

**Southwest Telecommunications Cooperative  
Minutes of the Superintendents Meeting**

Thursday, May 14, 1998, 10:00 AM

Key Largo Ballroom, Lake Shetek

Superintendents Present:

Douglas Froke	Fulda
Steve McCormick	HLO
Greg East	SVRLB
Orlyn Wiemers	Minneota
Steve Kjorness	Westbrook/Walnut Grove
Rick Clark	Tracy
Rick Ellingworth	Redwood Valley
Don Knutson	RTR
Cornelius Smit	MCC
Dennis Maasjo	Balaton
LeRoy Domagala	Adrian & Edgerton
George Maurer	Luverne
Dick Gulbranson	RRC
Luther Heller	Springfield
Chris Tomalla	Wabasso
Tom Knoll	HBC
Gery Arndt	JCC
Steve O'Conner	Marshall
Jerry Horgen	Pipestone

Others Present:

Rod Wrege	SWTC Director
Bruce Haug	SW/WC Service Cooperative Director of RMIC
Jerry Parker	SWTC Program Support Specialist

1.0 Orlyn Wiemers called the meeting to order Thursday, May 14, 1998, at 10:07 a.m.

2.0 Opening remarks

Orlyn Wiemers announced that there will be an ITV Governance Board Meeting for five or ten minutes following the General Superintendent's Meeting.

The agenda was modified by adding 6.1 Charge-back Committee.

3.0 Motion by Tom Knoll, second by Greg East, to approve the minutes from the February 19, 1998, Superintendents meeting. Motion carried.

4.0 METC/Legislative Update

Rod stated that the possibility of receiving e-rate funds does not look good, but we should continue to try for them.

Rod is working on the TAG applications for next year, which needs to be completed by July 1.

Rod is on the Bandwidth Equity Committee which is identifying what bandwidth schools need. This information will be used to help determine how much the state should fund.

## 5.0 SWTC Operations

### 5.1 SWTC Operations Update

The SWTC Board of Directors authorized Rod to advertise for bids and purchase two new Internet Servers for SWTC. This process was completed and Rod has ordered servers from Means Telecom. The majority of the money for these servers will come from TAG funds.

### 5.2 ITV Handbook Update

The SWTC Governance Board approved the ITV Handbook on March 12<sup>th</sup>. The Superintendents were mailed copies and the teachers will be given copies at the Teachers Inservice. The handbook is also on our web site at, [www.mntm.org](http://www.mntm.org).

### 5.3 SWTC Acceptable Use Policy

Rod sent a survey to all schools to see if we need a system-wide Acceptable Use Policy. The results of the survey indicate that we do not need a system-wide policy since the schools have adequate policies in place.

### 5.4 SWTC Personnel Status

Rod And Forrest Fosheim have interviewed candidates for the video technician position. Timothy Hansen has been offered the position and will start Wednesday.

### 5.5 ITV Teacher Inservice

There is a mandatory ITV Teacher Inservice August 17, 9:00 AM to 3:00 PM and on August 18, 9:00 to 12:00. SWTC will pay the teachers \$75 for the day and \$40 for the half day. This stipend will be charged back to the schools.

### 5.6 SWTC Future Considerations

The issue was brought to the members as to whether SWTC should continue as part of the Southwest/West Central Service Cooperative or establish our own joint powers agreement. It was requested that Rod study the pros and cons of remaining a part of the Southwest/West Central Service Cooperative versus establishing our own joint powers.

## 6.0 Other

### 6.1 Charge-Back Formula Committee

Motion by Tom Knoll, second by George Maurer, that we change the charge-back formula to use the state teachers average salary including benefits divided by a seven period day based on eight students effective for the 98-99 school year. Motion carried.

Motion by Tom Knoll, second by Luther Heller, that the schools will be billed quarterly for the students on the system. Motion carried.

7.0 Miscellaneous

7.1 The Governance Board will set the next Superintendent's meeting date.

8.0 Motion by Tom Knoll, second by Greg East, to adjourn the meeting. Meeting adjourned.

Respectfully submitted,  
Jerry Parker, Program Support Specialist