDREN

FINANCE COMMITTEE MEETING MINUTES

The finance committee meeting of East Central Center for Exceptional Children was held on 1.13.2026.

Members Present: Jenna Helseth- Carrington, Lindsay Widicker-Fessenden-Bowdon, Laura Hager -New Rockford-Sheyenne, Ashly Wolsky, Melanie Quinton

Absent: Chris Triggs-Pingree-Buchanan


Meeting called to order at 1:12 pm.

Discussion held:

- Fund balance percentage, suggested by auditors of 25%, how we could get there.
- Ann Carlsen costs and students that attend.
- Transportation reimbursement at the district level, reimbursement to the unit it not an option. Kids are bussed to ACC daily from multiple schools. More information will be researched on how to get reimbursement.
- A specific autism room at an EC location versus bussing to Ann Carlsen. Cost to units would be higher to do this versus sending them to ACC.
- The ADM multiplier in our budget was discussed and how it flows into our budget. More information is needed on Special Ed ADM and Regular Ed ADM.
- 5% of shared cost formula in the budget.
- In Lui of health insurance- cash offer. Part-time employees get health insurance and possibly only offering to full-time staff only.
- Student contract income for 2025-26 was discussed.

The next committee meeting date: February 24th, 10:00am-12:00pm

The meeting adjourned at 2:40pm


Board President


Melanie Quinton, Business Manager

1-20-26
Date Approved

RESOLUTION FOR RECORD DESTRUCTION

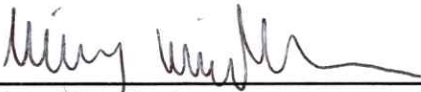
The Board of East Central hereby authorizes the Business Manager to destroy the following records using the method of destruction outlined in ABCD-E1, Record Retention Schedule


Accounts Payable	
Purchase Order/Invoices	1987-1990, 2013-2019
Voided Checks	2018-2019
Cencelled Checks	2012-2012
Manual Journal Entries	2018-2019
Vouchers	1984-1991, 1997-2004
Accounts Receivable	
Receipt Books	1996-2019
Deposit Books	9/30/1998-4/1/2018 9/6/91-2/20/96
Deposit Information	2014-2020
Audit Reports	
Evidence Obtained (Submitted to Auditors)	2019-2020
Bank Records	
Bank Statements	2013-2020
Pledged Security Statements	2012-2020
CCU CD Statements	2011-2012
Benefit/Leave Records	
Leave Balance Reports	2013-2024
Benefit Records-BCBS plan information	2018-2020
Leave Requests	2013-2014
Payroll Records	
Payroll Reports (All in SU digitally)	2013-2020
Payroll Reports	1984-2004
Time Certification Forms	2011-2017
Paystubs	1990-1990
Student Records	
Medicaid Logs	2013-2019
Student Contract Reimbursement	2014-2020
Financial Reports	
Yearly Reports (All in SU digitally)	2011-2018
Balance Reports	1991-2004
Check Registers	1991-1997
Insurance	
Property Insurance Records (NDIRF)	1987-2019
End of Discal Year Fixed Asset Inventory	
Inventory Log	1984-1987, 2015-2017

Purchasing	
Packing Slips	2013-2017
Purchase Requests	2014-2016
Purchasing	
Misc. Correspondance (Mail)	1988-1989

These records shall be destroyed by November 26th, 2025.

Approved this 19 day of November 2025.


Board President


Business Manager