

NLSEC Board Meeting Minutes
October 6, 2023, 9:00 a.m.
Carlton High School, 405 School Ave., Carlton, MN 55718

Present:

Barnum Superintendent, Bill Peel
Carlton Superintendent, Donita Stepan
Cloquet Superintendent, Dr. Michael Cary
Cloquet School Board Member, Ken Scarbrough
Cromwell-Wright Superintendent, Nathan Libbon
Hermantown Superintendent, Wayne Whitwam
Lake Superior Superintendent, Jay Belcastro (Virtual)
Moose Lake Superintendent, Billie Jo Steen
Willow River Superintendent, Bill Peel
Wrenshall Superintendent, Jeff Pesta
Northern Lights Special Education Director, Jessa Cook
Northern Lights Academy Asst. Sp Ed Director, Barb Mackey
Northern Lights Special Education Coop. Business Manager, Dawn Hultgren
Northern Lights Special Education Administrative Assistant, Tisha Warbalow

Absent:

Barnum School Board Member, Jessica Unkelhaeuser
Carlton School Board Member, Eryn Szymczak
Esko Superintendent, Aaron Fisher
Esko School Board Member, Todd Rengo
McGregor Superintendent, Brad Johnson
Proctor Superintendent, Kerry Juntunen

Call to order: *The meeting was called to order at 9:33 a.m.*

Approve Agenda:

*Motion made by Superintendent Libbon to approve the October 6, 2023 agenda as presented.
Second by Superintendent Peel. Motion carried.*

Approve August 4, 2023 meeting minutes

Motion made by Superintendent Johnson to approve the August 4, 2023 Board Meeting minutes as presented. Second by Superintendent Libbon. Motion carried.

Personnel

- *Behavior Specialists / ASD Consultants - Role Update this year*
 - *Assignment Changes*
 - *Jill Pring: Barnum, Moose Lake, Willow River, Carlton, NLA, Proctor and Hermantown*
 - *Mike Cohen: McGregor, Cromwell, Wrenshall, Cloquet, Esko and Lake Superior*

Fiscal

- *Approve FY24 Working Budget*
 - *Dawn spoke about the working budget and gave estimates and will look at a revised budget in February 2024.*
 - *Savings in the coordinator/office staff salaries of \$26,000*
 - *State planning budget - decrease of \$16,322.90 due to staff not taking insurance benefits.*

- Increase in the FIN 419 and General Fund Expense due to purchasing of Master Teacher in the amount of \$17,220.00 and SpEd forms increased \$1500.00.
- Retirement Planning, Medical Assistance and IC planning budget stated the same.
- Total working budget decreased by \$34,350.59
- Did we take into consideration the negotiations happening in the districts? Dawn received estimates from the business managers and hopefully by February/March will be able to do a revised working budget.

*Motion made by Superintendent Steen to approve the FY24 Working budget as presented.
Second by Superintendent Peel. Motion carried.*

- *Medical Assistance Revenue Update*
 - *Contact districts for MA billing training*
- *Contracted Services Review*
 - *Informational - up to contracted amount.*
 - *Presence Learning is a minimal amount*

Director's Report

- *Contracts / OTs/PTS*
 - *See email to NLSEC board dated 10/4/23*
 - *OTs/PTS currently are single contracts in Proctor and Barnum.*
 - *OTs/PTS should be housed under the teacher contracts but they may have their own separate language*
 - *Audiologist is it's own single contract*
 - *May impact some of the budget for the OTs/Pts to be on the teacher contracts. Could be different salaries / benefits*
 - *Talked with the lawyer and they are considered teachers*
- *Review NLSEC Talking Points from July 2023*
 - *We now have legislative authority to levy for that at the local board level.*
 - *MDE automatically put it on the levy sheet and they put in the max and included in our levy amount.*
- *MDE Memo - SWS and MA Billing*
 - *Is it only evaluations like school psych or all services that social workers provide?*
 - *Could only be billing social worker services if your district is CTSS certified but none of the Coop districts are.*
 - *Should have gone into effect as of 9/1/23 but may not be going into effect until next school year as it appears that it needs Federal approval*
- *Master Teacher's Paraeducator Training and Testing Update*
 - *Districts are all set-up to use this and Jessa has access to see all districts and who has logged in. Master Teacher is more than just a test, it also offers training.*
 - *Working with Master Teacher to create a Best of or a Top 10 as there is quite a bit of information out on the Master Teacher and can look very overwhelming.*
 - *One page step by step in how to take the test has been shared to the districts*
 - *Set of directions for Hermantown on the Para Protest*
- *Creation of a new Special Educators Teacher Pipeline Program focusing on assisting Tier 1 or 2 teachers, paraprofessionals or other employees to obtain a Tier 3 special education license. Update*
 - *Letters of Support - Deadline is October 10th*
 - *Support of grant letters*
 - *NLSEC is leading the districts*
 - *About 10 possible candidates at this time*

- *CPI Trainings - Considering “Handle with Care” and “UKERU” as possible alternatives*
 - *There will be another CPI trainer trained by the end of the month*
 - *Handle with Care - Different curriculum*
 - *UKERU - not a restraint curriculum it’s a de escalation curriculum Like using a pad to protect. Barb is looking at going to the training in December.*
 - *We wouldn’t look at using just UKERU, we would use it in addition to CPI due to the fact that there are times that a hold is needed.*
 - *Barb sent our lawyer pictures and descriptions of the holds that she is concerned about. The standing child’s in the high level - lawyer’s response not helpful. Barb thinks we probably shouldn’t be using it as it does put some pressure on the child’s chest if done incorrectly. Just got this information.*
 - *There is a difference in the legislation for Principals and teachers can do a hold - if there is imminent danger to self or others. Then there is a definition for all other school staff - to prevent bodily harm or death.*
 - *Could there be CPI training provided at the Gathering of the Great Minds in January? Barb did talk to the trainers and there won’t be training as then the trainers will not get their CEUs.*
 - *Is there any evidence of serious harm or death of a child from a CPI hold in the last 50 years? We have no events or cases. We had a system that was working fine, put it back to how it was.*
- *MARSS - Training/Meeting 10/17 @ NLSEC*
- *October meetings with District teams - Nurses, Psychologists, Social Workers*
- *Meeting with ARCC and continued conversation about regional cooperative operating costs*
- *NLIC / ICCOD - SEAC meeting*
 - *October 4th - joint meeting with Duluth and agencies all come together*
 - *Parental advisory*
 - *(Northern Lights Interagency Council / Interagency Early Intervention Committee / Special Education Advisory Council)*

Future NLSEC Board Meeting Dates:

- *Friday, December 1, 2023, 9 a.m. NLSEC Conference Room*
- *Friday, February 2, 2024, 9 a.m. NLSEC Conference Room*
- *Friday, May 3, 2024, 9 a.m. NLSEC Conference Room*

Adjourn:

Motion made by Superintendent Peel to adjourn the meeting at 10:18 a.m. Second by Superintendent Pesta. Motion carried.