**Summary**

**Present:** Scott Monson, Chair, Minneota   
Molly Schilling, Vice Chair, Adrian  
Joe Meyer, Past Chair, Murray County Central  
Dennis Laumeyer, Benson

Ryan Nielsen, Canby

Jeff Horton, Gibbon-Fairfax-Winthrop   
Barry Schmidt, Jackson County Central

Melissa Radeke, Lester Prairie

Klint Willert, Pipestone

Doug Froke, Renville County West

Dr. Chad Anderson, Tracy

Bill Adams, Willmar

Jeff Holm, Willmar  
John Landgaard, Worthington   
Richard Schneider, Yellow Medicine East

**Guests:** Michael Hoheisel and Matt Rantapaa, Baird

**Absent:** Paul Bang, Heron Lake-Okabena

Chris Fenske, Lakeview

Terry Gaalswyk, Minnesota West

Ray Hassing, Round Lake-Brewster   
Sonya Vierstraete, SW Minnesota State University

**Staff:** Cliff Carmody, Executive Director

Tegan Gillund, Director of Finance

Shelly Maes, Director of Member Engagement & SWWC Foundation Executive Director

Mary Palmer, Senior Director of Special Servies

Deecy Jesse, Administrative Assistant

1. Call to Order – Scott Monson, Chair, called the meeting to order at 10:06 a.m.
   1. Welcome and Introductions
   2. Agenda Review and Approval

The agenda was reviewed. Motion by John Landgaard, second by Jeff Holm, to approve the agenda as presented. Motion passed.

* 1. Review and Approve 11/16/23 Meeting Summary

The minutes from the November 16, 2023, Superintendents’ Executive Council meeting were reviewed. Motion by Dennis Laumeyer, second by Molly Schilling, to approve the November 16, 2023, Superintendents’ Executive Council meeting summary. Motion passed.

1. Information/Discussion/Action
   1. Special Education Discussion – what’s working, not working, concerns, etc.   
      Cliff Carmody and Barry Schmidt shared a concern that JCC has with Special Education Teachers needing additional help from the Special Education Directors.

Feedback:

* Severity of student issues has increased;
* Non-licensed teachers;
* Increased student numbers;
* Training for special education teachers;
* Outline services and roles to clarify;
* Push back from teachers when kids transition back to school district;
* Management of expectations

1. SWWC Updates/Program Highlights
   1. Special Services Information/Updates – Mary Palmer

* Child Count information – numbers for region is up from last year. Early childhood has really increased. Directors will have the child count numbers.
* Districts in SW that receive Special Education Administrative Services will do formal Due Process monitoring in Spring 2025.
  1. SWWC Facility Updates – Matt Rantapaa & Michael Hoheisel

Matt shared projects currently in progress (New London EDA, SMSU, & the Agency Admin Office). Preliminary estimated sources and uses of funds for facilities were also shared. Cliff shared information on the location, floor plan, and preliminary project schedule of the SWWC Agency Administration Office Space. Cliff reported that it’s been a successful collaboration with the city. A challenge has been in figuring out how much space is needed.

* + 1. Lease Levy Projections   
       Tegan Gillund shared the estimated projections for member districts and tax impacts. There will be growth in the leases for the Admin building but how districts pay isn’t different from how it’s been done in the last few years.

***Council Request:*** provide communication or bullet points to share out to district communities. Baird will provide information to figure per/district tax costs. Think about bringing together districts and board members to a meeting to discuss or provide a virtual meeting and video to share with full boards.

* 1. Director of Finance Report – Tegan Gillund
     1. FY23 Audit & Fund Balance Summary  
        Tegan provided a 22-23 Audit Summary, Year-End Results, General Fund Revenues, General Fund Expenditures, 23-24 Revenue Budget and 24-25 Preliminary Budget Timeline.
     2. FY24 & FY25 Budget Review Process
     3. FY25 Fees   
        A FY23-24 to FY24-25 Fee Comparison was shared and the information will be emailed.

Contracts will be sent on February 1 and due April 1.

1. SWWC Executive Director Report – Cliff Carmody  
   SWWC Board had 4 seats not filled by the election. The board will need to fill the open seats by appointment. This process should be mostly complete by the February meeting.
2. Committee Reports
   1. Special Education Advisory Committee (Melissa Radeke, Molly Schilling, Ryan Nielsen)  
      The Committee met Tuesday, January 16. Discussed Teacher Pipeline Grant, ELC Updates and news of the ELC - Windom Site Administrator new hire.

Ryan suggested bringing the topic of concerns for Special Education to the Advisory Committee.

1. Communication, Information and Updates
   1. MREA Updates – Cliff Carmody  
      Looking to hire a new Executive Director.
   2. MASA Updates – Dr. Bill Adams  
      Spring conference registration is open. MCPE open to join. The Legislative committee will meet soon to set platform. MASA Region 3 March 5-6. Superintendents’ contracts are coming out soon.
   3. MN Telemedia Report – Paul Bang/Dr. Jeff Horton/Ray Hassing  
      Accepted proposals and expect a meeting soon to go through them.
   4. Post-Secondary Partners Updates
      1. SMSU – Dr. Sonya Vierstraete

* The SMSU School of Education had a successful site visit and PELSB has renewed our accreditation thru 2030.
  + 1. We received CUGMEC (Collaborative Urban and Greater MN Educators of Color) grant funds to support teacher candidates with scholarships during student teaching. If you have any students, paraprofessionals, and tier 1 or 2 teachers of color, please reach out to me.
    2. If you have faculty who want to seek graduate credit for LETRS training, we will be offering AE 580 Science of Reading I (2 credits) & AE 581 Science of Reading II (2 credits) this summer. More information coming soon.
    3. Pegasi Project – SMSU Mustangs with wings soar. Our model education space is nearing the end of the planning phase. We hope to move forward with the construction of the project starting late spring. The goal is to offer a space that is state-of-the-art for our teacher candidates to practice teaching and to invite E-12 learners to campus for “field trips” and potential after-school and summer programming for area learners. We’re excited for the “Pegasi Project” to fly.
    4. MN West Community & Technical College – Dr. Terry Gaalswyk
* Strategic Planning continues, draft planks and strategies emerging from our stakeholder groups and college community.
* Capital Bonding: Minnesota State has submitted Minnesota West’s capital bonding project for remodeling of Nursing spaces and Student Services. The $9.6 million project is focused on the Granite Falls and Worthington campuses.
* Enrollment: Enrollment for spring semester is trending positive.  
  1. SWWC Foundation for Innovation in Education Update – Shelly Maes  
     Shelly’s been busy writing grants and fundraising. Upcoming events: FIRST Tech Challenge, Spelling Bee, and Science & Nature conference.

1. Open Forum/Closing Remarks
2. Adjourned at 12:14 p.m.