

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, September 19, 2011

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, September 19, 2011 at the Hy-Vee Club Room in Watertown, SD. The meeting was called to order by President Roger Gresh at 7:30 P.M. and adjourned at 8:01 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; Trevor Stieg, Hamlin; John Rider, Henry; Lana Sand, Rosholt; Polly Larson, Sioux Valley; Brian Comes, Waverly; Doug Valsvig, Webster; Paula Warkenthein, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Norman Koehlmoos, De Smet; John Tol, Grant-Deuel; Mary Jane Fast, Iroquois; Brian Nelson, Lake Preston; Corrie Quale, Summit; Cheryl Berger, Waubay

Others Attending:

NESC Advisory Board Representatives: Kevin Keenaghan, Deubrook Superintendent and Tom Oster, Sioux Valley Superintendent

NESC Staff Representative: Brenda Boyd, Linda Conrad, Julie Kruse, Maria Meyer

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

DISCUSSION/ACTION ITEMS

Introduction of Guests

NESC employees Brenda Boyd, Transition/Technology Coordinator; Linda Conrad, Speech Language Pathologist; Julie Kruse, Grant-Deuel Center Base Teacher; and Maria Meyer, School Psychologist were introduced as guests.

Agenda

*Action #12027* Motion by T. Bauer, second by D. Lutkemeier, to approve the agenda with the addition of the following Action Item: 8.) Approve work agreement for Crystal Waage-SLP Long-Term Substitute. All present voting in favor, motion carried.

Board Proceedings

*Action #12028* Motion by L. Mennenga, second by L. Sand, to approve the proceedings of the August 15, 2011 Board of Directors meeting as presented. All present voting in favor, motion carried.

Financial Report

*Action #12029* 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 8/1/11	\$212,881.81
Cash Receipts during August	\$13,484.43
Expenditures during August	\$58,888.15
Ending Cash Balance 8/31/11	\$167,478.09

Special Education Fund:

Beginning Cash Balance 8/1/11	\$841,177.39
Cash Receipts during August	\$171,057.13
Expenditures during August	\$279,312.29
Ending Cash Balance 8/31/11	\$732,922.23

Imprest/Trust & Agency

Beginning Cash Balance 8/1/11	\$8,926.66
Cash Receipts during August	\$669.83
Expenditures during August	\$940.63
Ending Cash Balance 8/31/11	\$8,655.86

August 2011 Accounts Payable

*Action #12030* Motion by C. Knutson, second by H. Boner, to approve the payment of the September 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 September 7, 2011 meeting.

NESC Board Member In-Service

The NESC Board Member In-Service is set for Wednesday, November 9, 2011 at 7:30 P.M. The location will be the Hy-Vee Club Room in Watertown, SD.

ACTION ITEMS

Approve Propane Bid

*Action #12031* Motion by D. Lutkemeier, second by L. Sand, to approve the propane bid of \$1.90 per gallon for 1,600 gallons to Hamlin County Farmer's Cooperative, Hayti, SD. All present voting in favor, motion carried.

Approve FY 2011 Annual Report

Business Manager Flett reviewed the FY 2011 Annual Report approved by the Department of Education.

*Action #12032* Motion by P. Larson, second by B. Steffen, to accept the Annual Report presented by Business Manager Flett. All present voting in favor, motion carried.

Approve Contract Amendment

*Action #12033* Motion by L. Mennenga, second by J. Rider, to approve a contract amendment for Shawn Olsen moving to MA +15 for \$49,389.90 at 210 days. All present voting in favor, motion carried.

Approve Contract Amendment

*Action #12034* Motion by C. Knutson, second by D. Lutkemeier, to approve a contract amendment for Lucy Vandersnick to MA for \$39,159.00. All present voting in favor, motion carried.

Approve Contract Amendment

*Action #12035* Motion by L. Sand second by D. Koenecke, to approve a contract for Melody Wenz to MA SLP for \$45,500.00. All present voting in favor, motion carried.

Approve Contract

*Action #12036* Motion by H. Boner, second by D. Koenecke, to approve an 0.8 FTE contract for Nella Carol Thompson-SLP for \$39,600 plus an \$8,000 signing bonus. The signing bonus will be pro-rated over 12 months. All present voting in favor, motion carried.

Accept Resignation

*Action #12037* Motion by D. Lutkemeier, second by T. Bauer, to accept the resignation of Assistant Business Manager Lorie Olsen. All present voting in favor, motion carried. The board thanked Lorie for her years of service to NESC.

Executive Session

*Action #12038* Motion by C. Knutson, second by B. Steffen, to enter Executive Session at 7:56 P.M. for personnel. All present voting in favor, motion carried.

President Gresh declared the board of out Executive Session at 8:00 P.M.

Approve Work Agreement

*Action #12039* Motion by T. Bauer, second by J. Rider, to approve a work agreement for Crystal Waage, long-term substitute SLP for \$225.71 per day. All present voting in favor, motion carried.

Adjournment

*Action #12040* With there being no further business, motion by L. Mennenga, 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, October 17, 2011 at the Hy-Vee Club Room in Watertown, SD.

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**Roger Gresh, President**

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**Matthew Flett, Business Manager**