

## HOV Superintendents Meeting

June 3, 2020

10:03 AM, by Zoom

### Present:

Michael Severson  
Jeremy Brandt  
Dean Ralston  
Jeff Larson  
Michael O'Brien  
Kevin Rogers  
Paula Suda  
Brad Callender  
Steven Johnson  
Pat Windish  
Michael Bradner  
Jason Keating  
Linda Lutovsky  
John Maus  
Misti Wuori  
Shay Thorsgard  
Alissa Perkins

### AGENDA

**Please update contact information using the chat box (John).**

#### **Review and Approval of Minutes from November 13, 2019 Meeting (John)**

- Paula Suda moved to approve minutes. Mike O'Brien seconded. No discussion. Carried.

#### **Updates from Consortium Director and Individual Schools (Misti)**

- Steven Johnson provided current email information: [steve.johnson@k12.nd.us](mailto:steve.johnson@k12.nd.us).
  - Shay and Alissa were introduced.
    - Alissa Perkins is the Mayville State Extended Learning contact:  
[Alissa.perkins@mayvillestate.edu](mailto:Alissa.perkins@mayvillestate.edu); 701-788-4645 (phone)
- Jason Keating starts superintendent position along with high school principal position on July 1.

#### **Tuition/fee Payment for Spring 2020 (Misti)**

- Spring semester bills have been sent out to receiving schools.
- Spring payments have also been sent to receiving schools.

#### **Equipment/Tech Needs (Misti)**

- Let Alissa know as soon as possible if anyone needs anything, such as equipment.
- Misti brought up the need to test equipment in August. Alissa stated she schedules courses a week before the start dates and will send out email reminders closer to then. She encouraged member schools to test as early as possible to avoid first-day issues and delays.

#### **Course Needs/Issues for ITV and Dual Credit (John)**

- If anyone has new teachers or needs equipment, contact Misti, John Maus, or Alissa.
- Misti updated everyone that Dave Skogen submitted a RUS grant for two units.
  - Two (Maple Valley and Hope-Page) were not replaced in the last round of RUS grants. HOV should hear an update in a month or so about that.

- Hope-Page and Maple Valley are in line to get the new units.
  - There is a 15% cost share and the executive board agreed to pay for that (about \$4000). Their current units will be repurposed as back-up units for other schools. SVATCC may be receiving one of the back-ups (Hope-Page's), per Derrick Bopp's request. Once we know the status of the possible award, Misti will get word out to members. John asked where the back-up units will be stored. Misti confirmed MaSU will store it.
- Pat Windish reported that they have an extra unit as well in their music room. Misti will let Derrick Bopp know.
- Mike O'Brien requested Fordville-Lankin to be put on the list for one of the extra polycom units. He asked whether Alissa could come out to install the extra unit (they have already installed a new unit on one tv, but it is not configured correctly). Misti confirmed someone from IT will likely come out to Fordville-Lankin to get them set up and connected properly.

### **Pandemic Concerns/Discussion (John)**

- Mike Bradner asked whether we could shift from ITV to a different modality if the online situation continues into the fall.
  - John Maus asked whether teachers could deliver over Google Meet.
    - Alissa suggested Pexip or Zoom.
    - Misti said Pexip is built in with the ITV bridge and recording systems. The state is looking at purchasing more user connections, so Pexip is where the state would like HOV to go. Pexip still allows students to join on their computer, so the state is creating more capacity for students to join that way. Teams and Google are also being used, but between the state and the local schools there is some conflict about what to use for the best support.
    - Alissa asked whether current Pexip users have their students using Chromebooks. Alissa can provide the link for Pexip for Chromebook users, and check with those who have used Chromebooks to see how they thought the system worked.
      - John reported that Thompson will likely use Chromebooks.
      - Kevin Rogers stated Hatton students often use their own laptops for Pexip.
    - Paula Suda asked what MaSU uses. Misti stated MaSU uses Zoom or some hybrid using Zoom. It is a cost for each student, whereas Pexip is provided free of charge by the state through the ITV system.
    - Misti asked what schools are currently using.
      - Lisbon: TEAMS, Microsoft Office
      - Central Valley: Google Classroom
      - Drayton: Zoom, Google Classroom
      - Finley-Sharon: Zoom, Google Classroom
      - MPCG: Zoom, Schoology
      - Hope-Page: Zoom, Google Classroom

### **By-laws Changes Requested (Misti)**

- Review of page 6, Funding Formula for Classes with Teachers Teaching within Contract
  - *A receiving site will pay the consortium \$300.00 per semester per consortium student enrolled. The Consortium will in turn pay this same fee to the appropriate sending sites, including post-secondary member institutions. Payment is determined by the enrollment as of April 1st or the actual enrollment whichever enrollment is greater. Non-consortium schools will pay the consortium an additional \$100 per semester per student enrolled. Non-consortium students will be enrolled based on space available in the class. The Consortium will in turn pay this additional \$100 fee to the appropriate sending sites, including postsecondary member institutions.*
- Discussion

- Misti noted that student numbers were difficult to report with all the COVID-19 changes, so principals had requested an override of the by-law committing schools to pay for the minimum number provided by April 1. The problem was that schools were low-balling to avoid overpayments. The executive board agreed to the override for the present.
- Jeremy Brandt commented that every year low-balling is an issue. He added that he considered it a good idea to continue to do that.
- Michael Bradner responded that he understands the principals' priority on flexibility. However, decisions regarding whether courses can be offered are based on those commitments, so it doesn't work out as well to eliminate that by-law. From a budgeting standpoint as well, it is difficult for sending schools who need to provide teachers to go without a minimum commitment. He asked whether a minimum fee could be charged by schools choosing to send courses to reserve a place, versus requiring a minimum number of students at full cost.
- John Maus noted it is probably not a deal-breaker for Thompson where they are teaching the course regardless.
- Steven Johnson stated the issue for them is finding teachers. If they can't find the teachers, they will not be able to offer the courses to the students. John replied that April is too early for students to know with certainty what they plan to do in the next school year. He recommended changing the date to May 1.
  - Jeremy commented the change would not necessarily alleviate anything.
- Michael Bradner moved to have schools commit to fee-based reservations.
  - Misti said that a reasonable estimate of school sites and number of students to enroll is needed for setting up ITV and PEXIP connections in Renovo.
  - John M. cautioned schools from offering ITV courses if they are dependent on other schools to justify their contracts with teachers.
  - Alissa reported there were room scheduling discrepancies last spring Alissa added that for scheduling purposes she needs to know the exact number for Pexip.
- John called for a motion to change the by-laws. Michael Bradner moved to set April 1 for sending sites to commit to providing the course and May 1 for receiving sites to commit to receiving the course and providing reasonable student numbers for planning purposes. Paula Suda seconded. Discussion. Misti said this would align with how MaSU plans out dual credit courses with connections and staffing, with actual billing numbers collected in October. The same will occur and ITV classes will also be billed on actual enrollment as of mid-semester. Motion carried.

#### **2020-2021 Calendar Approval (Misti)**

- Most of the common days off followed sending school schedules for the most part, as well as due dates for grades, which is uniform across the NDUS.
- Mike O'Brien moved to approve the 2020-2021 HOV ITV calendar. Paula Suda seconded. No discussion. Motion carried.

#### **2019-2020 Budget Summary and 2020-2021 Budget Approval (Misti)**

- Review of the previous budget (Misti).
  - Misti noted that some of the spring payments are still being processed and are not reflected in these reported numbers.
  - No questions were forwarded regarding the trial balance.
  - A reminder to submit any travel expenses for teachers in to Misti by the end of June.
- Review of new budget proposal.
  - Misti noted that revenue for the new budget assumes the same \$3500 yearly membership fee.
  - She also pointed out the 2.5% increase in SBHE approved salary increases for the management contract.
  - Self-maintenance of systems is also accounted for in the new budget in the absence of a maintenance contract.
    - Misti asked if everyone is okay with this situation. Misti reminded everyone to contact them if any equipment issues.

- No questions were forwarded regarding the new budget.
- Dean Ralston moved to approve the budget and the 2020-2021 Membership Fee as proposed. Seconded by Jeremy Brandt. No discussion. Motion carried.

#### **Election of Officers**

Linda Lutovsky nominated Maus for President and other officers to continue as well. Mike O'Brien seconded. Carried.

Shane Azure is north rep.

Jeremy Brandt is south rep.

VP is Brad Callender.

**Next Meeting: November 4, 2020 at 1:00PM by Zoom.**