

UPPER VALLEY SPECIAL EDUCATION BOARD MEETING

Tuesday, February 20, 2024 – 10:00 a.m.

Chase Building Conference Room

PRESENT: Aaron Schramm, Steve Swiontek, Kristine Dale, Jill Olson, Darren Albrecht, Shane Robinson.
Guests Present: Jessica Pankow, Shelly Henke, Mitch Jorgenson, Dave Wheeler, Mike Babinski.
Absent: Matt Ford

President Olson called the meeting to order.

PEMBINA SPECIAL EDUCATION COOPERATIVE DISSOLVING: Juve introduced Mike Babinski, Supt. Of the Drayton Public School. It was explained that the Pembina County Special Education Cooperative would be dissolving at the end of the 2023-2024 school year and Drayton is inquiring about joining the Upper Valley Special Education Unit. Drayton caseloads and special education staffing needs were discussed. North Border School District has also expressed an interest in joining UVSE, but is also looking into joining Lake Region Special Education. It was noted that if a District is requesting to join the UVSE Unit, a formal letter must be received from them. Juve will reach out to North Border to discuss this further. Extensive discussion followed. Effects to the budget regarding revenue, expenses, and assessments will be presented at the March meeting. **M/S:** Albrecht-Swiontek to extend the deadline date to May 1st for an outside district to make the final decision on whether or not to join the Unit.

SECRETARY'S REPORT: **MSC:** Swiontek-Schramm to approve minutes of the January meeting as written.

TREASURER'S REPORT: The January 31st report was reviewed. **MSC:** Dale-Albrecht to approve the January 31st Treasurer's Report as presented.

JANUARY BILLS: **MSC:** Dale-Robinson to approve payment of all bills presented.

STAFFING UPDATES: Juve reported he will continue to visit with member districts regarding special education staffing needs for the upcoming year. He has attended UND and U of Mary job fairs and will attend upcoming job fairs in Mayville and Minot. Discussion followed.

DECEMBER 1 CHILDCOUNT BREAKDOWN: Pankow presented a detailed breakdown by disability report of the December 1 Child Count. Discussion followed.

403-B MATCH DISCUSSION: Juve presented a request for consideration on behalf of classified staff members. Currently UVSE does not participate in NDPERS, but does offer classified staff the option of contributing to a 403-B with UVSE matching up to a maximum of 4% of their monthly salary. Classified staff would like to see the 403-B match percentage increased to be in line with NDPERS employer match which is currently at 9.26%. Discussion followed. This will be readdressed at a future meeting.

MARCH 1ST CONTRACTS: Juve reported all contracts based off of the 2023-2025 Master Agreement will be emailed to staff on March 1st and will be due back by March 15th. The signed contracts will be presented at the March board meeting for approval.

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ADDITIONAL BOARD ITEMS: It was noted that the Director's evaluation will be due by March 15th. A special meeting will need to be held prior to the 15th to approve the evaluation.

With no other additional agenda items, the meeting was adjourned.

NEXT MEETINGS: **TUESDAY, MARCH 13, 2024, 9:00 A.M. SPECIAL MEETING TO REVIEW & APPROVE THE DIRECTOR'S EVALUATION. THIS WILL BE A ZOOM MEETING.**

**TUESDAY, MARCH 19TH, 2024, 9:00 A.M. REGULAR BOARD MEETING
CHASE BUILDING CONFERENCE ROOM**

Respectfully submitted,



Renae Grinde, Business Manager

Jill Olson, Board President