



Education & Administrative Resources

1420 East College Drive
Marshall, MN 56258
www.swwc.org

Southwest/West Central Service Cooperative

SUPERINTENDENTS' EXECUTIVE COUNCIL

SWWC - Marshall

Thursday, May 18, 2023, 10:00 a.m.

Meeting Summary

Present: Joe Meyer, Chair, Murray County Central
Scott Monson, Vice Chair, Minneota
Ryan Nielsen, Past Chair, Canby
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
Melissa Radeke, Lester Prairie
Kevin Enerson, Pipestone
Sonya Vierstraete, SW Minnesota State University
Richard Schneider, Yellow Medicine East
John Landgaard, Worthington

Guest: Cheryl Glaeser, Achieve Consulting

Absent: Chris Fenske, Lakeview
Paul Bang, Heron Lake-Okabena
Terry Gaalswyk, Minnesota West
Doug Froke, Renville County West
Ray Hassing, Round Lake-Brewster
Bill Adams, Willmar
Jeff Holm, Willmar

Staff: Cliff Carmody, Executive Director
Randy Erdman, Director of Finance
Deecy Jesse, Administrative Assistant

1. Call to Order – Joe Meyer called the meeting to order at 10:01 a.m.
2. Welcome and Introductions
3. Approval of Agenda
The agenda was reviewed. Motion by John Landgaard, seconded by Kevin Enerson, to approve the agenda. Motion passed unanimously.
4. Approval of Minutes (3/23/23)
The minutes from the March 23, 2023, Superintendents' Executive Council meeting were reviewed. Motion made by Dennis Laumeyer, seconded by Michelle Mortensen, to approve the minutes from the March 23, 2023. Motion passed unanimously.
5. Discussion
 - a. SWWC Strategic Planning – Cheryl Glaeser, Achieve Consulting (45 minutes)

Cheryl Glaeser joined the Superintendents' Council to share what the Strategic Planning Team has been working on and what the plan action steps will be.

Strategic Goals

- Developing a Service-Oriented Team
- Enhancing SWWC Communications
- Providing Intentional and Impactful Programs and Services
- Improving Sales & Marketing

What stands out for you?

- Exceptional services
- More connections but seems like people want to work from home.
- Moral/appropriate workload seems low.
- Want to see more in the tone that districts are the Coop and how do we take care of one another.
- Service – done well, shows we are there to serve.

What is missing you'd like to see?

- Facilities

Specific Strategies of the four Goals – questions, concerns, input, etc.?

- Want to see the staff more – do not know who they are.
- Where do we want to go and how it is going to look – become more proactive and less reactive.
- Moving departments down the same path, not in silos, so visions are together.
- Unclear of the cost value auditing/sales & marketing piece.
- A lot is packed in these four goals.
- Staffing
- Conversation of restructuring & facilities

6. Executive Director Report – Cliff Carmody

a. Special Meeting RE: FY2024 Preliminary Budget & Financial Review

We will set up a special meeting to review the budget prior to the SWWC Board Meeting in June.

b. 2023-24 Meeting Schedule

We will continue the virtual and in person meetings and reinstate the Administrative Forum's. The Forum will be a combined meeting in Redwood Falls.

c. Staffing Update – Director of Finance

Randy Erdman is transitioning to a new position at the end of the month. Tegan Gillund will transition to Director of Finance. Accounting Supervisor position is open, and Tegan will work to fill that. Dawn Holtz will move to Hutchinson, and we will work to fill this ELC position.

d. Admin Forum/Legislative Update – June 6.

e. Loy's Retreat – June 28

7. Director of Finance Report – Randy Erdman

a. Facility Planning Update

SWWC ELC -Marshall/Belview

1. Sublease draft in process with MN State.
2. Design team is working with Hay Dobbs for the ELC and ALC Space.

3. Waiting to hear from Legislature about \$7.0 million bonding bill request.
4. Meeting with Baird financial to discuss financing options.

SWWC Central Office

1. ORB Management is working to identify a possible green site for the new building.
2. The design team is continuing to discuss space needs for current and future needs.

SWWC ELC – New London

1. Total project estimate is around \$12.6 million.
2. Project is on budget after bid opening and notice will be provided to contractors after board approval May 31.
3. Breaking ground July 2023.
4. Waiting to hear from Legislature about \$6.0 million bonding bill request.

SWWC ELC – Windom

1. Reviewing current lease and developing strategic plan for Winfair building with Windom Public Schools.
2. Gathering information and cost estimates for adding a shower to Winfair building.

SWWC ELC – Pipestone

1. Playground installation in progress
2. Planning to add individual work learn spaces over the summer.

SWWC ALC – Glencoe

1. Renovate current space to accommodate an additional 20 students from surrounding districts.
2. Work could be done yet this summer.
3. There is currently a waitlist at this location.

8. Committee Reports

- a. Executive Committee Report – Joe Meyer
The Executive Committee met May 1 and talked about meeting schedule for 23-24; summer leadership conference to be held in 2024; the Executive Council Executive Committee will continue to meet 4/5 times a year; membership agreements and facility update.
- b. Special Education Advisory Committee – Melissa Radeke, Ryan Nielsen, Molly Schilling
The Special Education Advisory Committee discussed the preliminary budget report and ELC updates, which included Dawn Holtz leaving; student placements next fall and capacity numbers; some committee terms are expiring June 30; director and due specialist assignments.
Questions:
 - Have sups been involved in director assignment process? Communication could have been better.
 - Liked having Special Ed Report, T&L, etc. updates at Sup Council meetings.
- c. MN Telemedia – Paul Bang, Kevin Enerson, Jeff Horton
No update.

9. Information Items

- a. MREA Updates – Todd Holthaus/Dennis Laumeier
Sam Walseth and Bob Indihar went through highlights of the Ed Bill at the last Tuesday Morning meeting. They will be traveling throughout the state to share Legislative information

b. MASA Updates – Bill Adams

No Update.

c. Post-Secondary Partners Updates

i. SMSU – Dr. Sonya Vierstraete

LETRS – Science of Reading Courses for Graduate Credit

AE 580 SCIENCE OF READING - LETRS I (2 CREDITS)

AE 581 SCIENCE OF READING - LETRS II (2 CREDITS)

*Courses open 5/30 – 8/2. Registration by 5/26/23. Teachers can complete the course(s) at their pace. LETRS certificate must be submitted by 8/2/23 to earn credit.

*Cost is \$150/credit. These credits are for non-degree seeking students, and AE grad credits cannot be applied to a degree.

*See flyer for additional details & registration.

Para-to-SPED & Para-to-TESL programs are offered. Paraprofessionals complete field experiences at their school of employment with a year-long residency student teaching experience, where they are serving as a paraprofessional for ½ days and student teaching in a co-teaching model for ½ days. Potentially Para-to-ELED starting fall of 2023 pending PELSB approval.

The Pegasi Project: Mustangs with Wings Soar – A potential model classroom space with goals of providing on-site lab experiences on the campus of SMSU. This is an organic initiative by the School of Education. Support (ideas or partnerships) are welcome. To join the Mustang movement, consider adding your name and contact to the Pegasi Project form to learn more.

Attachments: LETRS AE Grad Courses flyer & The Pegasi Project flyer

ii. MN West Community & Technical College – Dr. Terry Gaalswyk

No update.

10. Open Forum/Closing Remarks

A lot of money for reading coming out of legislative session. SWWC and other Cooperatives will provide support.

11. Adjourn

Motion by John Landgaard, seconded by Ryan Nielsen, to adjourn the meeting. Motion passed unanimously.