

UPPER VALLEY SPECIAL EDUCATION BOARD MEETING

Tuesday, September 24, 2024 – 10:00 a.m.

Chase Building Conference Room

PRESENT: Darren Albrecht, Jill Olson, Austin Salyer, Shane Robinson, Aaron Schramm, Matt Ford, Dan Juve. Absent: Steve Swiontek. Guests Present: Mike Babinski, Jessica Pankow, Mitch Jorgenson, and Dave Wheeler via phone.

President Olson called the meeting to order.

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

TREASURER'S REPORT: The August 31st report was presented for review. **MSC:** Albrecht-Robinson to approve the report as presented.

AUGUST BILLS: **MSC:** Schramm-Albrecht to approve payment of all bills presented.

EMERADO VIRTUAL TEACHER: Juve updated the Board that Haleigh Jenson, who was planning to start at Emerado after semester break, will not be qualified to teach at that time. He asked that the board consider contracting with Connect Teletherapy as the full-time virtual teacher for the remainder of the year. Discussion followed. **M/S:** Schramm-Robinson to approve this contract at 37.5 hours per week. Motion carried unanimously.

SCHOOL PSYCHOLOGIST: Juve asked that the Board consider participating in an opportunity through Minot State University to secure a second School Psychologist. Minot State has a grant to provide the coursework toward this certification, while teachers continue to case manage as usual. There are currently two teachers within the Unit that have expressed interest in this opportunity. After completion of the internship, Upper Valley would agree to hire one of the candidates on as a second school psychologist in our Unit, with the entire process would taking two years. After much discussion, the Board directed Juve to move forward with this opportunity.

J1 VISA TEACHERS: Juve reported that both J1 teachers have received their provisional teaching certificates. They are currently hoping to have everything in order by the end of the month and arrive here the first week of October. Discussion followed.

TUITION ASSISTANCE: Juve presented Tuition Assistance requests from Marla Nesdahl and Crystal Dvorak. Both will be pursuing their Master's Degrees through Mayville State. Our policy allows for financial assistance of 80% per credit, with a maximum cap of \$400 per credit. It was noted that any scholarship funds or stipends through the State must be used first prior to requesting any reimbursement for credits. **M/S:** Schramm-Ford to approve tuition assistance for both. Motion carried unanimously.

REQUEST FOR DONATION OF SICK LEAVE: A request for sick leave donation was presented on behalf of Kristen Hardy, special education teacher in Grafton. Kristen's infant daughter was diagnosed with liver cancer in May of 2024 at four months old. Discussion followed: **M/S:** Albrecht-Schramm to allow staff members whose accumulated sick leave is more than 30 days to donate to Kristen Hardy no more than 5 days each, and by doing so not reduce the donor(s) days below 30, and allow Kristin Hardy to accept no more than 90 days. Kristin Hardy must exhaust all of her personal and sick leave days prior to accepting donated days." Motion carried unanimously.

With no other additional items, the meeting was adjourned.

THE NEXT MEETING WILL BE AT 10:00 A.M., TUESDAY OCTOBER 15, 2024 AT THE CHASE BUILDING CONFERENCE ROOM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Renae Grinde". The signature is written in black ink and is positioned above a horizontal line.

Renae Grinde, Business Manager

Jill Olson, Board President