

**West Central Education District Board Meeting Minutes
May 11, 2026, 5:30pm; WCED Offices Room 6, Melrose**

Board member Quarfot called the meeting to order at 5:30 pm. Board members Henkelman, Rosenberger, Pearson, and Quarfot were present along with Superintendents Okerlund, Dingmann, and Bullard. Superintendent Peschel was absent. Director Hoffman, Administrator Hoffarth, Supervisor Luethmers, and Business Manager Evenson were also present.

Rosenberger made a motion and Henkelman seconded approval of the agenda. Motion carried unanimously.

Following a review of consent agenda items, Pearson moved, Rosenberger seconded approval of the March 9, 2026 Meeting Minutes, March and April 2026 Treasurers' Reports and Bills Payable #25057-25104, March and April 2026 Budget to Actual Comparison Reports, donations, and personnel items. Motion carried unanimously.

Under New Business, the BCBA contract for the 2025-2026 and 2026-2027 school years was presented for approval. Rosenberger moved to approve, Henkelman seconded. Discussion included a review of negotiations by Director Hoffman. Director Hoffman negotiated terms for the 2025-2026 and 2026-2027 school years, which include reducing the position schedule to 190 days to achieve budget savings while remaining sufficient to meet district program needs. Motion carried unanimously.

Under New Business, the Bilingual Interpreter Contract was presented for approval. Pearson moved to approve, Henkelman seconded. Discussion noted that while an interpreter has been on staff, there was previously no written agreement outlining the terms of employment. The contract maintains the current hourly wage with a schedule of 15 or fewer hours per week, providing Spanish-to-English interpretation for Birth-to-Two (B-2) home visits. Motion carried unanimously.

Under New Business, the preliminary 2026-2027 budget was presented for approval. Rosenberger moved to approve, Pearson seconded. Business Manager Evenson reviewed the budget components. Motion carried unanimously.

Under New Business, the recommendation for Construction Management Services with ICS was presented for approval. Henkelman moved to approve, Rosenberger seconded. Discussion noted that the review committee evaluated three proposals with guidance from all member district superintendents and conducted reference checks for all three firms. Motion carried unanimously.

Under New Business, the Melrose Building Leases were presented for approval. Pearson moved to approve, Henkelman seconded. Discussion noted a 3% increase in cost, with the lease structured into three separate agreements covering the Area Learning Center (ALC), Beacon, and administrative office spaces. Motion carried unanimously.

Under New Business, the InVision Services Contract was presented for approval. Rosenberger moved to approve, Henkelman seconded. The contract provides contracted services for students who are blind or visually impaired. Discussion noted that while the contract amount is higher than in previous years, an analysis of service requirements and hours indicates that WCED does not anticipate utilizing the maximum hours specified in the agreement. Motion carried unanimously.

Under New Business, the Infinitec Contract was presented for approval. Henkelman moved to approve, Rosenberger seconded. Discussion noted that Infinitec provides a cloud-based professional development platform that can be utilized efficiently by all four member districts and WCED. Motion carried unanimously.

Under New Business, a proposal to change the vacant BCBA position to a Behavior Consultant position was presented for approval. Henkelman moved to approve, Pearson seconded. Discussion centered on the lack of licensed (Board Certified) applicants despite active postings. The proposed change converts the role to a Behavior Consultant operating as a Teacher on Special Assignment (TOSA) under the teacher contract, with a stated preference for a special education license. Motion carried unanimously.

Under New Business, the 2026-2027 School Year Calendars were presented for approval. Rosenberger moved to approve, Henkelman seconded. Motion carried unanimously.

Under New Business, a Resolution Relating to the Termination and Nonrenewal of Probationary Teacher Allison Vogel was introduced. Rosenberger moved to approve the resolution, Pearson seconded. Roll call vote results: Henkelman—yes, Pearson—yes, Rosenberger—yes, Quarfot—yes. Motion carried.

Under Old Business, Policies 410 and 515 were presented for second reading, with a recommendation to table Policy 721 until the July meeting. Henkelman moved to approve, Rosenberger seconded. Discussion noted that Policy 410 updates from the Minnesota School Boards Association (MSBA) align with Minnesota Paid Leave language, and Policy 515 updates address pupil records procedures. Motion carried unanimously.

Under Reports, Director Hoffman, Administrator Hoffarth, and Supervisor Luethmers shared administrative updates, and current enrollment data was reviewed.

The next meeting date and time was established: Monday, July 13, 2026, at 5:30 pm at the WCED offices in Melrose, Room 6.

Quarfot adjourned the meeting at 6:25 pm.

Clerk

7-13-26

Date