

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, March 19, 2012

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, March 19, 2012 at the Hy-Vee Club Room in Watertown, SD. The meeting was called to order by President Roger Gresh at 7:04 P.M. and adjourned at 8:11 P.M.

Members present:

Dan Rowen, Arlington; Roger Gresh, Britton-Hecla; Harry Boner, Castlewood; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Tim Bauer, Elkton; Evelyn Blacksmith, Enemy Swim Day School; Linda Mennenga, Estelline; Trevor Stieg, Hamlin; John Rider, Henry; Polly Larson, Sioux Valley; Cheryl Berger, Waubay; Dennis Thyen, Waverly; Kathy Meland, Webster ; Denise Lutkemeier, Wilmot

Absent:

Bob Steffen, Clark; Tracy Hlavacek, Florence; John Tol, Grant-Deuel; Mary Jane Fast, Iroquois; Brian Nelson, Lake Preston; Lana Sand, Rosholt; Corrie Quale, Summit; Paula Warkenthein, Willow Lake

Others Attending:

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

NESC Staff Representatives: Mary Borgman, School Psychologist; Deb Harmel, Center Base Teacher; Karlette Juhnke, Early Childhood Teacher; Lois Lux, Speech Language Pathologist.

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

Call to Order

President Gresh called the meeting to order at 7:04 P.M.

Agenda review, changes, and approval

Action #12091 Motion by T. Bauer, second by K. Meland, to approve the agenda with the following additions: New Business 7d.) Approve Contract for Nancy Crump; 7e.) Approve Contract Nicol Huyvaert; and Executive Session 8b.) Negotiations. All present voting in favor, motion carried.

Introduction of guests

NESC employees Mary Borgman, School Psychologist; Deb Harmel, Center Base Teacher; Karlette Juhnke, Early Childhood Teacher; and Lois Lux, Speech Language Pathologist, were introduced as guests.

Financial Report

Action #12092 Motion by C. Knutson, second L. Mennenga, to approve the financial report for the period ending February 29, 2012. All present voting in favor, motion carried.

| | <u>General Fund</u> | <u>Special Education Fund</u> | <u>Agency Fund</u> |
|-------------------------------|---------------------|-------------------------------|--------------------|
| Cash Balance | | | |
| February 1, 2012 | \$194,436.04 | \$744,369.07 | \$5,514.01 |
| <u>Receipts:</u> | | | |
| Local Sources | \$10,352.05 | \$163,440.29 | \$2,410.75 |
| State Sources | \$0.00 | \$45,959.39 | |
| Federal Sources | \$5,314.00 | \$162,942.00 | |
| <u>Total Monthly Receipts</u> | <u>\$15,666.05</u> | <u>\$372,341.68</u> | <u>\$2,410.75</u> |
| Total Gross Receipts | \$210,102.09 | \$1,116,710.75 | \$7,924.76 |
| <u>Total Disbursements</u> | <u>\$24,501.27</u> | <u>\$313,654.36</u> | <u>\$1,763.30</u> |
| Ending Cash Balance | | | |
| February 29, 2012 | \$185,600.82 | \$803,056.39 | \$6,161.46 |

Consent Agenda

Action #12093 Motion by D. Lutkemeier, second J. Rider, to approve the following items on the Consent Agenda: Approval of February 20, 2012 minutes and March 2012 Claims. Business Manager Flett noted on Action #12085 in the February 20, 2012 minutes, the vote was omitted from minutes. The vote tally was all present voting in favor for Action #12085.

All present voting in favor on the Consent Agenda, motion carried.

March 2012 Accounts Payable

GENERAL FUND: ALL POINTS TRAVEL;SDC TRAVEL;2,402.20;ASCD;MEMBERSHIP DUES;219.00;CENTURY BUSINESS PRODUCTS, INC;COPIER MAINTENANCE;36.61;COUNTRY INN & SUITES;ESA LODGING;48.50;DACOTAH PAPER CO.;PAPER PURCHASE;98,624.00;HAMLIN COUNTY FARMERS COOP;FLEET MAINT & GASOLINE;75.34;ITC TELECOM;INTERNET AND TELEPHONE;16.93; NCSM MEMBER & CONFERENCE SERVICES ;CONFERENCE REG. & DUES;295.00;NESC PAYROLL CLEARING;MARCH 2012 PAYROLL;21,858.18;NOLTE, KARI L.;READING RECOVERY TRAVEL;1,795.86;PROFESSIONAL SECURITY;D&A POOL TESTING;1,507.00;VERIZON WIRELESS;CELL PHONE;162.11;VOYAGER FLEET SYSTEMS INC;FLEET MAINT & GASOLINE;563.36; Fund Total: 127,604.09

SPECIAL EDUCATION FUND: ALLEGRA PRINT & IMAGING;PARENTS RIGHTS BOOKLETS;392.09;AVERA QUEEN OF PEACE;CONTRACTED PT SRVS FEB 2012;1,748.75;BENDA, CARRIE MARIE;PRE-EMPLOYMENT SERVICES;65.00;BIG STONE THERAPIES, INC.;CONTRACTED PT SRVCS FEB 2012;7,424.10;BILL'S SUPER VALU;CB SUPPLIES;45.45;BRITTON-HECLA SCHOOL DISTRICT;MILEAGE TO BRITTON-HECLA;95.09;CASTLEWOOD SCHOOL DISTRICT;CENTER BASE FACILITY USE FEE;731.66;CENTER FOR DISABILITIES;CONFERENCE REGISTRATION;600.00;CENTURY BUSINESS PRODUCTS, INC;COPIER MAINTENANCE;399.60;CHILSON, GINA;MILEAGE TO STAFF;89.91;CLARK COMMUNITY OIL;FLEET MAINT;36.51;COMFORT INN;ED SPEC LODGING;93.00;DACOTAH PAPER CO.;PAPER PURCHASE;1,072.00;DAKTECH, INC.;TECH EQUIPMENT;739.00;DEUEL CO. CENEX;FLEET MAINT;36.94;DUST TEX SERVICE, INC.;RUG

RENTAL;29.52;ESTELLINE COMMUNITY OIL CO.;FLEET MAINT;205.85;FLORENCE SCHOOL DISTRICT;CENTER BASE FACILITY USE FEE;365.83;GOODCARE;CONTRACTED OT SRVC FEB 2012;20,286.96;GRANT-DEUEL SCHOOL DISTRICT;CENTER BASE FACILITY USE FEE;387.78;HAMLIN COUNTY FARMERS COOP;FLEET MAINT & GASOLINE;1,799.45;HAMLIN SCHOOL DISTRICT;CENTER BASE FACILITY USE FEE;1,097.49;HARMEL, DEB;MILEAGE TO STAFF;93.24;HOVDES PHYSICAL THERAPY;CONTRACTED PT SRVCS FEB 2012;432.89;HYVEE, INC.;SUPPLIES;86.46;ITC TELECOM;INTERNET AND TELEPHONE;625.23;JURGENS OIL;FLEET MAINT;50.40;KATE'S FLORAL;SUPPLIES;40.00;LAKESHORE LEARNING MATERIALS;EC SUPPLIES;462.80;LEARNING RESOURCES, INC.;EC SUPPLIES;70.92;MARSHALL CO. HEALTHCARE CENTER;CONTRACTED OT/PT SRVS FEB 2012;7,890.84;MAYER-JOHNSON, LLC;SOFTWARE;1,316.00;MIDWEST MEDICAL SERVICE, INC.;EC/SPEECH SUPPLIES;120.00;NCS PEARSON, INC.;PSYCH SUPPLIES;210.15;NESC IMPREST;REIMBURSE IMPREST;1,331.28;NESC PAYROLL CLEARING;MARCH 2012 PAYROLL;225,068.88;NORTHEAST PHYSICAL THERAPY;CONTRACTED PT SRVCS FEB 2012;1,470.15;NORTHLAND AUTO CENTER;FLEET MAINT;36.00;OFFICE MAX - CONTRACT INC.;SUPPLIES;430.39;OLSON'S MOTOR CO.;FLEET MAINT;9.99;OTTER TAIL POWER CO.;FEB 2012 UTILITIES;460.00;PALMLUND AUTOMOTIVE;FLEET MAINT;26.98;PALO'S GARAGE;FLEET MAINT;202.88;PAULSON, MATT;MILEAGE TO STAFF;213.86;PEDERSEN, SHANE;SNOW REMOVAL;225.00;PUBLIC OPINION;PUBLISH PROCEEDINGS/SUPPLIES;371.82;RITTERS REPAIR;FLEET MAINT;39.00;S & S AUTO;FLEET MAINT;713.56;SANFORD CLINIC WATERTOWN;CONTRACTED OT/PT SRVS 02/2012;14,115.21;SANFORD WEBSTER MEDICAL CENTER;CONTRACTED OT SRVCS FEB 2012;5,961.88;SCHMIEDING GARAGE ;GASOLINE ;309.50;SHOPKO;SPEECH SUPPLIES;25.00;SIOUX VALLEY COOP;GASOLINE;337.01;THERAPRO, INC.;OT SUPPLIES;22.45;TOWN OF HAYTI;WATER & SEWER;35.50;US POSTMASTER;POSTAGE; 118.00;VANDERSNICK, LUCY;MILEAGE TO STAFF;177.60;VERIZON WIRELESS;CELL PHONE; 579.95;VOYAGER FLEET SYSTEMS INC;FLEET MAINT & GASOLINE;8,784.01;W.W. TIRE;FLEET MAINT;121.75;WIESE, RITA;MILEAGE TO STAFF;56.61;ZIEGLER, KAY;MILEAGE TO STAFF;11.47; Fund Total: 310,396.64

IMPREST EXPENDITURES: CENTER FOR DISABILITIES; CEC CONF. REG. JA;130.00; SPECIAL OLYMPICS OF SD; SPEC. OLYMPICS REGISTRATION; 120.00; BORGMAN, MARY; ED. SPEC. MEALS MB; 78.00; BORGMAN, MARY; ED. SPEC. MEALS MB; 139.50; BUREAU OF EDUCATION & RESEARCH; CONFERENCE REGISTRATION CN; 225.00; CENTER FOR DISABILITIES; CEC CONF. REG. DH; 140.00; JACOBSEN, BRIAN; SPECIAL OLYMPICS MEALS; 110.00; US POSTMASTER; BOARD PACKET POSTAGE; 42.70; OLSEN, KELLY; SNOW REMOVAL; 100.00; BORGMAN, MARY; ED. SPEC. MEALS; 52.00; SHIRLEY, LINDA; ED. SPEC. LODGING REIMBURSE; 66.08; BORGMAN, MARY; ED. SPEC. MEALS; 35.00; BORGMAN, MARY; ED. SPEC. LODGING REIMBURSE; 93.00 IMPREST EXPENDITURES TOTAL: 1,331.28

Old Business

Review Advisory Board Minutes

Director Aberle reviewed the Advisory Board minutes from March 7, 2012.

Project SEARCH

NESC has been exploring the possibility of a new program called Project SEARCH. Director Aberle recommended, and it was the consensus of the board, to no longer pursue the start up of the new program.

New Business

Board meeting time for April-October board meetings

Action #12094 Motion by D. Lutkemeier, second by J. Rider, to have the Board of Directors meeting start time remain at 7:00 P.M. All present voting in favor, motion carried.

Accept Barb Mohror's Resignation.

Action #12095 Motion by L. Mennenga, second by D. Koenecke, accept the resignation of Barb Mohror, Center Base Para-professional. Barb has been with NESC for 14 years.

Avera De Smet Notification Letter

Director Aberle provided a letter stating Avera De Smet, after June 30, 2012, will no longer be able to provide contracted physical therapy services to NESC due to staffing issues.

Approve contract for Nancy Crump

Action #12096 Motion by T. Bauer, second by K. Meland, to approve the contract for Nancy Crump, Physical Therapist, for 230 days at \$61,384.00 starting July 1, 2012. All present voting in favor, motion carried.

Approve contract for Nicol Huyvaert

Action #12097 Motion by D. Lutkemeier, second by H. Boner, to approve the contract for Nicol Huyvaert, Occupational Therapist, for 200 days at \$48,570.00 starting July 1, 2012. All present voting in favor, motion carried.

Executive Session

Action #12098 Motion by T. Bauer, second by C. Knutson, to enter into Executive Session at 7:41 P.M. for Personnel Issues. All present voting in favor, motion carried.

President Gresh declared the board out of Executive Session at 7:58 P.M.

Action #12099 Motion by L. Mennenga, second by C. Knutson, to not renew the contract for Shawn Olsen, ESA 1, due to a reduction in staff. All present voting in favor, motion carried.

Action #120100 Motion by D. Lutkemeier, second by T. Bauer, to not renew the contract for Lisa Reinhiller, ESA 1, due to a reduction in staff. All present voting in favor, motion carried.

Action #12101 Motion by N. Koehlmoos, second by D. Koenecke, to reduce the contract for Kim Hill, ESA 1, from 200 days to 175 days due to a reduction in staff. All present voting in favor, motion carried.

Action #12102 Motion by H. Boner, second by N. Koehlmoos, to reduce the contract for Kari Nolte, Reading Recovery, from 185 days to 175 days due to reduction in staff. All present voting in favor, motion carried.

Executive Session

Action #12103 Motion by J. Rider, second by D. Thyen, to enter into Executive Session at 8:00 P.M. to discuss negotiations. All present voting in favor, motion carried.

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

Adjournment

Action #12104 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 at a location to be determined on Monday, April 16, 2012 at 7:00 P.M.

Roger Gresh, President

Matthew Flett, Business Manager