

**Paul Bunyan Education Cooperative**  
**EXECUTIVE BOARD MINUTES**  
**WEDNESDAY, JUNE 7, 2017**  
**1 – 2:30 pm NJPA, Staples**

The Paul Bunyan Education Cooperative (PBEC) Executive Board met on Wednesday, June 7, 2017 at NJPA in Staples, MN at 1 pm.

**Present:** Chris Lindholm, Dave Endicott, Mike Malmberg, Jamie Skjeveland, Heidi Hahn and Kim Huether.

Absent: Laine Larson and Bernie Novak

Meeting was called to order at 1 pm.

Moved and seconded approval of the agenda and the February 10, 2017, minutes. Carried.

Heidi reported that the aid reports for fiscal 2016 have been finalized with 4.6% growth factor. Last month Karla Nesheim, PBEC business manager, and Heidi traveled to the districts to meet with the business managers regarding budgeting.

**Mental Health Contracts:**

Information regarding past contract comparisons, projected mental health contracts FY 2017-18 and individual districts' mental health costs breakdown were reviewed. Much discussion was held regarding: base formulas for sped aid 2015-16, the fact that fewer services will be listed on IEP, and more services covered by grants or uncompensated. Individual and group psychotherapy is the service that will be listed on IEP's. Superintendents will sign off on their district contracts and inform their school boards. The superintendents asked that Heidi and Karla contact their business managers to confirm with them how to report and code for their budgets. Heidi will be submitting the new contracts to MDE and DHS for review.

**IOWA: Identified Official with Authority:**

A motion was made to recertify Heidi Hahn as the IOWA representative. Second and carried.

**Fiscal Audit:**

The Board reviewed the agreement for audit services from CliftonLarsonAllen. Motion to approve the contract and to name Mike Malmberg authorized governance to sign the agreement. Second and carried.

**Budget:**

A handout of the proposed budget was included in the packet for review. Heidi reviewed the changes with a reminder that aid is not finalized until April/May. Health and salary costs increased, professional development was cut back. The Paul Bunyan Transition Plus program will now be a Brainerd district program. PBEC staff updates include: the audiologist hired in the fall was released and there will be a need to hire or contract for services. An occupational therapist resigned, interviews were held, but the position will need to be reposted. Interviews will soon be held for the ASD Coordinator position that was not filled last year. Motion was made to approve the budget FY2018. Second and carried.

**Board of Delegates – Alternates:**

Superintendents need to submit names and contact information by June 30, 2017 for an alternate to attend meetings in the absence of the regular delegate.

**Next Meetings:**

Heidi will send out invites...

- Superintendent Meetings – October 13, 2017, December 8, 2017, February 9, 2018 and June 9, 2016. All meetings 11-2:30. Lunch will be provided.
- Board of Delegates Meetings – November 3, 2017 and April 13, 2018, 12 – 1:30. Lunch will be provided.

Meeting adjourned 2 pm.

Kim Huether, Secretary

**Handouts:**

- Agenda
- Minutes February 10, 2017
- Mental Health Contracts and summary sheets
- Proposed Budget FY2018