

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, November 21, 2011

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, November 21, 2011 at the Hy-Vee Club Room in Watertown, SD. The meeting was called to order by President Roger Gresh at 7:03 P.M. and adjourned at 8:07 P.M.

Members present:

Roger Gresh, Britton-Hecla; Harry Boner, Castlewood; Bob Steffen, Clark; Norman Koehlmoos, De Smet; 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; Polly Larson, Sioux Valley; Corrie Quale, Summit; Cheryl Berger, Waubay; Dennis Thyen, Waverly; Mark Hanson, Webster; Paula Warkenthein, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Dan Rowen, Arlington; John Rider, Henry; Mary Jane Fast, Iroquois; Brian Nelson, Lake Preston; Lana Sand, Rosholt

Others Attending:

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

NESC Staff Representatives: Julie Kruse, Jill Lear, and Matt Paulson

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

DISCUSSION/ACTION ITEMS

Introduction of Guests

NESC employees Julie Kruse, Grant-Deuel Center Base Teacher; Jill Lear, School Psychologist; and Matt Paulson, Hamlin Center Base Teacher were introduced as guests.

Agenda

*Action #12052* Motion by C. Knutson, second by P. Larson, to approve the agenda with the following addition: Action Item 3.) Approve Work Agreement. All present voting in favor, motion carried.

Board Proceedings

*Action #12053* Motion by D. Lutkemeier, second by T. Bauer, to approve the proceedings of the October 17, 2011 Board of Directors meeting as presented. All present voting in favor, motion carried.

Financial Report

*Action #12054* Motion by D. Lutkemeier, second by H. Boner, to approve the financial report for the period ending October 31, 2011. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
<b>Cash Balance</b>			
<b>October 1, 2011</b>	\$198,626.40	\$593,520.52	\$9,187.52
<u>Receipts:</u>			
Local Sources	\$11,592.03	\$170,266.00	\$732.86
State Sources		\$6,974.98	
Federal Sources	\$28,240.00	\$133,780.00	
<u>Total Monthly Receipts</u>	<u>\$39,832.03</u>	<u>\$311,020.98</u>	<u>\$732.86</u>
Total Gross Receipts	\$238,458.43	\$904,541.50	\$9,920.38
<u>Total Disbursements</u>	<u>\$31,280.36</u>	<u>\$334,912.60</u>	<u>\$3,058.68</u>
<b>Ending Cash Balance</b>			
<b>October 31, 2011</b>	\$207,178.07	\$569,628.90	\$6,861.70

November 2011 Accounts Payable

*Action #12055* Motion by L. Mennenga, second by J. Tol, to approve the payment of the November 2011 Accounts Payable as presented. All present voting in favor, motion carried.

**Fund 10 GENERAL FUND:** APEX LEARNING;APEX COURSES;125.00;COMFORT INN;ESA LODGING;93.00;COUNTRY INN & SUITES;ESA LODGING;48.50;ESTELLINE COMMUNITY OIL CO.;MAINT AND GASOLINE;41.84;GOVERNORS INN;READING RECOVERY LODGING;46.50;HAMLIN COUNTY FARMERS COOP;MAINT & GASOLINE;110.69;HYVEE, INC.;SUPPLIES;180.13;ITC TELECOM;INTERNET & TELEPHONE;82.44;NESC IMPREST;REIMBURSE IMPREST;274.50;NESC PAYROLL CLEARING;NOVEMBER 2011 PAYROLL;21,858.18;OFFICE PEEPS, INC.;SUPPLIES;252.61;PROFESSIONAL SECURITY;D&A POOL TESTING;348.00;STEVE'S TIRE & SERVICE;MAINT & GASOLINE;34.00;SUPER 8 MOTEL;ESA LODGING;46.50;VERIZONWIRELESS;CELL PHONE;161.30;VOYAGER FLEET SYSTEMS INC;MAINT & GASOLINE;687.10; Fund Total 24,390.29;**Fund 22 SPECIAL EDUCATION FUND:** AAA PURE WATER;BUILDING MAINTENANCE;84.50;ABILITY BUILDING SERVICES; PPT TRAINING;600.00;AL'S BODY SHOP;FLEET MAINT;85.00;AMERICINN LODGE & SUITES;ED SPEC TRAVEL;339.50;APPLE INC.;COMPUTER EQUIP.;499.00;ASBSD;REGISTRATION & DUES;530.00;ASHA;SPEECH DUES;450.00;AVERA QUEEN OF PEACE;PT SERVICES OCT. 2011;1,741.99;BAYMONT INN;ED SPEC TRAVEL;93.00;BEYOND PLAY, LLC;SPEECH SUPPLIES;122.93;BIG STONE THERAPIES, INC.;PT SERVICES OCT. 2011;8,106.23;BILL'S SUPER VALU;CENTER BASE SUPPLIES;39.89;BND TOWING;FLEET MAINT;131.00;BRITTON-HECLA SCHOOL DISTRICT;MILEAGE REIMBURSE.;166.13;CARDMEMBER SERVICE;POSTAGE;11.20;CASTLEWOOD SCHOOL DISTRICT;CB USE FEE NOV. 2011;731.66;CEC;CEC DUES;164.00;CHILSON, GINA;MILEAGE REIMBURSE.;86.58;COMFORT INN;ED SPEC LODGING;93.00;COUNTY

FAIR FOOD STORES;CENTER BASE SUPPLIES;187.08;DELYLE'S SOUTH 81 SERVICE, INC. ;FLEET MAINT;751.04;DON'S BODY SHOP;FLEET MAINT;35.00;DUST TEX SERVICE, INC.;RUG RENTAL;29.52;ESTELLINE COMMUNITY OIL CO.;MAINT AND GASOLINE;171.21;FLORENCE SCHOOL DISTRICT;CB USE FEE NOV 2011; 487.77; GOODCARE;OT SERVICES OCT. 2011;22,621.93;GRANT-DEUEL SCHOOL DISTRICT;CB USE FEE NOV. 2011;387.78;HAHLER AUTOMOTIVE;FLEET MAINT;37.60;HAMLIN COUNTY FARMERS COOP;MAINT & GASOLINE;1,655.16;HAMLIN SCHOOL DISTRICT;CB USE FEES NOV. 2011;975.54;HARLOW'S BUS SALES, INC.;FLEET MAINT;41.18;HARMEL, DEB;MILEAGE REIMBURSE;132.83;HARTWIG HEATING;BUILDING MAINTENANCE;190.50;HOLM, JANET;MILEAGE REIMBURSE;260.89;HOVDDES PHYSICAL THERAPY;PT SERVICES OCT 2011;697.05;HYVEE, INC.;SUPPLIES;138.07;ITC TELECOM;INTERNET & TELEPHONE;478.01;JAGERS GROCERY;SUPPLIES;103.75;KID'S EXPRESS TRAIN, LLC;SPEECH SUPPLIES;48.49;KUBE, SHANEL;PPT TRAINING;600.00;LABOLT MINI MALL;GASOLINE;46.91;LITTLE, CAROLEE;PPT TRAINING;600.00;LITTLE, ISAAC;PPT TRAINING;600.00;LUX, LOIS;MILEAGE REIMBURSEMENT;57.72;MARLOW, EMILY;EMPLOYMENT STIPEND;65.00;MARSHALL CO. HEALTHCARE CENTER;OT/PT SERVICES OCT. 2011;7,502.82;MAYER-JOHNSON, LLC;SPEECH SUPPLIES;83.96;MEDICAL TECHNOLOGIES, INC.;SPEECH EQUIPMENT MAINT.;283.00;MIDWEST MEDICAL SERVICE, INC.;SUPPLIES;145.00;MIKE'S FULL SERVICE;GASOLINE;41.22;NESC IMPREST;REIMBURSE IMPREST;1,634.03;NESC PAYROLL CLEARING;NOVEMBER 2011 PAYROLL;230,414.45;NICELY DUNN;CB BOWLING;577.70;NORTHEAST PHYSICAL THERAPY;PT SERVICES OCT. 2011; 1,254.00;NORTHLAND AUTO CENTER;FLEET MAINT;306.75;OFFICE MAX - CONTRACT INC.;SUPPLIES;894.27;OLSON'S MOTOR CO.;FLEET MAINT;1,565.93;OTTER TAIL POWER CO.;OCT. 2011 UTILITIES;273.14;PALMLUND AUTOMOTIVE;FLEET MAINT;423.67;PALO'S GARAGE;FLEET MAINT;93.32;PAULSON, MATT;MILEAGE REIMBURSE.;578.68;PUBLIC OPINION;PUBLISHING;295.21;QUALITY INN & SUITES;ED SPEC LODGING;46.50;RICH'S GAS & SERVICE; GASOLINE;37.00; RON'S AUTO REPAIR;FLEET MAINT;600.59;RON'S AUTO REPAIR, INC.;FLEET MAINT;32.20;S & S AUTO;FLEET MAINT;503.46;SANFORD CLINIC WATERTOWN;OT/PT SERVICES OCT. 2011;17,095.36;SANFORD WEBSTER MEDICAL CENTER;OT SERVICES OCT. 2011;7,864.68;SCHMIEDING GARAGE;MAINT & GASOLINE;313.75;SHIRLEY, LINDA;ED SPEC TRAVEL;151.00;SHOPKO;SUPPLIES;140.95;SIOUX VALLEY COOP;GASOLINE;462.69;SOFTWARE UNLIMITED;WEBINAR FEE;40.00;STEVE'S TIRE & SERVICE;MAINT & GASOLINE;117.43;SUPER DUPER INC.;SPEECH SUPPLIES; 191.48;TOWN OF HAYTI;WATER BILL;35.50;TOYS FOR SPECIAL CHILDREN,INC.; SPEECH SUPPLIES;135.95;VANDERSNICK, LUCY;MILEAGE REIMBURSE.;199.80; VERIZONWIRELESS;CELL PHONE;575.53;VOYAGER FLEET SYSTEMS INC;MAINT & GASOLINE;7,877.04;W.W. TIRE;FLEET MAINT;1,743.08;WAAGE, CRYSTAL;MILEAGE REIMBURSE.;737.78;WENZ, MELODY;ADVANCED STUDY REIMBURSEMENT;500.00;WIESE, RITA;MILEAGE REIMBURSE.;21.46;WILLIAM G. NEALE, CPA;FY 11 AUDIT SERVICES;7,000.00;ZIEGLER, KAY;MILAGE REIMBURSE.;120.99;  
Fund Total: 338,387.01

**IMPREST EXPENDITURES:**BOYD; BRENDA;ED SPEC TRAVEL; 234.00; BORGMAN, MARY;MEAL REIMBURSEMENT;52.00;BOYD, BRENDA;PARKING REIMBURSMENT; 75.00;GAS REIMBURSEMENT;BORGMAN, MARY; 39.00; HEMPEL, MARY; MEAL REIMBURSEMENT;64.00;SO MEAL MONEY; JACOBSEN, BRIAN;165.00; US POSTMASTER; BOARD PACKET POSTAGE;39.96; BOYD, BRENDA;REIMBURSE IMPREST FOR PARKING;15.00; SHIRLEY, LINDA ;MEAL REIMBURSEMENT;156.00; OLSEN, SHAWN M.; MEAL REIMBURSEMENT; 72.00; SOSD ;SPECIAL OLYMPICS REG; 335.00; BOYD, BRENDA; MEAL REIMBURSEMENT;52.00 SAATHOFF, MARCI; MEAL REIMBURSEMENT; 35.00; BORGMAN, MARY; MEAL REIMBURSEMENT; 78.00; BORGMAN, MARY; LODGING REIMBURSEMENT;BOYD, BRENDA 126.60;PPT SUPPLY REIMBURSE; 8.37; COFFEE &

BEYOND; TRAINING SUPPLIES; 262.00; SHIRLEY, LINDA; LODING  
REIMBURSEMENT;129.60;IMPREST EXPENDITURES Total: \$1,908.53

#### Review Advisory Board Minutes

Director Aberle reviewed the Advisory Board minutes from the November 2, 2011 meeting.

#### NESC Board Member In-Service

Feedback from the NESC Board Member In-Service that was held Wednesday, November 9, 2011 was shared with the Board.

#### Teleconference/Electronic Meetings

Discussion was held on the viability of having the December 2011 and future Board of Directors meetings held via teleconference.

*Action #12056* Motion by T. Bauer, second by D. Thyen, to hold the December 2011 Board of Directors meeting via teleconference utilizing the *Intercall Teleconference System*. All present voting in favor, motion carried.

#### December 2011 Board Meeting Date and Time

The December 2011 Board of Directors meeting will be held via teleconference on Monday, December 19, 2011 beginning at 7:00 P.M. The public meeting location will be at the NESC Administrative Building in Hayti, S.D.

#### IDEA Part B 611 Funding

Business Manager Flett provided a handout to the board explaining the decrease in IDEA Part B 611 funding NESC has received during the fiscal year because of the Continuing Resolutions in Washington, D.C.

#### Accept FY 2011 Audit

Business Manager Flett reviewed the audit for the period ending June 30, 2011 that was accepted by the Department of Legislative Audit.

*Action #12057* Motion by P. Larson, second by J. Tol, to accept the FY 2011 Audit. All present voting in favor, motion carried.

A complete copy can be viewed in the NESC Business Office or on the Department of Legislative Audit's website at <http://legislativeaudit.sd.gov/home.htm>.

Approve Professional Security Contract

*Action #12058* Motion by D. Thyen, second by D. Koenecke, to approve the Professional Security Contract from January 1, 2012 to December 31, 2015. All present voting in favor, motion carried.

The complete contract can be viewed in the NESC Business Office.

Approve Work Agreement

*Action #12059* Motion by L. Mennenga, second by C. Knutson, to approve the work agreement for Angel Dubro, Speech Language Pathologist, at \$198.06 per day and not to exceed 25 days. All present voting in favor, motion carried.

Adjournment

*Action #12060* With there being no further business, motion by T. Bauer, second by D. Koenecke, to adjourn. All present voting in favor, motion carried.

The next NESC Board of Directors meeting will be held via teleconference on Monday, December 19, 2011 at 7:00 P.M. The public meeting location will be at the Northeast Educational Services Cooperative Administration Building in Hayti, S.D.

---

**Roger Gresh, President**

---

**Matthew Flett, Business Manager**