

### **Meeting Summary**

- Present:** Joe Meyer, Chair, Murray County Central  
Scott Monson, Vice Chair, Minneota  
John Regan, ACGC  
Molly Schilling, Adrian  
Dennis Laumeyer, Benson  
Michelle Mortensen, Buffalo Lake-Hector-Stewart  
Jeff Horton, Gibbon-Fairfax-Winthrop  
Todd Holthaus, Hills-Beaver Creek  
Barry Schmidt, Jackson County Central  
Chris Fenske, Lakeview  
Melissa Radeke, Lester Prairie  
Terry Gaalswyk, Minnesota West  
Jeff Holm, Willmar  
John Landgaard, Worthington
- Absent:** Ryan Nielsen, Past Chair, Canby  
Paul Bang, Heron Lake-Okabena  
Kevin Enerson, Pipestone  
Ray Hassing, Round Lake-Brewster  
Sonya Vierstraete, SW Minnesota State University  
Richard Schneider, Yellow Medicine East  
Doug Froke, Renville County West  
Bill Adams, Willmar
- Staff:** Cliff Carmody, Executive Director  
Randy Erdman, Director of Finance  
Shelly Maes, Manager of Member Services & Foundation Executive Director  
Deecy Jesse, Administrative Assistant

- I. Call to Order and Introductions – Joe Meyer called the meeting to order at 10:01 a.m.
  - a. Agenda Review and Approval  
The agenda was reviewed. Motion made by John Landgaard, with the addition of Smart Finance Changes, Timeclock Plus and ELC Planning. The motion was seconded by Barry Schmidt, to approve the agenda. Motion passed unanimously.
  - b. Review and Approve 9/15/22 Meeting Summary  
The minutes from the September 15, 2022 Superintendents' Executive Council meeting were reviewed. Motion made by Scott Monson, seconded by Dennis Laumeyer, to approve the minutes from September 15, 2022. Motion passed unanimously.
- II. Action Items
  - a. Superintendent Executive Council Bylaw Changes – Cliff Carmody  
Cliff reviewed the changes made to the Special Education Advisory Committee and MASA

Regional Leadership Team. Motion made by Molly Schilling, seconded by Scott Monson, to approve the Superintendent Executive Council Bylaw Changes as presented. Motion passed unanimously.

### III. Discussion

- a. FY24 Budget Process Review – Randy Erdman  
Next budget update and fee schedule will be provided at the January 19, 2023 meeting. The Council will review FY2023 and FY2024 Capital Budget at the March 22, 2023 meeting and the FY2024 Prelim Budget review will take place at the May 18, 2023 meeting.
- b. Summer Administrative Retreat – Cliff Carmody  
Cliff shared that a Summer Administrative Retreat was held in the past that provided a wide variety of topics along with social/networking time and asked if the Council would like SWWC to look into providing this again. Discussion followed.
  - Would like to see open to all administrators and administrative teams.
  - What are the fees?
  - Would July dates be possible?
  - Could we go in with Lakes Country?
- c. Staffing Shortages & Concerns – John Landgaard  
John shared frustration around sending students to ELC/ALCs. Cliff shared that due to staff shortages, SWWC currently cannot take on more students. SWWC will continue to look at prioritizing supports for districts and build capacity with staff. Work also continues to focus teaching and learning around behaviors and building out supports. SWWC will provide communication as we move forward.
- d. WEX & Timeclock Issues – John Landgaard  
John raised questions around who the state level folks were that made decisions and where was the communication? Many other Superintendents shared frustrations with WEX. Cliff acknowledged that the transition to WEX has been challenging and shared the reason behind the move to WEX. Is the transition trending upwards and therefore getting a little better? Please contact Cliff know if you have any questions.

Timeclocks Plus has also been an issue for Worthington.

Cliff shared how our RMIC region is under the SWWC umbrella for administration. The TC+ decision was made during the middle of the contract and directors were worried about sharing the information too soon. SWWC's understanding is that we will transition off Timeclock Plus to TimeTracker by July 1, 2023. The Council would like an outline of what's happening.

### IV. Standing Reports, Communications, and Updates

- a. Executive Committee Report – NO REPORT – did not meet.
- b. MREA Updates – Todd Holthaus/Dennis Laumeyer  
MREA Conference next week; legislature - money & mandates to be expected; the platform is taking shape legislatively and collaborating with MSBA and MASA.
- c. MN Telemedia Report – Paul Bang, Kevin Enerson, Jeff Horton  
There are three categories to submit RFPs to gain funds and help districts. Please contact Paul, Kevin or Jeff with any questions.
- d. MN River Valley Education District – Chris Fenske  
Challenges with EL Programming and working to gain uniformity.

- e. MN Valley Special Education Cooperative – Rich Schneider – NO REPORT
- f. MASA Updates – Bill Adams  
MASA is cautiously optimistic after election.
- g. Post-Secondary Partners Updates
  - i. SMSU – Dr. Sonya Vierstraete – Report handed out.
    - Thank you to those who participated in our TEAC – Teacher Education Advisory Council – meeting. We invite feedback from anyone who was not able to attend:  
<https://forms.office.com/pages/responsepage.aspx?id=xscRULQKq0ae9PrnSplafxuRyoYslxhliMGRT0UBC7NUNEZXNVc1TEdDT0pTWfNRMDfZVDgyUTIEQy4u>
    - We are preparing the self-study for our PELSB accreditation for submission this November 15, 2022 with our site visit next November of 2023.
    - We have approved para to SPED, para to TESL, and post-baccalaureate licensure programs in ECSE, SPED, and TESL. Both para programs offer year-long residency models for student teaching where candidates can serve as paraprofessionals and student teach part-time for the year. Our post-bacc programs offer education licensure in a reduced number of classes at the grad level.
    - Important Contacts: Director of Clinical Experiences – Rebecca Panka – [rebecca.panka@smsu.edu](mailto:rebecca.panka@smsu.edu)  
Director of Assessment, Accreditation, & Licensure – Kala Kopitski – [kala.kopitski@smsu.edu](mailto:kala.kopitski@smsu.edu)  
(Tier 2 contacts)
  - ii. MN West Community & Technical College – Dr. Terry Gaalswyk
    - Enrollment remains strong
    - Concerns: low enrollment in public safety/law enforcement and health related programs  
Transition: last year 38 searches conducted/32 hires; trying to find a Dean of Customized Training and Career Education; Chancellor announced his intent to retire August 2023.
    - Biannual Budget Process
    - Capital Bonding
    - Post pandemic positioning of the college student
- h. SWWC Foundation for Innovation in Education Update – Shelly Maes  
The Foundation is in the second full year of active fundraising with a goal of \$40,000 to support student enhancement activities. Currently, with grants and donations, we are at \$36,000. Be sure to send your district students to the programs!

## V. SWWC Executive Director Report

- a. SWWC Board Update  
SWWC Board will go from 12 members to 7 members at end of December due to MN Statute requiring a majority being seated school board members. We will do this for one year and current board would like to go back to 12 members next year.
- b. SWWC Facilities Planning

3 major projects:

- Marshall City, Marshall school district and SMSU are working to move ELC – Belview to the Social Science building of SMSU; should know in ten days if it's a go.
- ELC – Willmar transition is moving along. Commissioner Mueller and Assistant Commissioner Graff toured ELC – Willmar and think we opened their eyes.
- Marshall Office lease ends September 2023.

c. Planning – Strategic and Communications

Focusing on SWWC strategic plan with Cheryl Glaeser. Figure out how we continue to move our organization to be a strategic organization.

d. Statewide Service Cooperative Updates (MSC, MHC, and CPC)

- Minnesota Healthcare Consortium – 7 out of 9 service cooperatives make up the Joint Powers.
- Minnesota Service Cooperative – 9 cooperatives; working more closely on career and technical programs in high schools.
- Cooperative Purchasing Connection – 8 of the 9 cooperatives work collaboratively on cooperative purchasing. Sourcewell has its own cooperative purchasing.

VI. Open Forum/Closing Remarks

- Worthington Updates: Community Ed building will be done by first of the year. Regional Superintendent meeting could be held in Worthington 2023 spring. Substitute teacher rate will go to \$200/day.
- Have to look at how we are providing services differently and continue to work together.
- Jackson County Central opening a new building – Regional Superintendent meeting could be held in Jackson 2023 fall.
- Worker Comp Rates

VII. Adjourn

The meeting adjourned at 12:00 p.m.