

**TECHNOLOGY EXCELLENCE IN EDUCATION NETWORK**  
**January 12, 2022, Regular Board Meeting Minutes**  
**USD 408 Marion – Florence District Office**  
**5:00 p.m.**

**Members Present:**

**Mark Wendt, Chairperson**  
**Eric Carlson**  
**Stacey Parks (via phone)**

**Jan Helmer**  
**Jessey Hiebert**

**Others Present:**

**Lena Kleiner, Director**

**Jerry Hinerman, Clerk**

**1. Call to Order**

Jan Helmer called the meeting to order at 5:01 p.m.

**2. Election of Officers**

Jan Helmer moved to appoint Mark Wendt as Chairperson of the TEEN Board for 2022. Motion seconded by Stacey Parks. Carried 5-0.

Mark Wendt moved to appoint Jan Helmer as Vice Chairperson of the TEEN Board for 2022. Motion seconded by Eric Carlson. Carried 5-0

**3. Approval of Agenda**

Jan Helmer moved to approve the agenda. Motion seconded by Eric Carlson. Carried 5-0.

**4. Approval of Board Minutes**

Jan Helmer moved to approve the minutes of the December 16, 2021, regular board meeting as corrected. Motion seconded by Mark Wendt. Carried 5-0.

**5. Approval of Payment of Bills and Financial Reports**

Jan Helmer moved to approve the payment of bills totaling \$11,042.35 and the January 12, 2022, Income and Expense Reports. Motion seconded by Jessey Hiebert. Carried 5-0.

**6. Business Items**

a. Authorized Signers

Eric Carlson moved to approve the following list of persons as authorized to write checks and conduct other financial functions for TEEN. Motion seconded by Jan Helmer.  
Motion carried 5-0

Mark Wendt, TEEN Board Chairperson  
Jan Helmer, TEEN Board Vice Chairperson  
Jerry Hinerman, TEEN Clerk of the Board  
Carla Harmon, TEEN Treasurer  
Pati Funk, USD 410 District Office Administrative Assistant

b. TEEN Director Contract

Stacey Parks moved to extend the contract of TEEN Director Lena Kleiner for a period of one year through June 30, 2024. Motion seconded by Jan Helmer. Carried 5-0.

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**7. Other/Discussions**

- a. TEEN Mashup Update
- b. Spring Online Class Update
- c. TEEN Virtual Academy Update

**8. Next Meeting**

**9. Adjournment**

Mark Wendt adjourned the meeting at 5:32 p.m.

Jerry Hinerman, Clerk