

# South Valley Multi-District Special Education

## BOARD MEETING MINUTES

Wednesday, November 9, 2016 – 10:40 AM (Following Joint Meeting)  
Kindred High School, Kindred, ND

Directors Present: Tom Rettig, President Steve Johnson, VP  
Chad Benson Dan Dalchow  
Chris Larson Ron Stahlecker  
Doug Jacobson

Also Present: John Porter, Director Linda Bladow, Bs. Mgr.

Directors Absent: Randy Cale, Tim Godfrey, Dan Warcken

**CALL TO ORDER:** The November meeting of the South Valley Board was called to order by President Tom Rettig at 10:40 a.m. following the joint meeting with Rural Cass Special Ed.

**AGENDA APPROVAL:** Steve Johnson/Doug Jacobson moved to approve the Agenda as presented. Motion carried.

**CONSENT AGENDA:** It was moved by Steve Johnson/Chris Larson to approve the Consent Agenda (September meeting minutes, Sept-October bills, check register, and financial reports). Motion carried.

### **BOARD BUSINESS**

**Procedural Handbook Documents:** It was moved by Steve Johnson/Chad Benson to approve the Procedural Handbook documents as presented. It will be filed with DPI by November 17<sup>th</sup> and aligns with the Eligibility Document which was submitted in October. Motion carried.

**Preschool Staffing:** John Porter informed the board that the student numbers are up in the Lisbon Preschool afternoon session, and a part-time paraeducator is needed. Ruth Backous has expressed interest in returning to the preschool classroom, and will be contacted about the position.

**ESY Reimbursements:** It was moved by Ron Stahlecker/Steve Johnson to approve the District ESY Reimbursements to include the school district size factor this year. This will generate \$23,533.09. Motion carried.

**Annual Audit Report:** It was moved by Steve Johnson/Ron Stahlecker to approve the 2015-16 annual audit report prepared by Nadine Julson, LLC. Motion carried.

**Vehicles Update:** Two Ford Fusions and two Dodge Caravans were purchased at the state vehicle auction on October 26, 2016, for a total cost of \$26,900. All itinerant staff now have vehicles, and both ends of the unit have a spare backup van. John Porter purchased the 2004 Ford Taurus from the fleet. The board reviewed the current fleet of vehicles.

**Director's Evaluation:** Tom Rettig met with John Porter last week to review the director's evaluation, and stated that all is going well. Future financial planning may include a reduction in the carry-over cash balance. Inservices are available to the districts, and special ed careers are encouraged. The UND resident teacher program participation will continue. It was moved by Steve Johnson/Chad Benson to approve the summary of the director's evaluations prepared by the board. Motion carried.

**Teachers' Evaluations:** John Porter reported on the evaluations being conducted on the new preschool teachers, who are all doing a good job.

**Professional Development:** John reviewed the inservices that were held on the systemic complaint on procedures. John will handle all parent requests for independent educational evaluations. ESY needs to have a better balance throughout the districts. The prior written notice will not be just a meeting invitation, but federal law requires the discussed expectations be documented in the notice to parents, and the special ed action will be added to the form after the meeting. Also completed were the Nurtured Heart and Zones of Regulation trainings. Loren Houle and Cris Deaver will train staff on Woodcock Johnson and Behavior Interventions. A self-assessment tool expected in January from DPI may lead to more professional development needs. Steve Johnson asked John Porter to send a monthly newsletter to administration and special ed staff with legal topics from the Northern Plains Conference. The board discussed district websites being ADA compliant for accessibility.

**Board Committees:**

Finance – Tom Rettig requested the districts pay their ESY payments as discussed.

Transportation – Chad Benson reported on the state vehicle auction, with purchases at reasonable trade-in value prices.

With no additional committee reports or other board business, the meeting adjourned at 11:46 a.m.

**NEXT MEETING:** Wyndmere – Wednesday, January 11, 2017 – 1:00 PM (Note Time Change)

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Tom Rettig, Board President

These minutes are subject to approval at next board meeting.

*Linda Bladow*

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Linda Bladow, Business Manager