

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, August 15, 2011

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, August 15, 2011 at the Hy-Vee Club Room in Watertown, SD. The meeting was called to order by President Roger Gresh at 7:31 P.M. and adjourned at 8:15 P.M.

Members present:

Dan Rowen, Arlington ; Roger Gresh, Britton-Hecla; Harry Boner, Castlewood; Bob Steffen, Clark; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Tim Bauer, Elkton; Evelyn Blacksmith, Enemy Swim Day School; Linda Mennenga, Estelline; Tracy Hlavacek, Florence; John Tol, Grant-Deuel; Trevor Stieg, Hamlin; Lana Sand, Rosholt; Polly Larson, Sioux Valley; Cheryl Berger, Waubay; Dennis Thyen, Waverly/South Shore; Doug Valsvig, Webster; Paula Warkenthein, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Norman Koehlmoos, De Smet; John Rider, Henry; Mary Jane Fast, Iroquois; Brian Nelson, Lake Preston; Corrie Quale, Summit

Others Attending:

NESC Advisory Board Representatives: Kevin Keenaghan, Deubrook Superintendent and Mark Sampson, Iroquois Superintendent

NESC Board of Directors Alternate: Marlyn Pomrenke, Estelline

NESC Staff Representative: Mary Borgman

NESC Administration: Jerry Aberle, Director; Matt Flett, Business Manager; Dustin Hinckley, Assistant Director

DISCUSSION/ACTION ITEMS

Introduction of Guests

NESC employee Mary Borgman, School Psychologist, was recognized as a guest.

Agenda

Action #12016 Motion by T. Bauer, second by D. Lutkemeier, to approve the agenda with the addition of the following Action Items: 2.) Approve paraprofessional contract; 3.) Approve paraprofessional contract; 4.) Approve short term work agreement. All present voting in favor, motion carried.

Board Proceedings

Action #12017 Motion by C. Knutson, second by J. Tol, to approve the proceedings of the July 18, 2011 Board of Directors meeting as presented. All present voting in favor, motion carried.

Financial Report

Action #12018 Motion by P. Larson, second by D. Lutkemeier, to approve the financial report for the period ending July 31, 2011. All present voting in favor, motion carried.

General Fund:

Beginning Cash Balance 7/1/11	\$182,853.59
Cash Receipts during July	\$68,171.35
Expenditures during July	\$38,143.13
Ending Cash Balance 7/31/11	\$212,881.81

Special Education Fund:

Beginning Cash Balance 7/1/11	\$814,655.45
Cash Receipts during July	\$398,845.35
Expenditures during July	\$372,323.41
Ending Cash Balance 7/31/11	\$841,177.39

Imprest/Trust & Agency

Beginning Cash Balance 7/1/11	\$9,212.84
Cash Receipts during July	\$383.65
Expenditures during July	\$669.83
Ending Cash Balance 7/31/11	\$8,926.66

August 2011 Accounts Payable

Action #12019 Motion by L. Mennenga, second by B. Steffen, to approve the payment of the August 2011 accounts payables as presented. All present voting in favor, motion carried.

Fund 10 GENERAL FUND APEX LEARNING;APEX COURSES; 15,675.00 ;BLACK HILLS STATE UNIVERSITY;CAMSE SDC; 18,047.69 ;CENTURY BUSINESS PRODUCTS, INC;COPY MACH.MAINT. CONTRACT; 18.17 ;CENTURY BUSINESS PRODUCTS, INC;COPY MACH.MAINT. CONTRACT; 18.17 ;DAYS INN;SDC LODGING SO; 62.99 ;EDUCATORS OUTLET INC.;SDC SUPP.; 975.19 ;HAMLIN COUNTY FARMERS COOP;TITLE II D GASOLINE; 47.97 ;HAMLIN COUNTY FARMERS COOP;READING UP; 36.97 ;ITC TELECOM;TELEPHONE; 39.27 ;NESC PAYROLL CLEARING;AUGUST 2011 PAYROLL; 21,588.81 ;NESC SAVINGS #50-438-0;SUPP. ESA; 210.00 ;SUPER 8 SISSETON;LODGING SDC SO; 93.00 ;SUPER 8 SISSETON;LODGING ESA KH; 232.50 ;THE OHIO STATE UNIVERSITY;11-12 SET UP FEE/DATA FEE; 1,430.00 ;VERIZONWIRELESS;ESA CELL; 107.28 ;VERIZONWIRELESS;SDC CELL; 53.64 ;VOYAGER FLEET SYSTEMS INC;SD COUNTS; 79.82 ;VOYAGER FLEET SYSTEMS INC;READING UP; 26.68 ;Fund Total: 58,743.15; Fund 22 SPECIAL EDUCATION; AAA PURE WATER;SUPPLIES; 84.50 ;APPLE INC.;TECH EQUIP; 145.00 ;ARGUS LEADER;ADVERTISEMENT; 350.00 ;AVERA QUEEN OF PEACE;PT JUL11; 500.35 ;AVERA QUEEN OF PEACE; 0.00 ;BAYMONT INN;LODGING ED.SPEC. LS; 46.50 ;BIG STONE THERAPIES, INC.;PT JUL.11; 5,135.58 ;BIG STONE THERAPIES, INC.; 0.00 ;BOIK, KRISTIN;ESY MI PAID STAFF; 66.60 ;CDW GOVERNMENT INC.;SUPPLIES; 113.60 ;CENTURY BUSINESS PRODUCTS, INC;COPY MACH.MAINT. CONTRACT; 18.16 ;CENTURY BUSINESS PRODUCTS, INC;COPY MACH.MAINT. CONTRACT; 463.45 ;CMI EDUCATION INSTITUTE;PSYCH REG. WKSHOP JL; 189.99 ;COMFORT INN;LODGING ED.SPEC. BB; 93.00 ;DMV SPECIAL LICENSE SECTION;LICENSE,TITLE FEE; 42.00 ;DUST TEX SERVICE, INC.; 0.00 ;DUST TEX SERVICE, INC.;RUG RENTAL; 29.52

;ERTELT, KIM;EMPLOYMENT STIPEND; 65.00 ;ESTELLINE COMMUNITY OIL CO.;FLEET MAINT; 29.83 ;FARMERS UNION COOP OIL;ESY GASOLINE; 41.98 ;GEIGLE, DANIELLE;ESY MI PAID STAFF; 136.53 ;HAMLIN COUNTY FARMERS COOP;DIRECTOR GASOLINE; 223.44 ;HAMLIN COUNTY FARMERS COOP;ED SPEC GASOLINE; 12.49 ;HAMLIN COUNTY FARMERS COOP;SPEECH GASOLINE; 45.95 ;HAMLIN COUNTY FARMERS COOP;ED SPEC GASOLINE; 38.41 ;HAMLIN COUNTY FARMERS COOP;ESY GASOLINE; 393.32; HAMLIN COUNTY FARMERS COOP;MAINT; 29.75 ;HAMLIN COUNTY FARMERS COOP;TRANSITION GASOLINE; 37.47 ;HAMLIN COUNTY FARMERS COOP;OT GASOLINE; 28.22 ;HARTWIG HEATING;BLDG MAINT.; 185.00 ;HARTWIG HEATING;COMPRESSOR AC UNIT; 1,050.00 ;HOLM, JANET;ESY MI PAID STAFF; 48.10 ;HOVDES PHYSICAL THERAPY;PT. JUL.11; 162.50 ;HOVDES PHYSICAL THERAPY; 0.00 ;HURON REGIONAL MEDICAL CENTER; 0.00 ;HURON REGIONAL MEDICAL CENTER;OT JUL 11; 148.00 ;ITC TELECOM;TELEPHONE CHG.; 455.08 ;ITC TELECOM;TELEPHONE CHG.; 17.31 ;ITC TELECOM;TELEPHONE CHG.; 0.82 ;KELO-TV;ADV.SPEECH THERAPIST; 109.00 ;LEISCHNER, LAUREN;EMPLOYMENT STIPEND; 65.00 ;MARSHALL CO. HEALTHCARE CENTER;OT JUL 11; 1,303.80 ;MARSHALL CO. HEALTHCARE CENTER;PT JUL 11; 465.22 ;MEDICAL TECHNOLOGIES, INC.;CALIBRATE AUDIOMETERS; 1,489.00 ;MEYER, MARIA;EMPLOYMENT STIPEND; 65.00 ;NASP;NASP 11/12 LL; 130.00 ;NASP;NASP 11/12 MM; 190.00 ;NCS PEARSON, INC.;PSYCH SUPP.; 3,944.34 ;NE ADMINISTRATORS;NE ADMN.DUES 11/12 JA; 85.00 ;NESC IMPREST; L.SHIRLEY:TRAVEL;78.00 ;NESC IMPREST;SASD: DUES 11/12 MF; 464.75 ;NESC IMPREST;US POSTMASTER:BD.PKT.; 54.08 ;NESC IMPREST;B.BOYD:TRAVEL; 73.00 ;NESC PAYROLL CLEARING;AUGUST 2011 PAYROLL; 235,825.84 ;NORTHEAST PHYSICAL THERAPY;PT JUL.11; 1,134.39 ;NORTHLAND AUTO CENTER;FLEET MAINT; 191.97 ;OFFICE MAX - CONTRACT INC.;CB SUPP. HAMLIN; 468.35 ;OFFICE MAX - CONTRACT INC.;OFFICE SUPP.; 153.91 ;OFFICE MAX - CONTRACT INC.;CB SUPP JK; 8.64 ;OFFICE MAX - CONTRACT INC.;CB SUPP DH; 39.15 ;OFFICE MAX - CONTRACT INC.;CB. SUPP. DH; 23.52 ;OFFICE MAX - CONTRACT INC.;ED.SPEC. SUPP.; 84.34 ;OFFICE MAX - CONTRACT INC.;TECH EQUIPMENT; 80.00 ;OFFICE MAX - CONTRACT INC.;TECH EQUIPMENT; 33.00 ;OTTER TAIL POWER CO.;UTILITIES; 308.25 ;OTTER TAIL POWER CO.; 0.00 ;PAGE TECHNOLOGY;WEB UPDATING; 71.25 ;PALO'S GARAGE;FLEET MAINT; 568.87 ;PRO-ED;PSYCH SUPP.; 2,560.80 ;PUBLIC OPINION;PUBL.PROCEEDINGS/LEG ADV; 478.22 ;RON'S AUTO REPAIR;FLEET MAINT; 31.47 ;S & S AUTO;FLEET MAINT; 159.84 ;SANFORD CLINIC WATERTOWN;PT JUL 11; 1,903.13 ;SANFORD CLINIC WATERTOWN;OT JUL 11; 4,708.78; SANFORD WEBSTER MEDICAL CENTER;OT JUL.11; 5,025.62 ;SANFORD WEBSTER MEDICAL CENTER; 0.00 ;SIOUX VALLEY COOP;PT GASOLINE; 78.66 ;SIOUX VALLEY COOP;ESY GASOLINE; 110.23 ;SIOUX VALLEY COOP;OT GASOLINE; 157.32 ;SMARTSIGN;SUPP JA; 217.00 ;SMARTSIGN;SUPP. TECH.; 217.00 ;SUPER 8 MOTEL;LODGING ED.SPEC.; 91.98 ;TASC;TASC ADMIN FEE; 858.00 ;US POSTMASTER;STAMP ORDER AUG.11; 131.40 ;VERIZONWIRELESS;STAFF CELL; 409.88 ;VERIZONWIRELESS;ED.SPEC . CELL; 121.94 ;VERIZONWIRELESS;MOBILE BROADBAND ED.SPEC.; 43.01 ;VOYAGER FLEET SYSTEMS INC;ESY GASOLINE; 2,396.00 ;VOYAGER FLEET SYSTEMS INC;OT GASOLINE; 97.85 ;VOYAGER FLEET SYSTEMS INC;ED SPEC GASOLINE; 85.81 ;VOYAGER FLEET SYSTEMS INC;DIRECTOR; 22.29 ;VOYAGER FLEET SYSTEMS INC;FLEET MAINT; 251.54 ;VOYAGER FLEET SYSTEMS INC;PT GASOLINE; 44.44 ;W.W. TIRE;FLEET MAINT; 630.38 ;WENZ, MELODY;MI PAID STAFF; 17.76 ;WHIPKEY, SARAH;EMPLOYMENT STIPEND; 65.00 ;WIESE, RITA;MI PAID STAFF; 29.60 ;WILMOT ENTERPRISE;POSITION ADVERTISEMENT; 12.00 ;WILMOT ENTERPRISE;POSITION ADVERTISEMENT; 8.40 ;Fund Total 278,900.47; Checking Account Total: 337,643.62

Review Advisory Board Minutes

Director Aberle reviewed the Advisory Board minutes from the August 3, 2011 meeting.

NESC Steering/Negotiations Committee Appointments

President Gresh appointed the following NESC Board Members to the 2011-2012 Steering/Negotiations Committee: Trevor Stieg, Hamlin; Debbe Koenecke, Deuel; Carie Knutson, Deubrook; Tim Bauer, Elkton; Linda Mennenga, Estelline and Jon Tol, Grant-Deuel, to serve with President Gresh and Vice President Lutkemeier.

Staffing Updates/Staff Assignments

Director Aberle provided a handout of 2011-2012 staffing assignments. There is still an opening for a Speech Language Pathologist for the Deuel School District. With little time remaining before the start of school, it was the consensus of the board to allow Director Aberle to seek out a vendor before the September 19, 2011 meeting.

Board of Directors Directory

Director Aberle reviewed and provided a handout of the Board of Directors Directory.

NESC Board Member In-Service

The NESC Board Member In-Service is tentatively set for Wednesday, November 9, 2011 at 7:30 P.M. The location is still to be determined.

Executive Session

Action #12020 Motion by L. Sand, second by H. Boner, to enter into Executive Session at 7:56 P.M. for personnel.

President Gresh declared the Board out of Executive Session at 8:11 P.M.

Approve Lane Change

Action #12021 Motion by L. Mennenga, second by J. Tol, to approve a lane change for Karlette Juhnke from BA+30 to Masters for \$41,159. All present voting in favor, motion carried.

Approve Contract

Action #12022 Motion by B. Steffen, second by C. Knutson, to approve the contract for Ashley Zantow, Florence Center Base Paraprofessional at \$11.93 per hour. All present voting in favor, motion carried.

Approve Contract

Action #12023 Motion by D. Thyen, second by C. Berger, to approve the contract for Jacquelyn Cameron, Grant-Deuel Center Base Paraprofessional at \$11.73 per hour. All present voting in favor, motion carried.

Approve Leave of Absence

Action #12024 Motion by H. Boner, second by J. Tol, to approve a leave of absence for Sarah Whipkey, COTA, beginning on or around August 21, 2011, and to end on or around November 13, 2011. The Board also agreed to continue to pay for the employee's health and dental insurance with the condition the employee return after the leave of absence to finish the current contract that ends on June 30, 2012. If the employee fails to return to NESC after the leave of absence, the employee will reimburse NESC any health and dental insurance premiums paid by NESC during the leave of absence. All present voting in favor, motion carried.

Approve Short Term Work Agreement

Action #12025 Motion by C. Knutson, second by L. Sand, to approve a short term work agreement with Susan Karson, COTA, at \$157.70 per day, not to exceed 59 days of service. All present voting in favor, motion carried.

Adjournment

Action #12026 With there being no further business, motion by D. Lutkemeier, second by T. Bauer, to adjourn. All present voting in favor, motion carried.

The next NESC Board of Directors meeting will be at 7:30 P.M. on Monday, September 19, 2011 at the Hy-Vee Club Room in Watertown, SD.

Roger Gresh, President

Matthew Flett, Business Manager