Southwest/West Central Service Cooperative

**Superintendents’ Executive Council**

Red Baron Arena & Expo - Marshall

Thursday, September 21, 2023, 10:00 a.m.

**Meeting Summary**

**Present:** Scott Monson, Chair, Minneota

Molly Schilling, Vice Chair, Adrian  
Joe Meyer, Past Chair, Murray County Central  
Ryan Nielsen, Canby

Dennis Laumeyer, Benson  
Paul Bang, Heron Lake-Okabena

Todd Holthaus, Hills-Beaver Creek   
Barry Schmidt, Jackson County Central

Melissa Radeke, Lester Prairie  
Terry Gaalswyk, Minnesota West

Klint Willert, Pipestone

Ray Hassing, Round Lake-Brewster   
Sonya Vierstraete, SW Minnesota State University   
Dr. Chad Anderson, Tracy

Bill Adams, Willmar

Jeff Holm, Willmar  
John Landgaard, Worthington

**Guests:** Kim Barse, ORB and Matt Rantapaa, Baird

**Absent:** Jeff Horton, Gibbon-Fairfax-Winthrop

Chris Fenske, Lakeview

Doug Froke, Renville County West  
Richard Schneider, Yellow Medicine East

**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 called the meeting to order at 10:00 a.m.
2. Welcome and Introductions
3. Approval of Agenda

The agenda was reviewed. Motion by John Landgaard, seconded by Ryan Nielsen, to approve the agenda. Motion passed unanimously.

1. Approval of Minutes (5/18/23 & 6/22/23)

The minutes from the May 18, 2023, and June 22, 2023, Superintendents’ Executive Council meetings were reviewed. Motion made by Dennis Laumeyer, seconded by Barry Schmidt, to approve the minutes from May 18, 2023, and June 22, 2023. Motion passed unanimously.

1. Organization of Superintendents’ Executive Council – Scott Monson
   1. Election of Vice Chair

Chair Monson called for nominations of Vice Chair. Molly Schilling was nominated.

Motion by John Landgaard, seconded by Klint Willert, to approve Molly Schilling as Vice Chair. Motion passed unanimously.

* 1. Special Education Advisory Committee Appointment

*Molly Schilling, Melissa Radeke and Ryan Nielsen currently serve on this advisory committee as representatives of the Council. We will need to appoint three people to serve on the Special Education Advisory Committee.*

Motion made by Dennis Laumeyer, seconded by Barry Schmidt, for Molly Schilling, Melissa Radeke and Ryan Nielsen to continue serving on the Special Education Advisory Committee. Motion passed unanimously.

* 1. Executive Committee Appointment

*Current members include Scott Monson, Chair, OPEN Vice Chair, Joe Meyer, Past Chair, John Landgaard, 2023-24, Melissa Radeke, 2024-25, OPEN 2025-26, Tegan Gillund, and Cliff. The newly elected Vice Chair will become a member and 1 representative from the 2025-26 class will need to be appointed.*

Chad Anderson was nominated. Motion by Todd Holthaus, seconded by Molly Schilling, to approve Chad Anderson to serve as the 25-26 Class Member. Motion passed unanimously.

* 1. MN River Valley Ed District Appointment

Chris Fenske currently serves as this representative.

e. MN Valley SPED Cooperative Appointment

Rich Schneider currently serves as this representative.

f. Post-Secondary Members Appointment

Terry Gaalswyk and Sonya Vierstraete are currently serving as representatives.

g. MASA Region III Member Appointment

Bill Adams currently serves as this representative.

h. MREA Member Appointment

Todd Holthaus and Dennis Laumeyer are currently serving as representatives.

i. Minnesota Tele-Media Appointment

Paul Bang and Jeff Horton are currently serving as representatives. Ray Hassing agreed to serve as a representative.

Motion made by John Landgaard, seconded by Chad Anderson, to approve all appointments. Motion passed unanimously.

1. Information/Discussion/Action
   1. SWWC Facility Planning Update – Tegan Gillund/Cliff Carmody

SWWC Facilities have been a work in progress since 2016. A recommendation will be brought to the Board on September 27, 2023. Kim Barse, ORB and Matt Rantapaa, Baird shared Facility Updates.

* 2016/17 started with a Real Estate and Facility plan
* Current Learning Centers: Belview, Cosmos, Montevideo, Pipestone, Willmar, Windom. ALC Programs in Glencoe and Pipestone. Agency Admin Office Relocation in Marshall.
* SMSU Building Project for ELC and ALC
  + - * + Baird has been working on helping with funding options:

Taxable Certificates of Participation

Conduit issuer

SWWC pays and exploring charging member districts to replenish fund balance over the course of several years (lease levy or general fund for repayment).

Discussion followed regarding Setting IV Program in Worthington, SW Initiative Foundation may be a place to visit regarding funding, how many students can this facility hold and is there room for additional students? Superintendents’ Executive Council Chair asked for a one-page summary to share with Boards to include a tentative reschedule plan and talking points.

* Agency Administration Office: SWWC is in negotiations with the City of Marshall for land.
  1. Special Services Information/Updates – Dr. Mary Palmer
     1. SWWC Year 1 Coordinated Early Intervening Services Status

CEIS is part of IDEA. It is the first time SWWC Service Cooperative has received a Year 1 letter. We will need to monitor this. Mary will bring this to the Special Education Advisory Committee to come up with a proposal and bring it back to the Council for advisement.

* + 1. SPED Teacher Pipeline Grant Update

SWWC is applying for grant money. Liz Deen is taking the lead and putting in a lot of time on this. There will be several rounds of grant money. First round SWWC Service Cooperative will apply for is $750,000 to get individuals licensed with a Tier 3 or 4 license. The deadline is October with first round grants being awarded in December.

* + 1. Educational Learning Center Updates

An email update from Jen Kimman will be sent periodically to Superintendents. Mary provided additional updates on programs in ELCs. Laura Jensen and Stacie Hicks are new Site Administrators. A Director of Special Education is assigned to each site to provide guidance and support.

* + 1. Student Support Personnel Legislation – Proposed Use of Funds

Liz Deen, Amber Bruns and Mary Palmer are working on proposals for things we’d like you to consider for the use of the funds. Waiting for more direction from MDE.

* + 1. Future Paraprofessional Training

Amber Bruns, Liz Dean, Mary Palmer and Cassandra Gohman have begun planning for future training. A focus group was formed this summer and will be a starting point for the planning. A training was held this past August in the north and south and was very well received. Online training is also available. A suggestion was made to provide additional dates in the future, with possible mid-year training.

* 1. 2023-24 SWWC Staffing Update – Abby Polzine, Director of Human Resources

No report at this time.

* 1. Other

1. SWWC Executive Director Report
   1. SWWC Bylaws

Two Sets of Bylaws were included in the agenda packet. The SWWC Bylaws have had amendments in initiating membership and withdrawing membership.

* 1. SWWC Board Election

The board went from 12 members to a 7-member board to make sure we had 50% school Board seated members. July 1st change made in bylaws. Our election has 10 seats and we could have 8 new board members. Encourage your district board members to run for election.

* 1. AESA Fellowship

This is a national organization for service agencies. SWWC Board offers a fellowship for a Superintendent to attend with expenses covered.

Two things happen: Superintendent’s get an idea what’s going on around the rest of the country and get an appreciation of the comprehensive services that SWWC provides.

* 1. Day at the Capitol

The day we originally chose does not work well. We will bring some dates to the Superintendents.

* 1. The READ Act

MSC is working with MDE on how to implement the READ Act and what the Cooperative role is. Liz Deen is on point from SWWC. Watch for more information.

* 1. Regional In Person Meetings

September 27 is the Southwest Superintendent Meeting in Slayton and September 28, 2023 is the West Central Superintendent Meeting in Willar. October 25, 2023 is the joint Administrative Forum in Redwood Falls.

* 1. Other

1. Communication, Information and Updates
   1. Executive Committee Report – will have report after the new committee meets.
   2. MREA Updates – Todd Holthaus/Dennis Laumeyer

Regional online meetings are happening to gather information for the MREA legislative platform. At large for South Central and you can apply for that election. MREA Summit is November 12-14, 2023.

* 1. MN Telemedia Report – Paul Bang/Jeff Horton

Last spring MN Telemedia funded upgrading the virtual reality programs available to colleges in region. Will likely do a request for applications.

* 1. MN River Valley Education District – Chris Fenske

Karen Jacobsen is retiring at the end of the year and will do a search for director.

* 1. MN Valley Special Education Cooperative – Rich Schneider

No Report.

* 1. MASA Updates – Bill Adams

Looking for replacements. The annual meeting was this week. Fall conference October 8-10, 2023 in Duluth. Make sure you read the Henton Headlines to keep informed with what’s going on in the state.

* 1. Post-Secondary Partners Updates
     1. SMSU – Dr. Sonya Vierstraete
* Enrollment is up at the University ~ %5
* Approximately 1200 UG candidates/majors (full-time or part-time) in the School of Education

494 grad students in the School of Education

* Clinical Experiences:

Contracts with 184 school districts currently.

Student Teachers for F23 = 48 with 6 Para to Sped in the student teaching residency experience & close to 50 teacher candidates for spring (98 total)

Advanced Practicum = 15

Field Experience placements = 1,568

* New to AY2024 -

Stephanie DeVos – Director of Advising, Recruitment, & Retention

* Para to ELED approval (in addition to the Para to SPED & Para to TESL) – administrator support/signed letters of commitment – field experiences are within district and student teaching residency experience (with ½ time as para and ½ time as student teacher in a co-teach model).

Programming –

PELSB Accreditation Site Visit – November 15-17, 2023

* Post-Bacc Standards of Effective Practice courses (3) – third year and full section
* Reading audit – structured, evidenced-based literacy practices

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)

OR

Possibly counting toward a graduate-level course (or possibly two courses) in the K-12 reading licensure.

* Pegasi Project – Model Education & Professional Development Space
  + 1. MN West Community & Technical College – Dr. Terry Gaalswyk
* Enrollment growth up about 4%. Thank you for the collaborations in our region. MN West is looking for what the needs are. Needs of today’s learners are different from a few years ago… let us know so we can put that in our strategic placement. Met with 18 industry leaders recently and shared how districts are working with CTE.
  1. SWWC Foundation for Innovation in Education Update – Shelly Maes

The fundraising goal is $43,000 for the year. The Foundation is fiscal sponsor for the following CEO Programs for enrichment opportunities:

59 Corridor CEO

Cottonwood Jackson CEO

Lyon and Murray County CEO

Minnesota River Valley CEO

West Central CEO

1. Open Forum/Closing Remarks

Cliff Carmody recognized Joe Meyer for chairing the Superintendents’ Executive Council in 2022-23.

1. Adjourn