

# **BOARD OF DIRECTORS' MEETING**

January 30, 2023  
SWWC Service Cooperative – Marshall, MN

## **Minutes**

**BOARD PRESENT:** Maydra Maas - Chair, Westbrook/Walnut Grove  
Matt Coleman - Vice Chair, Marshall  
Donald Brugman – Clerk, Windom  
Tom Walsh – Treasurer, KMS  
Jody Bauer, Tracy  
Steve Schnieder, Worthington  
Michael Zins, Fulda

**STAFF PRESENT:** Cliff Carmody, Executive Director  
Amber Bruns, Clinical Director of Behavioral Health Services  
Bobbie Carmody, Administrative Assistant  
Randy Erdman, Director of Finance  
Shelly Maes, Manager of Member Services/Foundation Executive Director  
Abby Polzine, Director of Human Resources  
Amy Sippl, Behavior Analyst Clinical Lead

**ITEM 1:** **CALL TO ORDER**

Chair Maas called the meeting to order at 6:25 pm at the SWWC Service Cooperative – Marshall, MN.

**ITEM 2:** **INTRODUCTION OF GUESTS**

Cliff Carmody introduced staff Shelly Maes, Amber Bruns, and Amy Sippl. A Happy Birthday was also extended to Abby Polzine, Director of Human Resources.

**ITEM 3:** **AGENDA APPROVAL**

Motion by Mike Zins, seconded by Tom Walsh, to approve the agenda with the addition of Item 8.4 – Sunbelt Agreement for Permanent Placement. Motion passed unanimously.

**ITEM 4:** **ORGANIZATION OF THE BOARD**

**4.1 Election of Officers**

Chair Maas called for nominations for Chair. Matt Coleman nominated Maydra Maas. Jody Bauer seconded the nomination. Chair Maas called three times for further nominations; none were made. Motion by Tom Walsh, seconded by Steve Schnieder, that nominations cease, and the secretary cast a unanimous ballot for Maydra Maas for Chair. Maydra Maas was elected as Chair.

Chair Maas called for nominations for Vice Chair. Steve Schnieder nominated Matt Coleman. Jody Bauer seconded the nomination. Chair Maas called three times for further nominations; none were made. Motion by Maydra Maas, seconded by Steve Schnieder, that nominations cease, and the secretary cast a unanimous ballot for Matt Coleman for Vice Chair. Matt Coleman was elected as Vice Chair.

Chair Maas called for nominations for Treasurer. Don Brugman nominated Tom Walsh. Mike Zins seconded the nomination. Chair Maas called three times for further nominations; none were made. Motion by Maydra Maas, seconded by Jody Bauer, that nominations cease, and the secretary cast a unanimous ballot for Tom Walsh for Treasurer. Tom Walsh was elected as Treasurer.

Chair Maas called for nominations for Clerk. Jody Bauer nominated Don Brugman. Mike Zins seconded the nomination. Chair Maas called three times for further nominations; none were made. Motion by Maydra Maas, seconded by Tom Walsh, that nominations cease, and the secretary cast a unanimous ballot for Don Brugman for Clerk. Don Brugman was elected as Clerk.

**4.2 Designation of Official Newspaper**

Motion by Tom Walsh, seconded by Matt Coleman, to adopt a resolution designating the Marshall Independent as the official newspaper for 2023. A roll call vote was taken with Directors Zins, Bauer, Brugman, Schnieder, Coleman, Walsh, and Maas voting in favor. Motion passed unanimously. Minutes of the SWWC Board of Directors meeting will be published on the agency website.

**4.3 Designation Regarding Annual Fiscal Requirements**

Motion by Tom Walsh, seconded by Jody Bauer, to designate depositories for SWWC as presented by resolution. A roll call vote was taken with Directors Zins, Bauer, Brugman, Schnieder, Coleman, Walsh, and Maas voting in favor. Motion passed unanimously.

Motion by Steve Schnieder, seconded by Don Brugman, to adopt the resolution for facsimile signatures as presented. A roll call vote was taken with Directors Zins, Bauer, Brugman, Schnieder, Coleman, Walsh, and Maas voting in favor. Motion passed unanimously.

Motion by Jody Bauer, seconded by Tom Walsh, to appoint the Executive Director and/or the Director of Finance to perform the duties of Treasurer between meetings; appoint the Executive Director, the Director of Finance, Board Secretary, and Executive Assistant to safeguard facsimile signature stamps of the clerk and chair, and to use them for the signing of checks, warrants, and contracts as authorized by the Board; and to authorize the Executive Director, the Director of Finance, the Accounting Supervisor, and the Accounting Technician to order wire transfers between approved financial institutions according to directions from the Executive Director or the Director of Finance. Motion passed unanimously.

**4.4 Board Stipends/Mileage**

Motion by Matt Coleman, seconded by Don Brugman, to establish SWWC Board stipends and mileage payments for 2023 as follows:

**Per Diem** – Board salary of \$100.00 per month

**Insurance Allowances** – Dental – Single or Family -- \$30.00/month

**Board Meeting Stipend**

- \$200.00 per Board Meeting – payable also when board members joins virtually
- \$35 additional stipend paid Board Chair for regular or special Board Meetings attended
- \$15 additional stipend paid Board Clerk for regular or special Board Meetings attended

**Board/Committee Meeting Mileage**

- Mileage per federal IRS guidelines plus \$.30 per mile “windshield time”.
- “Windshield time” will also be paid Board members riding with another person

**Board Committee Meetings (held the same day as regular Board Meetings)**

- |                         |         |
|-------------------------|---------|
| • First Hour            | \$25.00 |
| • Additional 15 minutes | \$6.00  |
| • Additional 30 minutes | \$12.00 |
| • Additional 45 minutes | \$18.00 |
| • Additional 60 minutes | \$24.00 |

**Conferences/Workshops/Meetings/Committee Meetings (held on non-board day)**

- \$200.00 per full day (over 4 hours, including travel time) or \$100.00 per half day (less than 4 hours, including travel time) for representing the Board at meetings, conferences, workshops; mileage per federal IRS guidelines; meal reimbursement per SWWC guidelines
- \$200.00 per full day (over 4 hours, including travel time) or \$100.00 per half day (less than 4 hours, including travel time) for serving on regional or state committees on behalf of SWWC if not paid by hosting agency; mileage per federal IRS guidelines if not paid by hosting agency
- Stipend and mileage will not be paid unless a Board member is specifically asked to be a presenter or a representative of the SWWC at SWWC or other meetings unrelated to actual SWWC Board business
- Board members attending MREA will be reimbursed mileage, but will not be paid a stipend; board member's local district will be encouraged to pay MREA dues plus lodging

Motion passed unanimously.

**4.5 2023 Meeting Dates/Site/Time**

Motion by Tom Walsh, seconded by Mike Zins, to schedule meeting dates from February 2023 through January 2024, beginning at 6:30 pm, at the SWWC Office in Marshall, as follows:

February 27, 2023	August 23, 2023 (Annual Meeting)
March 22, 2023	September 27, 2023 (ELC Site)
April 26, 2023	October 25, 2023
May 24, 2023	November 15, 2023
June 28, 2023	December 20, 2023
July 26, 2023	January 24, 2024

Motion passed unanimously.

**4.6 2023 Board Committee Appointments**

Current board committee assignments were reviewed. Board members should contact Chair Maas if interested in serving on a committee or wish to change a current committee assignment. Due to the reduction in Board members, it was the consensus of the Board to not have a Policy Committee but rather bring policies to the full Board for first and second readings.

**ITEM 5: CONSENT AGENDA APPROVAL**

Motion by Tom Walsh, seconded by Matt Coleman, to approve items on the consent agenda as follows:

**5.1 Minutes – December 28, 2022**

**5.2 Approval of Expenditures**

**5.3 Services Contracts**

- Duluth Public School – Data Privacy Program from 7/1/22-6/30/23 - \$1,600 district/annually and \$.40 student/annually.
- Global Academy - Data Privacy Program from 7/1/22-6/30/23 - \$1,600 district/annually and \$.40 student/annually.
- City of Benson – Membership Dues from 7/1/22-6/30/23 – fee waived, Insurance Pool member.
- City of Lester Prairie – Membership Dues from 7/1/22-6/30/23 – fee waived, Insurance Pool member.
- Wauben-Ogema-White Earth Schools - Data Privacy Program from 7/1/22-6/30/23 - \$1,600 district/annually and \$.40 student/annually.
- Hendricks Public Schools – Wide Area Network from 7/1/23-6/30/24 extended through 6/30/28 - \$65,077.59 service fees and \$12,538 membership fees.

**5.4 Consultant Contracts**

- IEA, Inc. – Environmental/Occupational Health & Safety Management Program Services to member schools for the 2023-24 school year - \$725.00/visit.
- STAR Autism Support, Inc. – training, workshops, consultation services in the field of special education beginning January 6, 2023 - January 6, 2024 - \$33,125.00.

**5.5 Personnel List**

**New Hires:**

- Leslie Cajas, EANS Educational Assistant, full-time (PS-SB1), with fringes, effective 01/16/2023.
- Melissa Fransen, Business Services Specialist, full-time (PS-FY5), with fringes, effective 1/16/2023.
- Mariama Gillespie, EANS Educational Assistant, part-time (PS-SB1), without fringes, effective 1/03/2023.
- Brittany Johnson, School Social Worker, 185 days (BA & 3), with fringes, \$3,000 signing bonus, effective 8/23/2022.
- Seth Johnson, Business Services Specialist, full-time (PS-FY5), with fringes, effective 01/16/2023.
- Alyssa Scharmer, Special Education Paraprofessional, regular full-time, (Schedule A/Step 11), with fringes, effective 1/03/2023.
- Khaleef Warsame, EANS Learning Interventionist, part-time (PS-SB2), without fringes, effective 01/18/2023.
- Kayla Yerigan, Behavior Therapist, full-time (PS-FY2) with fringes, effective 02/07/2023.

**Status Changes:**

- Amanda Bluhm, Special Education Paraprofessional, regular full-time (Schedule A/Step 2), with fringes, to Substitute Special Education Paraprofessional, \$17.36/hour, without fringes, effective 01/11/2023.
- Allisa Puentes, Behavior Therapy Assistant, full-time (PS-FY1), with fringes, to part-time (PS-FY1), without fringes, effective 1/09/2023.
- Ana Youngblood, Special Education Paraprofessional, part-time (Schedule A/Step 0), without fringes, to full-time (Schedule A/Step 0), with fringes, effective 01/09/2023.

**Long-Term Substitute:**

- Kristin Ploeger, Long-Term Substitute ECSE Teacher, (BA & 16), effective 02/06/2023 – 05/08/2023.

**Stipends:**

- Paige Clausen, RBT Certification Stipend, effective 2022-2023.

**Retirement:**

- Mary Willaby, Special Education Paraprofessional, effective 12/31/2022.

**Resignations/Terminations:**

- Siegel Howard, EANS Educational Assistant, effective 12/16/2022.
- Kyle Pollard, Behavior Analyst, effective 02/17/2023.
- Logan Weinzettl, Special Education Paraprofessional, effective 01/06/2023.
- Justin Whelchel, EANS Educational Assistant, effective 12/16/2022.
- Sara Zins, ECSE Teacher, effective 06/07/2023.

Motion passed unanimously.

**ITEM 6: STAFF PRESENTATION – BEHAVIORAL HEALTH SERVICES**

Amber Bruns and Amy Sippl provided information on SWWC Behavioral Health Services which included Objectives; Behavioral Health Services Organizational Structure; Current Staffing; New Projects; School Crisis Response Team; Behavior Analytic Services; BA Outcome Measures; ELC/District Areas of Focus; The READY Clinic Fall 2022 Updates; Current Enrollment; Learning Accomplishment Profile; Barriers Scores; Waitlist and Referrals; and What's Ahead.

**ITEM 7: FOUNDATION UPDATE**

Shelly Maes provided an update on SWWC student enrichment activities, Foundation budget, grants received, individual donors, and ongoing goals.

**ITEM 8: ACTION ITEMS**

**8.1 BAIRD Letter of Engagement**

Motion by Steve Schnieder, seconded by Tom Walsh, to authorize the Director of Finance to enter into a Letter of Engagement with BAIRD to provide consultation services around SWWC facility finance needs. Motion passed unanimously.

**8.2 DSS Memorandum of Understanding**

Motion by Tom Walsh, seconded by Mike Zins, to approve the DSS Memorandum of Understanding offering an additional five days (40 hours) of Emergency closing Leave effective December 1, 2022-June 30, 2023. Motion passed unanimously.

**8.3 SWWC Corporate Office Professional Services Proposal**

Motion by Steve Schnieder, seconded by Matt Coleman, to approve the proposal from Hay Dobbs for professional services related to the SWWC Corporate Office project for \$408,200.00. Motion passed unanimously.

**8.4 Sunbelt Agreement for Permanent Placement**

Motion by Tom Walsh, seconded by Mike Zins, to approve the agreement for permanent placement from Sunbelt to SWWC for a school psychologist in the amount of \$22,500.00. Motion passed unanimously.

**ITEM 9: FINANCIAL REPORT**

Randy Erdman reported 42.1% of revenues have been collected and 35.9% expended as of December 31, 2022; fee development work has been conducted with budget managers with agreements being sent out in February; Jackie Jostock continues to learn the SWWC payroll process and has been a positive addition to the Business Office Team; an additional expenditure report has been created to include wire transfers as a result of the audit recommendation; the program development and capital budget request process has begun; and Abdo has conducted their internal review of business office processes and will bring forth recommendations for improvements in February.

**9.1 Quarterly Investment Report**

An investment performance review was provided for the quarter ended December 31, 2022 with overall performance being positive but below benchmark due to the raising and liquidation of funds for MHC buydown and the Feds are anticipating another interest rate increase which will increase earnings on investments.

**ITEM 10: EXECUTIVE DIRECTOR'S REPORT**

Cliff Carmody shared good news communications regarding the work of Tegan Gillund; congratulated the SWWC Business Office on receiving the 2022-23 ASBO Meritorious Budget Award; shared a letter received from Mary Willaby; shared an article regarding the Cosmos READY Clinic; provided a legislative update; and noted the MHC Joint Powers Board will be meeting to vote on the formation of a statewide large group insurance pool.

**10.1 Facility Update**

The New London ELC project continues to make progress; Lease considerations for the Marshall ELC project will be brought forth to the Board in February; and bonding bill requests have been made for the Marshall and New London ELC projects.

**ITEM 11: FINANCE COMMITTEE REPORT**

**11.1 FY2024 Dues & Fees**

Motion by Matt Coleman, seconded by Jody Bauer, to approve FY2024 Dues and Fees as follows:

**Membership Dues**

Full Membership – open to public school districts, cities, counties, and other governmental agencies as identified in MN Statute 471.59 and are within the SWWC region - \$25 one-time fee.

Associate Membership – Open to (a) nonpublic schools, partnership agencies, or nonprofit organizations within the SWWC region, and to (b) schools – public and nonpublic, cities, counties, partnership agencies, nonprofit organizations, and other governmental agencies outside the SWWC region - \$50 one-time fee.

**Health & Safety Programs**

**Drug & Alcohol Management Program:** Includes Computer Generated Random Selection, Lab Testing, Confidential Information Management, DOT Required Statistical Reports, and Medical Review Officer (MRO Services)

- program subscription fee - \$200.00
- lab analysis urine testing – at cost – direct bill from provider
- mobile collector fee alcohol – at cost – direct bill from provider
- mobile collector fee drug – at cost – direct bill from provider

**Environmental/Occupational Health and Safety Services**

- \$725 per visit (per one-year extension with IEA)

**Health and Safety Management Assistance Services** – consultation and coordination of services related to management of environmental health and safety concerns

- contracts less than 140,000 square feet = one on-site visit/year - \$.0095 or .95 cents per square foot/year
- contracts greater than 140,000 square feet = two on-site visits/year - \$.0095 or .95 cents per square foot/year

**Regional Management Information Center**

**Business Services**

SMART Subscription, License, & Workshop Fee

- \$3,600 per district
- \$2,450 per ed district, and telemedia

UFARS/Finance/Payroll Support & Services Fee

- \$2.90 per student (over 2500)
- \$3.45 per student (1501-2500)
- \$4.00 per student (1500 & under)

UFARS/Finance Support Only

- \$2.60 per student for non-SMART users

Software Support & Development

- \$9.90/student (hosted)
- \$9.10/student (own server)

Additional Business Services Fees

Emergency Services, Training & Additional Accounting Services not covered in Basic Fee:

- at district office - \$80.00/hour + mileage
- at SWWC Office - \$70.00/hour
- small group training: \$120/half day, \$200/full day

ACA Electronic Filing:

- original 1094/1095 B&C Forms - \$275.00
- amended 1094/1095 B&C Forms - \$275.00

Time Tracker Software – contact for quote

Extended Services Subscription

- \$455/day

**MARSS**

MARSS/Other Revenue Reporting Services, Training, Fixed Operations & Workshop Support Services Fees

- \$1,400 per district
- per student assessment - \$.75

**MARSS Training**

- at district - \$80.00/hour + mileage
- at SWWC - \$70.00/hour
- small group/individualized training: \$120/half day; \$200/full day

**Technology Services**

Technology Support Services for Districts with NO Subscription

- technology service: \$89.50/hour
- on-site training fee: \$178.50/hour
- after hours support: \$111/hour
- cybersecurity services: \$280/hour

**Basic Technology Services Subscription**

- enrollment less than 501 - \$955
- enrollment 501 to 1,000 - \$1,760
- enrollment 1,001 to 2,000 - \$2,220
- enrollment 2,001 to 3,000 - \$2,880
- enrollment over 3000 - \$3,140
- CCOGA w/less than 26 employees - \$250
- CCOGA with 26 + employees - \$400

**Supplemental Tech Service (On-Call Services) for Districts WITH a Subscription**

- technology service: \$80.50/hour
- on-site training fee: \$132.50/hour
- cybersecurity services: \$185/hour
- after hours support: billed at normal hourly rate

**Supplemental Technology Services Block Hours (must subscribe to basic tech services)**

**One day per month block**

- 12 months tech support or integration - \$7,428
- 9 months tech integration - \$5,787

**Two days per month block**

- 12 months tech support or integration - \$14,160
- 9 months tech integration - \$11,142

**Technology Coordination/Support & Technology Integration Services (basic tech services subscription included in rates)**

**12-Month Contract Rates**

- 1 day per week - \$580/day (\$30,160 contract)
- 2 days per week - \$540/day (\$56,160 contract)
- 3 days per week - \$504/day (\$78,624 contract)
- 4 days per week - \$485/day (\$100,880 contract)

**9-Month Contract Rates (available for Technology Integration Only)**

- 1 day per week - \$615/day (\$24,600 contract)
- 2 days per week - \$581/day (\$46,480 contract)



- 3 days per week - \$548/day (\$65,760 contract)
- 4 days per week - \$514/day (\$82,240 contract)

Full Time Technology Coordinator Services – service places an FTE equivalency of SWWC employees in a district/entity on a full-time basis. Technology services subscription included in rates

- \$108,000 per year
- 3-year full time technology coordinator discount: A 3-year commitment results in a 3% discount on Annual Technology Coordinator Contract each of the three years. Districts entering into a full-time technology contract for the first time must commit to a 3-year agreement for the initial term – 3-year term price: \$104,760/annual contract

Full Time Technology Coordination/Support and Integration Contract Splitting and Additional Days Fees - Full time contracts may be split between two neighboring school districts or split between Technology Coordination/Support and Tech Integration

Full time contract split between districts/annual cost per district

- 80%/20% split contract - \$975
- 60%/40% split contract - \$1,950

Split between Tech Coordinator/Support and Tech Integration within a single district/annual cost

- 80%/20% split contract - \$1,550
- 60%/40% split contract - \$3,100

Additional day fees, for contracts totaling more than 5 days per week. (Fee will be divided based on contract assignment for contracts split among two districts)

- Each additional day: \$1,200

#### E-Rate Coordination

Member District with a Fund Year 2021-2025 contract in place during FY23

- enrollment less than 300 - \$1,150
- enrollment 301 to 700 - \$1,950
- enrollment 701 to 2,000 - \$2,850
- enrollment 2,001 to 4,500 - \$3,650
- over 4,501 – custom member pricing

Member District starting new Fund Year 2021-2025 contract in FY24

- enrollment less than 300 - \$4,600
- enrollment 301 to 700 - \$5,850
- enrollment 701 to 2,000 - \$8,550
- enrollment over 2,001 - \$10,950

Non-Member District with a Fund Year 2021-25 contract in place during FY23

- enrollment less than 300 - \$1,610
- enrollment 301 to 700 - \$2,730
- enrollment 701 to 2,000 - \$3,990
- enrollment 2001 to 4,500 - \$5,110
- enrollment 4,501 to 7,000 - \$7,840
- enrollment 7,001 to 10,000 - \$10,640
- enrollment 10,001 to 15,000 - \$15,050

- enrollment 15,001 to 25,000 - \$20,720
- enrollment over 25,001: Custom Pricing

Non-Member District starting new Fund Year 2021-25 contract in FY24

- enrollment less than 300 - \$6,440
- enrollment 301 to 700 - \$10,920
- enrollment 701 to 2,000 - \$15,960
- enrollment 2001 to 4,500 - \$20,440
- enrollment 4,501 to 7,000 - \$31,360
- enrollment 7,001 to 10,000 - \$42,560
- enrollment 10,001 to 15,000 - \$60,200
- enrollment 15,001 to 25,000 - \$82,880
- enrollment over 25,001: Custom Pricing

#### Distance Learning Fees

- ITV Course: \$350.00/student/semester
- ITV Host Reimbursement: \$320/student
- ITV Connection Fee: \$475 per class – connection fees are assessed only on courses where enrollment is not run through the SWWC Distance Learning Program

#### Course Management System Fees

- Moodle hosting - \$75.00/course annually
- Moodle in your school - \$1,300/annual contract plus \$1/student annually (max \$750)

#### Cybersecurity Services – requires a 5-year contract commitment

##### Comprehensive Cybersecurity Services

- Non-Member - \$9,815 base + \$13.40/student
- SWWC Member - \$7,510 base + \$13.40/student
- Tech Subscriber - \$6,355 base + \$13.00/student
- Snap-in - \$4,045 base + \$12.25/student – to qualify for snap-in rate, school must purchase an additional technology service at a level of 1 day per week year-round or greater

##### Cybersecurity Assessments

- May be contracted through SWWC in customized arrangements as needed. SWWC Members and Technology Subscribers receive discounts of 10-35% depending on the level of assessment and level of current technology service contracts held by the district.

#### Behavioral Health Services

##### Behavior Analytic Services

- Package A (30 hours) - \$4,500
- Package B (60 hours) - \$8,220
- Package C (120 hours) - \$15,600
- Package D (180 hours) - \$21,650
- .25 FTE (46 days) - \$29,440
- .50 FTE (93 days) - \$58,683
- .75 FTE (139 days) - \$87,987
- 1.0 FTE (185 days) - \$109,570

##### Mental Health Services

- Package A (30 hours) - \$4,500

- Package B (60 hours) - \$8,220
- Package C (120 hours) - \$15,600
- Package D (180 hours) - \$21,650
- .25 FTE (46 days) - \$29,440
- .50 FTE (93 days) - \$58,683
- .75 FTE (139 days) - \$87,987
- 1.0 FTE (185 days) - \$109,570

### **Special Education Services**

#### **Special Education Program Management**

##### **Special Education Cooperative Membership Fee**

- shared cost between all members of Special Education Cooperative based on enrollment

##### **Shared Special Education Administrative Services**

- shared cost between members of Special Education Cooperative (not including districts with a single district administrator)

##### **Single district Special Education Administrator**

- average salary and benefits

#### **Autism Services**

##### **SWWC SpEd Cooperative Member**

- 0-5 students - \$6,250
- 6-10 students - \$12,475
- 11-15 students - \$18,750
- 16-20 students - \$24,975
- over 20 students – add \$1,000 per student

##### **SWWC Non-SpEd Cooperative Member**

- 0-5 students - \$7,200
- 6-10 students - \$14,350
- 11-15 students - \$21,575
- 16-20 students - \$28,725
- over 20 students – add \$1,000 per student

##### **Associate Member**

- 0-5 students - \$7,500
- 6-10 students - \$14,975
- 11-15 students - \$22,500
- 16-20 students - \$29,975
- over 20 students – add \$1,000 per student

Districts that elect to purchase Autism Consultant Services after April 1 may pay additional costs and may do so only if time is available.

Special Education Cooperative Member districts may purchase direct service including case management and additional consultation time. This will be billed by the FTE required as per information gathered through IEP data and other data as deemed appropriate. Districts who wish to purchase direct service support or additional consultation time will be billed at a rate of \$650/day. Additional costs may be incurred if contracts are requested after March 1st and will only be provided if we are able to secure time with a qualified ASD teacher.

**Direct Student Services**

DAPE Teacher – pricing available upon request

ECSE Teacher/Coordinator

- \$108,250 Sped Cooperative Member; \$124,500 Non-Sped Cooperative Member; \$130,000 Associate Cooperative Member

Occupational Therapy

- \$101,750 Sped Cooperative Member; \$117,000 Non-Sped Cooperative Member; \$122,000 Associate Cooperative Member

Physical Therapy

- \$114,750 Sped Cooperative Member; \$132,000 Non-Sped Cooperative Member; \$137,750 Associate Cooperative Member

School Psychologist

- \$113,250 Sped Cooperative Member; \$130,250 Non-Sped Cooperative Member; \$136,000 Associate Cooperative Member

School Social Worker - pricing available upon request

Special Education Teacher - pricing available upon request

Speech Language Pathologist

- \$109,000 Sped Cooperative Member; \$125,500 Non-Sped Cooperative Member; \$130,750 Associate Cooperative Member

Teacher of Deaf/Hard of Hearing

- \$115,000 Sped Cooperative Member; \$132,250 Non-Sped Cooperative Member; \$138,000 Associate Cooperative Member

Teacher of Visually Impaired

- \$108,750 Sped Cooperative Member; \$125,000 Non-Sped Cooperative Member; \$130,500 Associate Cooperative Member

For 2023-24, special education staff fees will be assessed according to the schedule below:

**Itinerant Staff Rate:** Staff assigned to two or more districts will be charged out according to the rates identified in the “Per FTE” column above. A full-time 1.0 equivalency is based on 185 days.

**Single District Rate:** Staff assigned to a single district will receive 4% reduction in listed rates.

Additional costs may be incurred if contracts are requested after April 1.

**Teaching & Learning Services**

**North and South Collaborative**

- Base fee plus student enrollment fee; Tailored C&I Support Add On: Deluxe Services \$800/day + mileage

**Shared Services**

- Base fee plus student enrollment fee; Tailored C&I Support Add On: Deluxe Services \$800/day + mileage

**5+ Days - Deluxe Services** (for districts subscribing to Collaboratives/Shared Services)

- \$800/day + mileage

**5+ Days - Customized Services** (for districts not subscribing to Collaboratives/Shared Services)

- \$900/day + mileage

Professional Learning Training and Support (less than 5 days)

- Full Day (up to 6 hrs): \$1,000/day + mileage
- Half Day (up to 3 hrs): \$500/day + mileage
- Up to 2 hrs (one topic): \$250 + mileage

Instructional Coaching

Regional Program Support (for current participating district instructional coaches, district program leads and leadership team representatives)

- \$2,200-\$2,500 per coach/district program lead

Instructional Coaching Training

- \$6,500-\$8,000 per coach per year (school provides coach)

Regional Structured Literacy Cohort

Total Cost Year 1 LETRS Volume 1 - \$667/person for Lexia, Bundle included in Packages A-D

- Package A (1 spot) - \$1,667
- Package B (2 spots) - \$2,834
- Package C (3 spots) - \$3,951
- Package D (4 spots) - \$5,018
- Package E (5+spots) - \$1,000 for first person + \$400 each additional + \$667/person for Lexia Bundle
- Shared Services or Collaborative Member - \$350/person + \$667/person for Lexia Bundle

Total Cost Year 2 LETRS Volume 2 – Price includes Lexia Learning Bundle Volume 2

- Package A (1 spot) - \$1,000
- Package B (2 spots) - \$1,500
- Package C (3 spots) - \$1,950
- Package D (4 spots) - \$2,350
- Package E (5+spots) - \$1,000 for first person + \$400 each additional
- Shared Services or Collaborative Member - \$350/person

Total Cost Year 3 – Structured Literacy Implementation Support & Guidance

- Package A (1 spot) - \$1,000
- Package B (2 spots) - \$1,500
- Package C (3 spots) - \$1,950
- Package D (4 spots) - \$2,350
- Package E (5+spots) - \$1,000 for first person + \$400 each additional
- Shared Services or Collaborative Member - \$350/person

Project Discovery

- \$550 per group of five students

STARSS Online Academy

- \$575 per credit for Members; \$700 per credit for Non-Members – districts must commit to purchasing 12 credits to participate.

Motion passed unanimously.

**11.2 Fund Balance Assignments**

Motion by Matt Coleman, seconded by Steve Schnieder, to assign fund balance amounts based on audit results for the period ending June 30, 2022, to the following areas:

- Program Development: \$175,000
- Capital Improvement: \$918,000

Motion passed unanimously.

**ITEM 12: MSC/CPC BOARD MEETING UPDATES**

Updates from the recent MSC/CPC board meetings were provided.

**ITEM 13: OPEN FORUM/CLOSING REMARKS**

No comments were made.

**ITEM 14: OTHER**

Chair Maas adjourned the meeting at 8:44 pm. The next meeting of the SWWC Board of Directors is scheduled on Monday, February 27, 2023, beginning at 6:30 pm at SWWC – Marshall, MN.