

**Northeast Educational Services Cooperative
Board of Directors Meeting
February 15, 2010**

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, February 15, 2010 at Pizza Ranch, Watertown, SD. The meeting was called to order by President T.Kleinjan at 7:05 P.M. and adjourned at 8:40 P.M.

Members present: G.Johnson, Arlington; R.Gresh, Britton-Hecla; B.Little, Castlewood; J.Guest, Clark; C.Knutson, Deubrook; T.Bauer, Elkton; L.Mennenga, Estelline; S.Morrison, Florence; ; P.Roe, Hamlin; G.Fish, Henry; T.Kleinjan, Sioux Valley; J.Michalski, Willow Lake; D.Lutkemeier, Wilmot.
Absent: N.Koehlmoos, DeSmet; P.Witte, Deuel; J.Bearhill, Enemy Swim; L.Larson, Grant-Deuel; M.Fast, Iroquois; B.Nelson, Lake Preston; M.Pearson, Rosholt; C.Quale, Summit; C.Berger, Waubay; M.Comes, Waverly/So.Shore; K.Meland, Webster;
Others Attending: Advisory Board Representatives: D.Johnson, D.Jones; NESC Staff Representative: R.Schmidt; Administration: J.Aberle, Director; R.Zinter, Assistant Director; L.Olsen, Assistant Business Manager; C.DeWitt, Business Manager.

DISCUSSION / ACTION ITEMS

Agenda

Action #7855 Motion by C.Knutson, second by T.Bauer, to approve the agenda with the following additions: Discussion / Action Item #9 By-Law Amendments; Executive Session #2 Personnel. All present voting yes, motion carried.

Board Proceedings

Action #7856 Motion by D.Lutkemeier, second by L.Mennenga, to approve the proceedings of the January 18, 2010 Board of Directors meeting as published. All present voting yes, motion carried.

Accounts Payables

Action #7857 Motion by S.Morrison, second R.Gresh, to approve payment of the February 2010 accounts payables as presented. All present voting yes, motion carried.

Financial Report

Action #7858 Motion by J.Michalski, second by D.Lutkemeier, to approve the financial reports for the period ending 01/31/10. All present voting yes, motion carried.

General Funds: Cash Balance 12/31/09 \$1,508,982.35; Accounts Receivables \$691.65; Revenue: Reading Recovery Assessments \$5,704.80, Special Education Assessments \$224,676.72, Center Base Tuition 75,061.19, Indirect Fees \$4,606.76, Interest \$1,603.23, D&A Testing Pool Assessment \$4,616.22, State/Federal Grant \$1,165.65; Expenditures: (\$306,757.62); Cash Balance 01/31/10 \$1,520,350.95.

Special Revenue Funds: Cash Balance 12/31/09 (\$18,038.20); Accounts Receivables \$1,892.37; State/Federal Grants \$71,369.89; Expenditures: (\$32,889.61); Cash Balance 01/31/10 (\$22,334.45).

Imprest / Trust & Agency: Cash Balance 12/31/09 \$5,429.63; Receipts \$2,963.51; Expenses: (\$2,732.44); Cash Balance 01/31/10 \$5,660.70.

Business Manager DeWitt presented a cash balance report for the period of July 1, 2009 through January 31, 2010.

Advisory Board Meeting

Director Aberle reviewed the proceedings of the NESC Advisory Board meeting held on February 10, 2010. Informational and discussion items included the following:

- ❖ IEP Overrides
- ❖ Vehicle Accident
- ❖ Proposed NESC By-Law Changes
- ❖ ESY Summer 2010 Rates
- ❖ Unfair Labor Practice Update
- ❖ Dismissal Procedure
- ❖ SD Part B Parent Survey
- ❖ APEX
- ❖ 2010/11 Flow Through Application
- ❖ Paper Purchase
- ❖ NESC Service Provider Review

Paper Purchase

Business Manager DeWitt reviewed the quotes received to purchase 8 ½ x 11, 20#, white, xerographic dual purpose paper for cooperative purchasing. Dacotah Paper submitted the lowest quote of \$27.48 per case delivered to each participating school district. This quote is less than the current State Bid Contract price and negates the bid process.

Extended School Year 2010 Rates

The following ESY 2010 rates were recommended to the Board of Directors for approval: NESC Para, current 2009/10 hourly rate; Certified Teacher, \$23.11 per hour; Non Certified Para, \$11.25 per hour.

Action #7859 Motion by T.Bauer, second by P.Roe, to approve the recommended ESY 2010 rates as presented. All present voting yes, motion carried.

NESC By-Law Amendments

Center Base Tuition

Proposed changes to NESC By-Law Article V Means of Finance, Section 5.3 - Center Base Tuition, were presented to the Board of Directors for consideration.

#1: Currently the By-Laws provide that the preliminary tuition rate will be based on the number of students enrolled in the Center Base Programs on April 1 of the current school year. The proposed change would calculate the preliminary tuition rate based on the projected number of Center Base students for the ensuing school year. The rationale for the change is to provide a more accurate means of calculating a preliminary rate.

#2: Add the following language to address billing timelines. Tuition will be billed to the participating school districts on a monthly basis. The rate of tuition, per placement, will be prorated in eight monthly payments beginning in October. The October billing will include September and October tuition.

Passage of a By-Law adoption or amendment requires a two-thirds membership vote. In consideration that two-thirds of the membership were not present, a second reading and action were tabled to the March 15, 2010 Board of Directors meeting.

NESC Steering Committee

Proposed changes to NESC By-Law Article IV Governance, Section 4.9 – Steering Committee, were presented to the Board of Directors for consideration.

The current By-Law reads as follows:

4.9 *At the annual July meeting of the Board of Directors, the Board shall appoint a six member Steering Committee from its membership with one alternate member. Membership on the committee will include the Board of Directors' Chairperson, Vice Chairperson, and a minimum of two members from districts with enrollments of 500-upward, two with enrollments of 251-499, and two with enrollments of 0-250. The December 1 enrollments of the previous school year will be used. The committee shall meet at their discretion with dates, time, and location of meeting selected by the committee. The committee will review the NESC By-Laws on an annual basis and discuss pertinent NESC issues. The committee will make recommendations and suggest updates to the Board of Directors and Advisory board. Compensation and mileage reimbursement will be paid by NESC at a rate authorized by the Board of Directors.*

Copies of four proposed options to re-define the composition of the Steering Committee membership were provided. Director Aberle reported that the proposed by-law changes were presented to the NESC Advisory Board at their regular meeting on February 10, 2010. The Advisory Board recommended option #2. The Steering Committee reviewed the four proposed options at their meeting on this date prior to the regular Board of Directors meeting and concurred with the Advisory Board's recommendation.

4.9 *No later than the August meeting of the Board of Directors, the Board President shall appoint a six member Steering Committee from its membership with one alternate member. Membership on the committee will include the Board of Directors' Chairperson, Vice Chairperson, and a minimum of two members from member districts with enrollments of 400-upward, two with enrollments of 251-399, and two with enrollments of 0-250. The December 1 K-12 enrollments of the previous school year will be used. The committee will review the NESC By-Laws on an annual basis and discuss pertinent NESC issues. The committee will make recommendations and suggest updates to the Board of Directors and Advisory board. Compensation and mileage reimbursement will be paid by NESC at a rate authorized by the Board of Directors.*

A second reading of the proposed by-law change will be held at the regular Board of Directors meeting on March 15, 2010.

ACTION ITEMS

Action #7860 Motion by D.Lutkemeier, second by L.Mennenga, to approve a work agreement with Kris Street to provide psychological examiner services during the absence of a school psychologist on family medical leave. Compensation will be \$300.00 per day. All present voting yes, motion carried.

Executive Session

Action #7861 Motion by G.Johnson, second by J.Michalski, to enter executive session at 7:53 P.M. to discuss negotiations and personnel matters. All present voting yes, motion carried.

President Kleinjan declared the Board out of executive session at 8:35 P.M. and resumed regular session.

Action #7862 Motion by B.Little, second by J.Guest, to offer a two year contract to Rhonda Zinter, Assistant Director. The contract period will be July 1, 2010 through June 30, 2011; July 1, 2011 through June 30, 2012. Compensation will be in accordance with the terms and conditions as agreed upon between the NESC Steering Committee and Rhonda Zinter. The contract must be returned within two weeks of date of issuance. All present voting yes, motion carried.

Action #7863 Motion by J.Michalski, second by D.Lutkemeier, to accept the resignation of Cheryl DeWitt, Business Manager, effective April 1, 2010. All present voting yes, motion carried.

Action #7864 There being no further business to come before the Board at this time, motion by T.Bauer, second by G.Johnson, to adjourn. All present voting yes, motion carried.

The next meeting of the NESC Board of Directors will be Monday, March 15, 2010 at LATI, Watertown, SD. The meeting will begin at 7:00 P.M.

Thomas Kleinjan, President

Cheryl DeWitt, Business Manager