

UPPER VALLEY SPECIAL EDUCATION BOARD MEETING
Tuesday, December 16, 2025 – 10:00 A.M.
Chase Building Conference Room

PRESENT: Darren Albrecht, Aaron Schramm, Steve Swiontek, Austin Salyer, Matt Ford, Shane Robinson, Dan Juve.
Absent: Jill Olson. **Guests Present:** Dave Wheeler, Mitch Jorgenson.

Vice President Schramm called the meeting to order.

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

TREASURER'S REPORT: The November 30, 2025 report was presented. Discussion followed. **MSC:** Albrecht-Swiontek to approve this report.

NOVEMBER BILLS: **MSC:** Ford-Swiontek to approve payment of all bills presented.

FINANCIAL DEPOSITORY/PLEDGE OF SECURITIES/INSURANCE CARRIER: With the transition of Bremer Bank to Old National Bank, the following organizational items were officially addressed as follows:

- **FINANCIAL DEPOSITORY:** To name Old National Bank as the financial depository.
- **PLEDGE OF SECURITIES:** To accept Old National Bank's Home Loan Bank Letter of credit as the collateralization of funds.
- **INSURANCE CARRIER:** To accept Old National as the NDIRF insurance carrier.

M/S: Albrecht-Swiontek to accept each of these changes. Motion carried unanimously. Discussion was held regarding the option of switching to a local bank again in July, as Old National provides minimal local service.

STAFFING UPDATES: Juve stated there is a potential applicant for a future physical therapist. Juve also reported there are currently three year long substitutes that will be fully certified to teach next academic year. Discussion followed.

ATP LOCATION: Discussion continued regarding transitioning the ATP classroom at Grafton High School to the LSTC campus. Cost per square foot would be \$4.50, with a total monthly cost of \$456.37. Site specifications were reviewed. **M/S:** Albrecht-Swiontek to move forward with a commitment to LSTC to rent this space for the ATP location. Motion carried unanimously.

With no other additional items, the meeting was adjourned.

THE NEXT MEETING WILL BE TUESDAY JANUARY 20, 2026 AT 10:00 A.M. AT THE CHASE BUILDING CONFERENCE ROOM.

Respectfully submitted,



Renae Grinde, Business Manager

Jill Olson, Board President