

**UPPER VALLEY SPECIAL EDUCATION BOARD MEETING**

**Tuesday, September 13, 2022 – 10:30 a.m.**

**Chase Building Conference Room**

**PRESENT:** Jeff Manley, Darren Albrecht, Jill Olson, Jason Keating, Shane Robinson, Aaron Schramm, Steve Swiontek, Dan Juve. Guests: Dave Wheeler, Jessica Pankow, William Young

President Manley called the meeting to order.

**2020-2021 FINANCIAL AUDIT:** William Young, Brady-Martz and Associates, presented and reviewed the 2020-2021 financial audit. Discussion followed. Additional copies of the audit are available at the UVSE office. **M/S:** Swiontek-Schramm to approve the audit. Motion carried unanimously.

**SECRETARY'S REPORT:** **MSC:** Schramm-Keating to approve minutes with corrections noted.

**TREASURER'S REPORT:** August 31<sup>st</sup> report was reviewed. **MSC:** Keating- Olson to approve treasurer's report as presented.

**AUGUST BILLS:** **MSC:** Swiontek-Olson to approve payment of all bills presented.

**STAFFING UPDATES:** Juve presented teaching contracts for Amber Doll and Jennifer Olson. Doll will replace a VOCO Vision virtual teacher assigned to the Cavalier School and Olson will replace a VOCO Vision virtual teacher assigned to the Grafton School. Discussion followed. **M/S:** Olson-Keating to approve both contracts. Motion carried unanimously.

**NDPHIT:** Juve reported that UVSE open enrollment for NDPHIT and MetLife policies ended on September 12<sup>th</sup>.


**ADDITIONAL ITEMS:**

- **Administrative Assistant** – Juve reported he hoped to interview for this position within the next few weeks. Manley and Schramm will be a part of the interview team.
- **District Hired Special Education Staff** – Swiontek initiated discussion of UVSE member districts hiring non-itinerant special education staff to reduce the UVSE office workload. Discussion followed

With no other additional items, the meeting was adjourned.

**THE NEXT MEETING WILL BE TUESDAY, OCTOBER 18, 10:00 A.M., CHASE BUILDING CONFERENCE ROOM.**

Respectfully submitted,



Renae Grinde, Business Manager

---

Jeff Manley, Board Chairman