

## REGULAR MEETING MINUTES

**CESA 10 Board of Control**  
Thursday, October 10, 2013



*Where service and leadership unite.*

### ► **CALL TO ORDER**

The meeting was called to order by Marty Hallock at 7:01 p.m. The meeting was properly noticed and was in compliance with the open meetings law.

### ► **ROLL CALL AND MILEAGE**

|                          |                          |                             |
|--------------------------|--------------------------|-----------------------------|
| <u>P</u> Deanna Heiman   | <u>A</u> Doug Dicus      | <u>P</u> Marty Hallock      |
| <u>P</u> Rhonna Casey    | <u>P</u> Rick Eloranta   | <u>A</u> Cheryl Ploeckelman |
| <u>P</u> Valorie Kulesa  | <u>P</u> Rozanne Traczek | <u>P</u> Corey Grape        |
| <u>A</u> Jordan Franklin | <u>P</u> Russell Dean    |                             |

### ► **FINANCIAL REPORTS**

Motion by Valorie Kulesa and seconded by Rozanne Traczek to approve the treasurer's recommendation of issuing CESA checks numbered 65712 through 65906 (voided check #64834); and the September 2013 Reconciliation Statements. Motion Carried.

### ► **CONSENT AGENDA**

- A. Minutes: Board of Control Meeting – September 12, 2013
- B. Employment:
  - B.1 Nancy Berklund, PI-34 Support Consultant, Start Date 8/23/13
  - B.2 Roger Horton, School Psychologist, Start Date 9/30/13
  - B.3 Dave Burke, School Psychologist, Start Date 10/1/13
  - B.4 Susan Albert, Early Childhood Program Support, Start Date 10/1/13
  - B.5 Kate Smith, Speech and Language Pathologist, Start Date 9/10/13
- C. Out of State Travel:
  - C.1 Amanda Wilmot, Handwriting Conference, Nov. 8-9, Minneapolis, MN

Concern was expressed regarding the shortage of school psychologists. Retirees are currently filling in until positions can be filled. An ad hoc committee is being formed to address recruiting and retaining qualified psychologists.

Motion by Rhonna Casey and seconded by Rick Eloranta to approve the consent agenda as presented. Motion carried.

### ► **REPORTS AND DISCUSSION ITEMS**

#### **1. Strategic Planning Update**

Moving forward in the strategic planning process as survey responses are analyzed, outliers should be reviewed as they may be indicative of underlying issues.

A request was made to send a link to the strategic plan's website location to Board of Control members once it's posted.

## **2. Update Regarding Employee Performance Appraisals and Performance-Based Compensation**

Mike Haynes described the process that will be used to develop a system to determine levels of compensation. An important component of this process is the creation of job descriptions for all employees. CESA will be utilizing the CESA 6 evaluation instrument. Staff will utilize OASYS software to enter their goals and document their progress. Evaluators can also access the site and utilize the information.

Board of Control members discussed the evaluation descriptors that will be used to set employees apart: ineffective, minimally effective, effective, and highly effective. It was suggested that a numeric value rather than a series of checkboxes would allow evaluators more latitude. The board was polled – all aye. Mike Haynes will make the modification and pointed out that this is the pilot year and the process will continue to change to meet the agency's needs.

## **3. Facility Management Department Report**

Charlie shared some of the practices used in his departmental meetings to keep his people focused on their mission. In regard to performance contracting, they have discovered that some companies are hesitant to bond with public agencies. Competition with other contractors can be a challenge; especially since we are new to the market. We haven't been beaten on price, but districts often have established relationships with other contractors. Charlie presented the list of performance contracting projects for FY 2014.

The current Focus on Energy contract extends through December 2014. Environmental health and safety staff are busy. In regard to energy management, shared savings is doing well, but a few schools aren't hitting savings targets. The number of new schools committing to energy management projects is lower than expected.

### **► ACTION ITEMS**

#### **1. Consider Approval of Second Reading of Policy 832 Access to Public Records**

Motion by Rick Eloranta and seconded by Rozanne Traczek to approve the second reading of Policy 832 Access to Public Records. Motion carried.

### **► OTHER ORGANIZATIONAL BUSINESS WHICH MIGHT LEGALLY COME BEFORE THE BOARD**

Marty Hallock will be on vacation at the time of the November Board of Control meeting, so Rick Eloranta will chair.

Board members discussed the location of the December meeting and deferred the decision to Connie Wislinsky.

Mike Haynes will be appearing in a production of Les Miserables at the State Theater from October 24-27.

Motion by Valorie Kulesa and seconded by Rick Eloranta to adjourn the meeting at 8:34 p.m. Motion carried.