

# **BOARD OF DIRECTORS' MEETING**

January 22, 2025  
SWWC – Marshall, MN

## **Minutes**

**BOARD PRESENT:** Matt Coleman - Chair, Marshall  
Jody Bauer – Vice Chair, Tracy  
Amanda Lecy - Clerk, Yellow Medicine East  
Carla Olson – Treasurer, KMS  
Ben Bothun, Lac qui Parle County  
Becky Foster, Westbrook/Walnut Grove  
Tonya Kelly, Dawson/Boyd  
Becky Paluch, Ivanhoe  
Nicole Swanson, Tracy  
Brad Johnson, Superintendent, Renville County West (Ex-Officio)

**STAFF PRESENT:** Cliff Carmody, Executive Director  
Melissa Andree, Behavior Analyst  
Amber Bruns, Clinical Director of Behavioral Health Services  
Bobbie Carmody, Administrative Assistant  
Tegan Gillund, Director of Finance  
Shelly Maes, Foundation Executive Director/Director of Member Engagement  
Abby Polzine, Director of Human Resources  
Amy Sippl, Behavior Analyst Clinical Lead

**ITEM 1:** **CALL TO ORDER**  
Chair Coleman called the meeting to order at 6:37 pm at SWWC – Marshall, MN.

**ITEM 2:** **INTRODUCTION OF GUESTS**  
Cliff Carmody welcomed new board member Tonya Kelly and introduced staff guests Amber Bruns, Amy Sippl, Melissa Andree, and Shelly Maes.

Chair Coleman read the SWWC Mission and Vision statements.

**ITEM 3:** **AGENDA APPROVAL**  
Motion by Nicole Swanson, seconded by Becky Paluch, to approve the agenda as presented. Motion passed unanimously.

**ITEM 4:** **ORGANIZATION OF THE BOARD**  
**4.1 Election of Officers**  
Chair Coleman called for nominations for Chair. Jody Bauer nominated Matt Coleman. Chair Coleman called three times for further nominations; none were made. Matt Coleman was elected for the office of chair by acclamation.

Chair Coleman called for nominations for Vice Chair. Chair Coleman nominated Jody Bauer. Chair Coleman called three times for further nominations; none were made. Jody Bauer was elected for the office of vice chair by acclamation.

Chair Coleman called for nominations for Clerk. Chair Coleman nominated Amanda Lecy. Chair Coleman called three times for further nominations; none were made. Amanda Lecy was elected for the office of clerk by acclamation.

Chair Coleman called for nominations for Treasurer. Chair Coleman nominated Carla Olson. Chair Coleman called three times for further nominations; none were made. Carla Olson was elected for the office of Treasurer by acclamation.

**4.2 Designation of Official Newspaper**

Motion by Becky Foster, seconded by Becky Paluch, to adopt the following resolution:

BE IT RESOLVED, that the Marshall Independent (Marshall) be designated as the official newspaper for 2025. Minutes of the SWWC Service Cooperative Board of Directors meetings will be published on the SWWC Service Cooperative website. A roll call was taken with Directors Coleman, Bauer, Kelly, Olson, Bothun, Foster, Paluch, Swanson, and Lecy voting in favor. Motion passed unanimously.

**4.3 Designation Regarding Annual Fiscal Requirements**

Motion by Jody Bauer, seconded by Carla Olson, to adopt the following resolution:

BE IT RESOLVED, that BMO, Marshall, MN; Bremer Bank, Marshall, MN; MN School District Liquid Asset Funds Plus (MSBA), St. Peter, MN; and PFM Asset Management, Minneapolis, MN be designated as depositories for monies of this Unit for the period January 1, 2025, through December 31, 2025, and the Treasurer of this Unit is hereby authorized and directed to honor and pay any checks, orders, or warrants when signed by any two of the following: Chairperson, Treasurer, Clerk, and to honor the transfer of funds on deposit of said financial institution when initiated by the Chairperson, Treasurer, Clerk, Executive Director, Director of Finance, Accounting Specialist, or Accounting Technician.

The Board further authorizes the Executive Director or the Director of Finance to name additional depositories such as any other federally insured state banks or thrift institutions as designated in MN Statute 118A.02 subd. 1 and as defined in MN Statute 51A.02 subd.53 as it may deem proper.

A roll call was taken with Directors Coleman, Bauer, Kelly, Olson, Bothun, Foster, Paluch, Swanson, and Lecy voting in favor. Motion passed unanimously.

Motion by Ben Bothun, seconded by Becky Foster, to adopt the resolution for facsimile signatures as presented. A roll call was taken with Directors Coleman, Bauer, Kelly, Olson, Bothun, Foster, Paluch, Swanson, and Lecy voting in favor. Motion passed unanimously.

Motion by Becky Paluch, seconded by Nicole Swanson, to appoint the Executive Director and/or the Director of Finance to perform the duties of the Treasurer between meetings; to appoint the Executive Director, the Director of Finance, Board Secretary, and Executive Assistant to safeguard the facsimile signature of the clerk and chair and to use them for the signing of checks, warrants, and contracts as authorized by the Board; and to authorize the Executive Director, the

Director of Finance, the Accounting Specialist, and the Accounting Technician to order wire transfers between approved financial institutions according to directions from the Executive Director or the Director of Finance. Motion passed unanimously.

**4.4 Board Stipends/Mileage**

Motion by Jody Bauer, seconded by Ben Bothun, to establish 2025 SWWC Board stipend and mileage payments as follows:

**Per Diem** – Board salary of \$100.00 per month

**Insurance Allowances** – Dental – Single or Family -- \$40.00/month

**Board Meeting Stipend**

- \$200.00 per Board Meeting – payable also when board members joins virtually
- \$35 additional stipend paid Board Chair for regular or special Board Meetings attended
- \$15 additional stipend paid Board Clerk for regular or special Board Meetings attended

**Board/Committee Meeting Mileage**

- Mileage per federal IRS guidelines plus \$.40 per mile “windshield time”.
- “Windshield time” will also be paid Board members riding with another person

**Board Committee Meetings (held the same day as regular Board Meetings)**

- First Hour \$25.00
- Additional 15 minutes \$6.00
- Additional 30 minutes \$12.00
- Additional 45 minutes \$18.00
- Additional 60 minutes \$24.00

**Conferences/Workshops/Meetings/Committee Meetings (held on non-board day)**

- \$200.00 per full day (over 4 hours, including travel time) or \$100.00 per half day (less than 4 hours, including travel time) for representing the Board at meetings, conferences, workshops; mileage per federal IRS guidelines; meal reimbursement per SWWC guidelines
- \$200.00 per full day (over 4 hours, including travel time) or \$100.00 per half day (less than 4 hours, including travel time) for serving on regional or state committees on behalf of SWWC if not paid by hosting agency; mileage per federal IRS guidelines if not paid by hosting agency
- Stipend and mileage will not be paid unless a Board member is specifically asked to be a presenter or a representative of the SWWC at SWWC or other meetings unrelated to actual SWWC Board business
- Board members attending MREA will be reimbursed mileage, but will not be paid a stipend; board member's local district will be encouraged to pay MREA dues plus lodging

Motion passed unanimously.

**4.5 2025 Board Meeting Dates/Site/Time**

Motion by Matt Coleman, seconded by Carla Olson, to approve Board meeting dates, site, and time for February 2025 through January 2026, beginning at 6:30 pm at SWWC - Marshall as follows:

February 26, 2025	August 27, 2025 (Annual Meeting)
March 26, 2025	September 24, 2025 (ELC Site)
April 23, 2025	October 22, 2025
May 28, 2025	November 19, 2025
June 25, 2025	December 17, 2025
July 23, 2025	January 28, 2026

Motion passed unanimously.

**4.6 SWWC Legal Counsel**

Motion by Carla Olson, seconded by Amanda Lecy, to select Pemberton Law, Kinney & Larson, and Ratwik, Roszak, and Maloney as SWWC legal counsel and authorize the SWWC Board Chairperson, Executive Director, Director of Human Resources, Director of Finance, and Senior Director of Special Services to contact SWWC's legal counsel as presented. Motion passed unanimously.

**4.7 2025 Board Committee Appointments**

Board Committees, membership, and vacancies on committees were reviewed. Ben Bothun volunteered to serve on the MN Healthcare Consortium Joint Powers Board of Directors; Nicole Swanson on the SWWC Foundation Board; Becky Paluch on the SWWC Finance Committee; and Amanda Lecy on the MN Service Cooperatives Board of Directors and as an alternate on the Cooperative Purchasing Connection Joint Powers Board.

**ITEM 5: CONSENT AGENDA APPROVAL**

Motion by Carla Olson, seconded by Becky Paluch, to approve items on the consent agenda as follows:

**5.1 Minutes – December 18, 2024**

**5.2 Approval of Expenditures**

**5.3 Services Contracts**

- Fulda Public Schools – Deaf and Hard of Hearing Services – 7/1/24 – 6/30/25 - \$8,470.00.
- Hills/Beaver Creek School – Physical Therapy Services – 7/1/24-6/30/25 - \$1,275.00.
- Lester Prairie Public School – Deaf and Hard of Hearing Services – 7/1/24-6/30/25 - \$16,940.00.
- Eagle Ridge Academy – SWWC Membership Dues – 1/1/25 – fee waived/Insurance Pool member.
- City of Tracy – SWWC Membership Dues – 1/1/25 – fee waived/Insurance Pool member.

- Lincoln County – SWWC Membership Dues – 1/1/25 – fee waived/Insurance Pool member.

#### **5.4 Consultant Contracts**

- IEA, Inc. – Amendment #5 to extend the contract with IEA, Inc. for on additional year until June 30, 2026, with a \$39/visit increase for contracting districts from 7/1/25-6/30/26 - \$822/visit.
- Sunbelt Staffing, LLC – To provide Speech/Language Pathology services from 1/30/25-6/6/25 with contracted Tele-practitioner Josie Ekholm Brown - \$127.00/hour.
- Sunbelt Staffing, LLC – To provide Speech/Language Pathology services from 2/10/25-5/6/25 with contract Tele-practitioner Kenderia Bice - \$128.00/hour.
- MyBudgetFile, Inc. – Software application user license and support agreement from 2/1/25-1/31/28 - \$16,226.18.

#### **5.5 Personnel List**

##### ***New Hires:***

- Isabelle George, Special Education Paraprofessional, full-time (Schedule A/Step 0), with fringes, effective 1/23/2025.
- Hannah Krause, Special Education Teacher, 100 days (10BA & 7), with fringes, \$3,000 Signing Bonus, effective 1/06/2025.
- Hannah Manche, Behavior Specialist, full-time (PS-BS/Step 4), with fringes, effective 1/13/2025.
- Jennifer Schultz, Special Education Paraprofessional, full-time (Schedule A/Step 0), with fringes, effective 1/02/2025.
- Ashley Verly, Special Education Paraprofessional, full-time (Schedule A/Step 0), with fringes, effective 1/02/2025.
- Emily Whipps, Behavior Therapy Assistant, full-time (PS-BTA/Step 2), with fringes, \$250 Signing Bonus, effective 1/14/2025.
- Kristin Zollner, Special Education Paraprofessional, full-time (Schedule A/Step 6), with fringes, effective 1/02/2025.

##### ***Status Changes:***

- Allison Eitreim, Director of Special Education, 220 days, to 230 days, with fringes, effective 7/01/2025.
- Abby Heiderscheit, Occupational Therapist, 185 days (MA & 10), with fringes, to 165 days (MA & 10), with fringes, effective 1/02/2025.
- Mykel Madera, Cybersecurity Specialist, full-time (PS-FY3), with fringes, to Cybersecurity Program Architect, full-time (PS-FY5), with fringes, effective 1/15/2025.
- Walker Schaar, Technology Support Assistant, full-time (CEA-Schedule B/Step 1), with fringes, to Cybersecurity Specialist, full-time (PS-FY3), with fringes, effective 1/15/2025.

##### ***Substitutes 2024-2025:***

- McKayla Kruger, Substitute Special Education Paraprofessional, effective 2024-2025.

##### ***Stipends:***

- Madeline Davis, SPED Pipeline Grant, effective 2024-2025.

- Mindy Halverson, Fieldwork Supervision Stipend, effective 9/03/2024-12/20/2024.
- Tori Riggleman, RBT Certification, effective 2024-2025.
- Tammy Stifter, Fieldwork Supervision Stipend, effective 9/03/2024-12/12/2024.

**Retirement:**

- Debra Hanson, School Psychologist, effective 6/05/2025.
- Mary Palmer, Senior Director of Special Services, effective 6/30/2025.

**Resignations/Terminations:**

- Ashley Dwire, Behavior Analyst, effective 1/30/2025.
- Ingrid Mello, ECSE Teacher, effective 6/06/2025.
- Jennifer Schultz, Special Education Paraprofessional, effective 1/08/2025.

**5.6 ICS Consulting Inc. Facilities Services Agreement**

Approve entering into an agreement with ICS Consulting, Inc. to provide quality facility services to SWWC members as presented.

Motion passed unanimously.

**ITEM 6: STAFF PRESENTATION – BEHAVIORAL HEALTH SERVICES**

Amber Bruns, Amy Sippl, and Melissa Andree provided a staff presentation on Behavioral Health Services which included information on Objectives; Current Staffing, 24-25 Department Changes, MDH Grant; Translation & Interpretation; Mental Health Services; Licensed School Nursing Services; School Health Services; Health Services: Educational Learning Centers; School Crisis Response Team; Behavior Services; Behavior Analytic Services; The READY Clinics; Rural EIDBI Grant; and What's Ahead.

**ITEM 7: SWWC FOUNDATION UPDATE**

Shelly Maes provided a SWWC Foundation update on dollars raised to support Student Enrichment Activities and Foundation funding.

**ITEM 8: ACTION ITEMS**

**8.1 Acceptance of Gifts/Donations**

Motion by Jody Bauer, seconded by Becky Paluch, to adopt the resolution accepting gifts/donations as follows:

WHEREAS, Board Policy 706 establishes guidelines for the acceptance of gifts or donations to the Agency;

WHEREAS, Minnesota Statute 465.03 states the Board of Directors may accept a gift, grant, or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members;

THEREFORE, BE IT RESOLVED, that on January 22, 2025, the Board of Directors of Southwest West Central Service Cooperative, ISD 0991, accepts with appreciation the following gifts/donations received by the Agency:

<u>Who's Donating</u>	<u>For What</u>	<u>Amount</u>
American Legion	ELC-Cosmos	\$200.00
Peace Lutheran Church	ELC-Cosmos	\$200.00
Home State Bank	ELC-Cosmos	\$100.00
American Legion	ELC-New London	\$200.00

A roll call vote was taken with Directors Coleman, Bauer, Olson, Bothun, Lecy, Foster, Kelly, Paluch, and Swanson voting in favor. Motion passed unanimously.

**8.2 SWWC ELC-Pipestone Construction Manager Contract**

Motion by Becky Paluch, seconded by Ben Bothun, to approve the proposal from BCI Construction to provide construction management services related to the SWWC ELC-Pipestone project for a fee of \$49,269.00. Motion passed unanimously.

**ITEM 9: MONTHLY ADMINISTRATIVE REPORT**

**9.1 Director of Finance**

Tegan Gillund provided a monthly financial report for the month ended December 31, 2024, with 38.2% of revenues collected and 44.2% expended. Updates were also provided on FY25 revised budgets, FY26 preliminary budget planning, 25-26 contracts will be sent out February 3, Quarter 4 WEX revenue share payments, and W2 reporting.

**9.1.1 Quarterly Financial Report**

An investment report for the quarter ended December 31, 2024, was provided to the Board.

**9.2 Director of Human Resources**

Abby Polzine provided updates on Pay Equity Report submission, potential intern hire, Teacher Evaluation Rubric, Seniority List, Withdrawal from Services Memorandum sent to districts, Administrator and CSA negotiations, and Insurance Survey.

**9.3 Executive Director**

Cliff Carmody reported on E-Rate filing and funding; legislative updates; 25-26 SWWC budget process; ELC-Windom facility; MSC Board Conference; and the retirement of Lori Grant, RMIC Business Services Specialist.

**ITEM 10: FINANCE COMMITTEE REPORT**

**10.1 FY2026 Dues and Fees**

Motion by Matt Coleman, seconded by Ben Bothun, to approve FY2026 Dues and Fees as follows:

**Membership Dues**

Full Membership – open to public school districts, cities, counties, and other governmental agencies as identified in MN Statute 471.59 and are within the SWWC region - \$25 one-time fee.

Associate Membership – Open to (a) nonpublic schools, partnership agencies, or nonprofit organizations within the SWWC region, and to (b) schools – public and nonpublic, cities, counties, partnership agencies, nonprofit organizations, and other governmental agencies outside the SWWC region - \$50 one-time fee.

**Administrative Solutions**

**Environmental/Occupational Health and Safety Services**

- \$822 per visit

Health and Safety Management Assistance Services – consultation and coordination of services related to management of environmental health and safety concerns

- contracts less than 140,000 square feet = one on-site visit/year - \$.01 or 1.0 cents per square foot/year
- contracts greater than 140,000 square feet = two on-site visits/year - \$.01 or 1.0 cents per square foot/year

MARSS

MARSS/Other Revenue Reporting, Fixed Operations & Workshop Support

- \$1,550 per district
- per student assessment - \$.825

MARSS Training

- at district - \$100.00/hour + mileage
- at SWWC - \$85.00/hour
- small group/individualized training: \$140/half day; \$250/full day

Regional Management Information Center

SMART Subscription, License, & Workshop Fee

- \$4,050 per district
- \$2,750 per ed district, and telemedia

UFARS/Finance/Payroll Support & Services Fee

- \$3.35 per student (over 2500)
- \$4.00 per student (1501-2500)
- \$4.50 per student (1500 & under)

UFARS/Finance Support Only

- \$3.00 per student for non-SMART users

Software Support & Development

- \$10.25/student (hosted)
- \$9.80/student (own server/grandfathered rate)

Additional Business Services Fees

Emergency Services, Training & Additional Accounting Services not covered in Basic Fee:

- at district office - \$100.00/hour + mileage
- at SWWC Office - \$85.00/hour
- small group training: \$140/half day, \$250/full day

ACA Electronic Filing:

- original 1094/1095 B&C Forms - \$285.00
- amended 1094/1095 B&C Forms - \$285.00

Time Tracker Software – \$625.00 fixed fee

- if <100 licenses; \$12/employee, \$8/sub
- if >100 licenses: \$9/employee, \$6/sub
- if using Leave Only portion, minimum fee of \$1,000

Extended Services Subscription

- \$500/day



**Technology Services**

Annual Technology Subscription (Tech Subscriptions are bundled with SWWC WAN membership and for members purchasing one day/week or more of Tech/Network Support and/or Tech Integration Services)

- enrollment less than 501 - \$985
- enrollment 501 to 1,000 - \$1,815
- enrollment 1,001 to 2,000 - \$2,290
- enrollment 2,001 to 3,000 - \$2,970
- enrollment over 3000 - \$3,230
- CCOGA w/less than 26 employees - \$260
- CCOGA with 26 + employees - \$420

Supplemental Tech Support Services (On-Call Services – available only to Technology Subscribers)

- technology service: \$95.25/hour
- on-site training fee: \$156.50/hour
- cybersecurity services: \$196.00/hour
- after hours: billed at normal hourly rate

Supplemental Technology Services Block Hours (available only to Technology Subscribers – mileage included in contract rate)

One day per month block

- 12 months tech support or integration - \$9,360
- 9 months tech integration - \$7,272

Two days per month block

- 12 months tech support or integration - \$17,904
- 9 months tech integration - \$14,040

Technology Support Services (for districts with no Technology Subscription)

- Technology Service: \$105.75/hour
- On-site Training Fee: \$211.50/hour
- After Hours Support: \$131.25/hour
- Cybersecurity Services: \$296.00/hour

Full Time Technology Coordinator Services – service places an FTE equivalency of SWWC employees in a district/entity on a full-time basis. Annual Technology Subscription included in rates

- \$128,028/annual
- 3-year full-time technology coordinator discount: A 3-year commitment results in a 3% discount on Annual Technology Coordinator Contract each of the three years. Districts entering into a full-time technology contract for the first time must commit to a 3-year agreement for the initial term – 3-year term price: \$122,904/annual

Full Time Technology Coordination/Support and Integration Contract Splitting and Additional Days - Full time contracts may be split between two neighboring school districts or split between Technology Coordination/Support and Tech Integration

Full time contract split between districts/annual cost per district

- 80%/20% split contract - \$1,055
- 60%/40% split contract - \$2,110

Split between Tech Coordinator/Support and Tech Integration within a single district/annual cost

- 80%/20% split contract - \$1,680
- 60%/40% split contract - \$3,360

Additional day fees, for contracts totaling more than 5 days per week. (Fee will be divided based on contract assignment for contracts split among two districts)

- Each additional day: \$1,300

Remote Work Agreement for Tech Coordination/Integration Support

- agree to remote support being provided for X days/week will result in a \$45/day discount.
- If SWWC determines on-site assistance is needed on a remote support day, mileage will not be assessed. If district requires work be performed on a remote support day, \$45 will be charged to district.

Technology Coordination/Support & Technology Integration Services (Annual Technology Subscription included in rates)

12-Month Contract Rates

- 1 day per week - \$735/day (\$38,220 contract)
- 2 days per week - \$690/day (\$71,760 contract)
- 3 days per week - \$645/day (\$100,620 contract)
- 4 days per week - \$622/day (\$129,376 contract)

9-Month Contract Rates (available for Technology Integration Only)

- 1 day per week - \$775/day (\$31,000 contract)
- 2 days per week - \$735/day (\$58,800 contract)
- 3 days per week - \$696/day (\$83,520 contract)
- 4 days per week - \$656/day (\$104,960 contract)

Comprehensive Cybersecurity Services (Requires a 5-year contract commitment. Annual base rates and student rates are locked-in for the 5-year term. Total student cost will be adjusted annually based on district enrollment for the corresponding contract period)

- Tech Subscriber - \$6,745 base + \$13.80/student
- SWWC Member - \$7,965 + \$14.25/student
- Non-Member - \$10,825 base + \$14.75/student
- Snap-in - \$4,295 base + \$13.00/student – to qualify for snap-in rate, school must purchase additional technology service at greater than one day/week year-round

Cybersecurity Assessments

- May be contracted through SWWC in customized arrangements as needed. SWWC Members and Technology Subscribers receive discounts of 10-35% depending on the level of assessment and level of current technology service contracts held by the district.

E-Rate Coordination – SWWC Member Rates (Contracts are correlated to the term of the E-Rate Category 2 Budget Term. The Current Budget Term is Fund Year 2026 through Fund Year 2030)

Member District with a Fund Year 2026-2030 contract in place during FY26

- enrollment less than 300 - \$1,380
- enrollment 301 to 700 - \$2,340
- enrollment 701 to 2,000 - \$3,420

- enrollment 2,001 to 4,500 - \$4,380

E-Rate Coordination Associate Member District Fixed Annual Fee (Contracts are correlated to the term of the E-Rate Category 2 Budget Term. The Current Budget Term is Fund Year 2026 through Fund Year 2030)

Associate Member District Establishing a new Fund Year 2026-2030 5-year contract

- enrollment less than 300 - \$1,656
- enrollment 301 to 700 - \$2,808
- enrollment 701 to 2,000 - \$4,104
- enrollment 2,001 to 4,500 - \$5,256
- enrollment 4,501 to 7,000 - \$6,408
- enrollment 7,001 to 10,000 - \$7,560
- enrollment 10,001 to 15,000 - \$8,712
- enrollment 15,001 to 25,000 - \$9,864
- over 25,001 – custom member pricing

Student Data Privacy with LearnPlatform

- Full Member Annual Rate - \$1,950/district
- Annual Base Fee - \$2,200/district
- Per Student Fee - \$0.75/student/year
- Prorated pricing for services beginning after July 1 is not available

SWWC Student Data Privacy Program with Technology Provider Analysis Dashboard

- Full Member Annual Rate - \$1,545/district
- Annual Base Fee - \$1,850/district
- Per Student Fee - \$0.60/student/year
- Prorated pricing for services beginning after July 1 is not available

Distance Learning Fees

- ITV Course Enrollment Per Student/Per Semester:  
Standard: \$300.00/student/\$330 late registration  
Block: \$600/student/\$660 late registration
- ITV Host Reimbursement Per Student/Per Semester:  
Standard: \$300/student  
Block: \$600/student
- ITV Connection Fee Per Semester: \$500 per class – connection fees assessed only on courses where enrollment is not run through the SWWC Distance Learning Program

Course Management System Fees

- Moodle Hosting (shared environment) - \$85.00/course annually – courses limited to 10GB of storage capacity
- Moodle in your School (district hosting) - \$1,400/annual contract plus \$1.05/student annually; Base Package limited to 500 GB storage; additional storage is \$215/100 GB/year

SWWC Managed Filtered Services

- \$1.00/student/year – additional discounted one-time on-boarding fee is required.

Email Archiving (student email archiving provided at no additional cost for Level 1 – available only to Technology Subscribers)

- Level 1 – Staff Email
  - 3-year retention: \$8.50/Email account/year
  - 5-year retention: \$10/Email account/year
- Level 2 – Student Email
  - 1-year retention: \$3.00/Email account/year
  - 3-year retention: \$5.00/Email account/year

Email Security (available only to Technology Subscribers)

- \$6.55/Email account/year

Secure Remote Backup (available only to Technology Subscribers)

School Districts

- \$920/year – includes up to 500 GB of backup storage
- \$100/year – each additional 100 GB of backup storage capacity

CCOGAs

- \$715/year – includes up to 200 GB of backup storage
- \$100/year – each additional 100 GB of backup storage capacity

Website ADA Accessibility & Usability Support with SiteImprove (available only to Technology Subscribers)

- Fees dependent on number of webpages and PDF files on website

ONDEMAND IT Certification Training Solutions with Stormwind Studios (available only to Technology Subscribers)

- Tech Subscriber: \$1,250/user license/year
- SWWC Member: \$1,500/user license/year
- Non-Member: \$1,700/user license/year

### **Educational Solutions Services**

Behavior Analytic Services

- Package A (30 hours) - \$5,250
- Package B (60 hours) - \$10,000
- Package C (120 hours) - \$18,000
- Package D (180 hours) - \$25,200
- .25 FTE (46 days) - \$35,000
- .50 FTE (93 days) - \$65,000
- .75 FTE (139 days) - \$96,000
- 1.0 FTE (185 days) - \$115,000

Mental Health Services

- Package A (30 hours) - \$5,250
- Package B (60 hours) - \$10,000
- Package C (120 hours) - \$18,000
- Package D (180 hours) - \$25,200
- .25 FTE (46 days) - \$35,000
- .50 FTE (93 days) - \$65,000
- .75 FTE (139 days) - \$96,000
- 1.0 FTE (185 days) - \$115,000

School Nurse Services

- Package A (60 hours) - \$7,000
- Package B (90 hours) - \$9,000
- Package C (120 hours) - \$12,500
- Package D (180 hours) - \$18,000
- .25 FTE (46 days) - \$28,500
- .50 FTE (93 days) - \$57,170
- .75 FTE (139 days) - \$85,446
- 1.0 FTE (185 days) - \$105,600

Translation and Interpreter

- Translation Services - \$0.11 per word
- Interpretation Services - \$12.50 per 15-minute increment

Special Education Administration/Program Management

Special Education Cooperative Membership Fee

- shared cost between all members of Special Education Cooperative based on enrollment – 25% allocated equally among members; 75% allocated based on enrollment

Shared Special Education Administrative Services

- shared cost between members of Special Education Cooperative (not including districts with a single district administrator) – 25% allocated equally among members; 75% allocated based on enrollment

Single district Special Education Administrator

- actual salary, benefits, and mileage

Special Education Direct Student Services

DAPE Teacher – pricing available upon request

ECSE Teacher/Coordinator

- 25-26 SpEd Coop Member - \$117,000
- 25-26 Non-Sped Coop Associate Member - \$140,400

Occupational Therapy

- 25-26 SpEd Coop Member - \$117,000
- 25-26 Non-Sped Coop Associate Member - \$140,400

Physical Therapy

- 25-26 SpEd Coop Member - \$128,500
- 25-26 Non-Sped Coop Associate Member - \$154,200

School Psychologist

- 25-26 SpEd Coop Member - \$128,000
- 25-26 Non-Sped Coop Associate Member - \$153,600

Special Ed Teacher – pricing available upon request

Speech/Language Pathologist

- 25-26 SpEd Coop Member - \$122,000
- 25-26 Non-Sped Coop Associate Member - \$146,400

Teacher of Deaf/Hard of Hearing

- 25-26 SpEd Coop Member - \$134,000
- 25-26 Non-Sped Coop Associate Member - \$160,800

Teacher of Visually Impaired

- 25-26 SpEd Coop Member - \$125,000
- 25-26 Non-Sped Coop Associate Member - \$150,000

**Teaching & Learning Program/Service**

Curriculum & Instruction Coordination Services

- .25 FTE - \$38,025
- .50 FTE - \$69,135
- .75 FTE - \$99,750
- 1.0 FTE - \$134,000

Shared Curriculum & Instruction Coordination Services

- 120 hours - \$18,250
- Add-on - \$850/day + mileage

Literacy Lead Specialist Service (READ Act Implementation Support)

- Two days/month - \$18,250
  - Three days/month - \$26,250
  - One day/week - \$38,025
  - Two days/week - \$69,135
  - Three days/week - \$99,750
  - Four days/week - \$134,000
- 3% discount on a 3-year commitment

Customized Services – Teaching & Learning Support

- Package A (30 hrs) - \$5,750
- Package B (60 hrs) - \$10,250
- Package C (120 hrs) - \$18,250
- Package D (180 hrs) - \$26,250

District responsible for mileage

Mentoring/Instructional Coaching Training

- Pricing dependent on number of participants and services provided. Service examples include online platform, networking days, forums, strategic planning, in-field coaching, etc.

Customized Sustaining Membership (for schools and mentors/coaches out of training)

- Pricing dependent on number of participants and services provided. Service examples include online platform, networking days, forums, strategic planning, in-field coaching, etc.

Statewide Teacher Mentoring Grant

- Contact us about current training available under the Statewide Teacher Mentoring Grant (4 days training + on-site support)

STARSS Online Academy

- \$650/credit for Members w/12 credit minimum; \$750/credit for Members w/no minimum; \$750/credit for Non-Members w/12 credit minimum; \$850/credit for Non-Members w/no minimum

-

Summer School Credit Recovery

- 4% fee and \$50/enrollment

Motion passed unanimously.

**10.2 Fund Balance Assignments**

Motion by Matt Coleman, seconded by Becky Paluch, to approve the following fund balance assignments:

- Fund 13 Mid-Year Pool Reserves -\$4,000,000
- Fund 13 January Pool Reserves +\$2,500,000
- Fund 14 Unassigned Insurance Pool Reserves +\$1,500,000

Motion passed unanimously.

**ITEM 11: MSC/MHC/CPC BOARD MEETING UPDATES**

Updates were provided on recent MSC/MHC/CPC board meetings and included READ Act implementation; legislative updates; projected trend for health care costs; health insurance carrier RFP; new CPC vendors; School Food Procurement Program; School Bus Procurement Program; 1<sup>st</sup> quarter sales volume, and revised budget.

**ITEM 12: OPEN FORUM/CLOSING REMARKS**

No comments were made.

**ITEM 13: OTHER**

Chair Coleman adjourned the meeting at 8:25 pm. The next meeting of the SWWC Board of Directors is scheduled on Wednesday, February 26, 2025, beginning at 6:30 pm at SWWC - Marshall, MN.