

# Cooperative Educational Service Agency 3

## Board of Control (BOC) Meeting Minutes

Monday, August 28, 2023

The Meeting of the Board of Control of the CESA 3 Agency was called to order by Chair Mike Humke at 6:30 p.m. on Monday, August 28, 2023.

Chair Mike Humke led the Board Members in the Pledge of Allegiance.

Roll call was taken, with the following Board members in attendance or \*participating online: \*Benjamin Gavinski, Joni Heisner, Mike Humke, \*Adam Jackson, \*Mark Johnson, \*Janet Matthes, \*Kim Schmelz, and Wendi Stitzer. Member(s) who were not in attendance: Gary Andrews, Bob Hermanson, and April Jennings.

Chair Humke noted the official posting of the meeting by the Proof of Public Notice and the Agenda. A motion was made by Wendi Stitzer and seconded by Joni Heisner that the Proof of Public Notice and Adoption of the Agenda be sufficient under the requirements of the open meeting law and be declared the official Agenda of the meeting. Upon voice vote, with all members voting aye, motion carried.

No public comment.

**MINUTES:** A motion was made by Wendi Stitzer and seconded by Joni Heisner to approve the minutes, as amended, of the regular meeting on [August 1, 2023](#). Upon voice vote, with all members voting Aye, motion carried.

### FINANCIAL REPORT:

**Disbursements** - the Board reviewed the A/P detail check register for July 2023. A motion was made by Wendi Stitzer and seconded by Benjamin Gavinski to approve the disbursements as presented. Upon roll call vote, the following Board Members voted Aye: Benjamin Gavinski, Joni Heisner, Mike Humke, Adam Jackson, Mark Johnson, Janet Matthes, Kim Schmelz, and Wendi Stitzer. Members voting no: none. Motion carried.

### INFORMATION:

#### Building and Grounds Projects and Updates

- a. Major Project Completion
  - i. Dock and Ramp - The loading dock deck between the main building and our storage shed was replaced.
  - ii. Outside Light - The security lighting on the pole required new wires to be replaced.
- b. Annual Building Walk-Through - The Board toured the facilities to gain an understanding of priorities.

#### Upcoming Audit: August 28, 2023-August 29, 2023

An audit was conducted on Monday, August 28th. Due to grants totaling over the single audit threshold amount, Mr. Nutter informed the Board members that CESA 3 is required to have another audit (this school year) on the federal grants received.

### ACTION ITEMS:

#### Create 2023-2024 Building & Grounds Goals

Following the tour of the facilities and the review of 2022-2023 Building & Grounds goals, the Board Members were asked to indicate their 2023-2024 Building & Grounds goals. Suggestions were gathered and a survey will be created for Board Members to complete by prioritizing named goals prior to the next meeting. No action taken at this time.

**Consider Annual Approval for WASB Networking Session at State Education Conference** - A motion was made by Joni Heisner and seconded by Benjamin Gavinski to approve the 2024 WASB Networking Session at State Education Conference. Target budget set for \$3500. Upon roll call vote, the following Board Members voted Aye: Benjamin Gavinski, Joni Heisner, Mike Humke, Adam Jackson, Mark Johnson, Janet Matthes, Kim Schmelz, and Wendi Stitzer. Members voting no: none. Motion carried.

**Consider Speech and Language Resignation** - A motion was made by Wendi Stitzer and seconded by Joni Heisner to approve the resignation from Amanda Meister, Speech and Language, with enforcement of liquidated damages for breaking contract. Upon roll call vote, the following Board Members voted Aye: Benjamin Gavinski, Joni Heisner, Mike Humke, Adam Jackson, Mark Johnson, Janet Matthes, Kim Schmelz, and Wendi Stitzer. Members voting no: none. Motion carried.

**Consider Hiring Long-Term Sub for Occupational Therapy** – A motion was made by Joni Heisner and seconded by Mark Johnson to hire Bridget Wilson for Long-Term Occupational Therapy position, while Morgan Faulkner is taking maternity leave. Upon roll call vote, the following Board Members voted Aye: Benjamin Gavinski, Joni Heisner, Mike Humke, Adam Jackson, Mark Johnson, Janet Matthes, Kim Schmelz, and Wendi Stitzer. Members voting no: none. Motion carried.

**Consider Hiring Director of Special Education for a District** – A motion was made by Wendi Stitzer and seconded by Benjamin Gavinski to hire Peggy Jadack for Director of Special Education position serving one day a week at Cassville School District. Upon roll call vote, the following Board Members voted Aye: Benjamin Gavinski, Joni Heisner, Mike Humke, Adam Jackson, Mark Johnson, Janet Matthes, Kim Schmelz, and Wendi Stitzer. Members voting no: none. Motion carried.

**Next regular Board of Control Meeting will be Monday, September 25, 2023, at 6:30 p.m.**

There being no further business to discuss, a motion was made by Joni Heisner and seconded by Wendi Stitzer to adjourn the meeting at 8:00 p.m. Upon voice vote, with all members voting Aye, motion carried.