

UPPER VALLEY SPECIAL EDUCATION BOARD MEETING

Tuesday, May 23, 2024

Chase Building Conference Room

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

President Olson called the meeting to order.

SECRETARY'S REPORT: MSC: Schramm-Albrecht to approve minutes of the April 22, 2024 Meeting as written.

TREASURER'S REPORT: The April 30, 2024 report was reviewed. MSC: Robinson- Dale t to approve the April 30, 2024 Treasurer's Report as presented.

APRIL BILLS: MSC: Schramm- Robinson to approve payment of all bills presented.

STAFFING UPDATES:

- 1) **New Hires:** Juve presented the following contracts for approval: Stephanie Nice, special education teacher at Drayton School, Ruth Dutch, special education teacher at Grafton School, and Dan Folkers, special education teacher at Midway School. M/S: Albrecht-Schramm to approve each of these contracts. Motion carried unanimously.
- 2) **Resignation:** Juve presented a resignation/request for release from contract from Whitney Holm. Discussion followed. M/S: Albrecht-Robinson to release Holm from her 2024-2025 contract without penalty. Motion carried unanimously.

DIRECTOR CONTRACT 2024-2025: Olson reported having met with Juve and Schramm to discuss options for the Director's 2024-2025 salary and benefit package. M/S: Albrecht-Robinson to offer Juve a 3% salary increase, along with the additional benefit of a family dental plan. Discussion followed. Motion carried unanimously.

LONG TERM SUBSTITUTE PAYMENT OPTIONS: Juve explained that when we hire year long substitutes while they are working on their degree, they are required to complete 12 weeks of teaching in a regular education setting. He asked for clarification on who would be responsible to pay them during that 12 week period. Discussion followed. It was determined that the School District will pay them their stipend for those 12 weeks of regular education teaching, while the special education unit will be responsible to pay for their substitute during that time.

AUGUST PROFESSIONAL DEVELOPMENT: Juve reviewed the schedule for August 8, 14, 15, and 19 professional development. Topics of training will include Ukeru, SDL/Law, and Goalbook. Discussion followed.

ESY BUDGET/CONTRACTS: The staff list and budget for the 2024 ESY Program was presented for approval. M/S: Schramm-Albrecht to approve the plan presented. Motion carried unanimously. ESY contracts will now be issued.

DRAYTON UPDATE: Juve reported that the Drayton School Board met and voted unanimously to join the Upper Valley Special Education Unit beginning July 1, 2024. With the addition of Drayton, the 3 scenarios of board structure were again discussed. M/S: Albrecht-Robinson to accept and approve Scenario #3. Motion carried unanimously. The following structure will go into effect July 1, 2024.

Grafton	2 Members
Park River	1 Member
Larimore, Emerado	1 Member
Cavalier	1 Member
Minto, Manvel	1 Member
Midway, Fordville, Drayton	1 Member

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

**NEXT MEETING: TUESDAY, JUNE 25TH – 10:00 A.M.
 CHASE BUILDING CONFERENCE ROOM**

Respectfully submitted,



Renae Grinde, Business Manager

Jill Olson, Board President