

## UPPER VALLEY SPECIAL EDUCATION BOARD MEETING

Tuesday, May 16, 2023 – 10:00 a.m.

Chase Building

**PRESENT:** Darren Albrecht, Jason Keating, Steve Swiontek, Shane Robinson, Aaron Schramm, Jill Olson, Jeff Manley, Dan Juve. Guests: Jessica Pankow, Shelly Henke, Jami Frize.

President Manley called the meeting to order.

**SECRETARY'S REPORT:** **MSC:** Swiontek-Keating to approve minutes of the April 13<sup>th</sup> and May 1<sup>st</sup> meetings as written.

**TREASURER'S REPORT:** The April 30<sup>th</sup> report was reviewed. **MSC:** Olson-Schramm to approve the April 30<sup>th</sup> treasurer's report as presented.

**APRIL BILLS:** **MSC:** Keating-Robinson to approve payment of all bills presented.

### **STAFFING:**

- **Rescinded Resignations:** Juve presented requests to rescinded resignations:
  1. Amber Doll, Special Education Teacher in Cavalier
  2. Kate Heck, Special Education Teacher in**M/S:** Olson-Schramm to allow both teachers to rescind their resignations. Motion carried unanimously.
- **New Hires:**  
Melanie Martinez and Courtney Haverland. Both were resident teachers in the Grafton District and will serve as special education teachers in the Grafton District in the 23-24 school year. **M/S:** Keating-Albrecht to approve both contracts. Motion carried unanimously.
- **Resignations:** Juve presented resignations for approval, effective at the end of this school year.
  1. Angela Longtin, Grafton special education teacher
  2. Julie McCann, Grafton occupational therapist**M/S:** Keating-Robinson to accept both of these resignations. Motion carried unanimously.
- **Returning Teacher Contracts:** The list of returning teacher contracts were presented for approval. **M/S:** Swiontek-Olson to approve these contracts.

**COTA NATIONAL BOARD CERTIFICATION REQUEST:** As COTA's also are required to hold a National Board Certification, they requested 75% of the \$2000 increase other professional staff members will be receiving. This would be a \$1500 increase in their annual salary if they are full time. Discussion followed. Motion by Swiontek to deny this request. Motion failed due to a lack of a second. **M/S:** Albrecht-Schramm to approve \$1500 increase for those staff members in Classified Group 1 who are full time and whose licensing requires them to hold a National Board Certification. Motion carried 6-1, Swiontek opposed.

**CASH IN LIEU OF HEALTH INSURANCE:** Albrecht discussed with the Board the negotiating teachers request to receive some type of monetary compensation in lieu of health insurance. Discussion followed. As there were no motions, no changes will be made.

**TUITION REIMBURSEMENT REQUEST:** Kayla Eide, job coach, has requested approval for tuition reimbursement. Eide will go through Certification Central to obtain a special education technician certification. Discussion followed. **M/S:** Albrecht-Keating to approve this request. Motion carried unanimously. It was recommended that Eide first contact DPI to see if there is grant money available to offset this cost.

**SCHOOL PSYCHOLOGIST SALARY/BENEFITS:** Toni Votava's previous salary request was reviewed. As a teacher, Votava would be placed in Lane 7 of the Salary Schedule (MA+36), Step 10. She would also receive the \$2000 for holding a National Board Certification. Discussion followed. **M/S:** Swiontek-Robinson to allow Votava an additional 5 steps, placing her on Step 15, Lane 7, in addition to the \$2000 Board Certification amount. This will be a 187 day contract. Motion carried unanimously.

**COORDINATOR SALARY REQUEST:** Coordinators Jami Frize, Jessica Pankow, and Shelly Henke have requested their salary formula change from **CURRENT:** Placement on Salary Schedule, Plus 10 Days, Plus 15% to **PROPOSED:** Placement on Salary Schedule, Plus 10 Days, Plus 20%. Discussion followed. **M/S:** Keating-Albrecht to approve this salary formula increase. Motion carried unanimously.

**ESY SUMMER SCHOOL BUDGET:** A budget was presented for the 2023 summer school program. Discussion followed. **M/S:** Keating-Schramm to approve the presented budget. Motion carried unanimously.

**BOARD TERMS:** Grinde noted that Jeff Manley and Jason Keating's board terms will expire on June 30<sup>th</sup>. Those districts will need to appoint replacements at their upcoming board meeting(s).

With no other additional items, the meeting was adjourned.

**THE NEXT REGULAR BOARD MEETING WILL BE TUESDAY JUNE 13<sup>TH</sup> AT 11:00 A.M. – CHASE BUILDING, GRAFTON.**

Respectfully submitted,



Renae Grinde, Business Manager

---

Jeff Manley, Board Chairman