

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, October 15, 2012

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, October 15, 2012 at the Hy-Vee Club Room in Watertown, SD. The meeting was called to order by President Gresh at 7:00 P.M. and adjourned at 7:57 P.M.

Members present:

Roger Gresh, Britton-Hecla; Harry Boner, Castlewood; Bob Steffen, Clark; Shane Roth, De Smet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Evelyn Blacksmith, Enemy Swim Day School; Linda Mennenga, Estelline; Tracy Hlavacek, Florence; John Tol, Grant-Deuel; Joe Homola, Hamlin; David Fuller, Henry; Corrie Quale, Summit; Sandy Hinze, Waubay; Jeff Bucholz, Waverly; Kathy Meland, Webster; Paula Warkenthein, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Martin Murphy, Arlington; Tim Bauer, Elkton; Greg Bich, Iroquois; Brian Nelson, Lake Preston; Lana Sand, Rosholt; Gloria Koerlin, Sioux Valley

Others Attending:

NESC Advisory Board Representatives: Kevin Keenaghan, Deubrook Superintendent

NESC Staff Representatives: Maria Meyer

NESC Administration: Jerry Aberle, Director; Tim Frewing, Assistant Director

Others: Cindy Barstad, Watertown Public Opinion

Call to Order

President Gresh called the meeting to order at 7:00 P.M.

Agenda review, changes, and approval

*Action #13025* Motion by K. Meland second by H. Boner, to approve the agenda with the following changes and additions: Add items: 7d.) OT Staffing; 7e.) Funding Formula; 8a.) Executive Session. All present voting in favor, motion carried.

Introduction of Guests

NESC employee Maria Meyer, School Psychologist and Cindy Barstad, Watertown Public Opinion were introduced as guests.

### Financial Report

Action #13026 Motion by D. Lutkemeier, second C. Knutson, to approve the financial report for the period ending September 30, 2012. 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>September 1, 2012</b>	\$129,608.75	\$597,188.47	\$12,668.07
<u>Receipts:</u>			
Local Sources	\$12,696.35	\$100,698.50	\$2,500.57
State Sources	\$0.00	\$7,319.74	
Federal Sources	\$10,909.00	\$56,500.00	
<u>Total Monthly Receipts</u>	<u>\$23,605.35</u>	<u>\$164,518.24</u>	<u>\$2,500.57</u>
Total Gross Receipts	\$153,214.10	\$761,706.71	\$15,168.64
<u>Total Disbursements</u>	<u>\$26,281.20</u>	<u>\$291,605.53</u>	<u>\$4,015.11</u>
<b>Ending Cash Balance</b>			
<b>September 30, 2012</b>	\$126,932.90	\$470,101.18	\$11,153.53

### Consent Agenda

Action #13026 Motion by C. Knutson, second D. Lutkemeier, to approve the following items on the Consent Agenda: 5a) September 17, 2012 Board of Directors minutes; 5b) Approval of October 2012 claims. All present voting in favor on the Consent Agenda, motion carried.

### October 2012 Accounts Payable

**GENERAL FUND:** APEX LEARNING;APEX COURSES;1,250.00;BLACK HILLS STATE UNIVERSITY;CAMSE INVOICE #1;23,732.00;CEDAR SHORE RESORT;SD COUNTS TRAVEL;52.00;CENTURY BUSINESS PRODUCTS, INC;COPIER MAINTENANCE CONTRACT;328.77;HAMLIN COUNTY FARMERS COOP;MAINTENANCE & GASOLINE;150.99;HYVEE, INC.;SUPPLIES;190.31;NESC IMPREST;REIMBURSE IMPREST;215.00;NESC PAYROLL CLEARING;OCTOBER 2012 PAYROLL CLEARING;20,730.51;OFFICE MAX - CONTRACT INC.;SUPPLIES;527.05;RAMADA INN;SDC LODGING;52.45;SCHOLASTIC;SD COUNTS SUPPLIES;110.91;VOYAGER FLEET SYSTEMS INC;MAINTENANCE & GASOLINE;520.68

### **FUND TOTAL: 47,860.67**

**SPECIAL EDUCATION FUND:** AMERICINN LODGE & SUITES;PSYCH TRAVEL;177.58;BEST WESTERN RAMKOTA HOTEL;ED SPEC & ADMIN TRAVEL;479.98;BIG STONE THERAPIES, INC.;CONTRACTED PT/SLP SRVS SEPT. 2012;9,838.07;BND TOWING;TOWING SERVICES;132.00;BRIAN'S GLASS AND DOOR, INC;MAIN DOOR REPAIR;66.64;BRUCE'S 66;GASOLINE;412.10;CARDMEMBER SERVICE;SUPPLIES;373.22;CASTLEWOOD SCHOOL DISTRICT;CB FACILITY USE FEE;623.66;CENTURY BUSINESS PRODUCTS, INC;COPIER MAINTENANCE CONTRACT;440.45;CHILSON, GINA ;MILEAGE TO STAFF;133.20;CHURCHILL,MANOLIS,FREEMAN,KLUDT,SHELTON;ED LAW ASSOC ANN MTG;135.00;COUNTY FAIR FOOD STORES;CB SUPPLIES;137.43;CRAIG BASS SANITARY SERVICE;GARBAGE SERVICE JULY-SEPT. 2012;120.00;DETERMAN, KELSEY ;MILEAGE TO STAFF;24.79;DON'S BODY SHOP;FLEET MAINTENANCE;85.00;DUBRO, ANGEL ;SDSLHA CONFERENCE MEALS;17.00;DUST TEX SERVICE, INC.;RUG RENTAL;29.52;ESTELLINE COMMUNITY OIL CO.;FLEET MAINTENANCE; 60.92;FLORENCE SCHOOL DISTRICT;CB FACILITY USE FEE;374.19;GRANT-DEUEL SCHOOL DISTRICT;CB FACILITY USE FEE;396.64;HAHLER AUTOMOTIVE;FLEET MAINTENANCE;897.38;HAMLIN COUNTY FARMERS COOP;MAINTENANCE & GASOLINE;4,795.93;HAMLIN COUNTY PUBLISHING;NOTICE OF SEALED BIDS;26.59;HAMLIN SCHOOL DISTRICT;CB FACILITY USE FEE;1,247.31;HARMEL, DEBRA ;MILEAGE TO STAFF;82.88;HAYTI LANES & LOUNGE;CB BOWLING;891.00;

HOVDES PHYSICAL THERAPY;CONTRACTED PT SERVICES;634.13;HR ONE STOP;GASOLINE;48.02;HYVEE, INC.;  
SUPPLIES;91.82;KIDS TALK;CONTRACTED SLP SRVS SEPT. 2012;1,187.00;LANDMARK, TERESA ;MILEAGE TO STAFF;  
30.34;MARSHALL CO. HEALTHCARE CENTER;CONTRACTED PT/OT SRVS SEPT. 2012;7,350.16;MCLEOD'S PRINTING  
SUPPLY;CHECKS;198.00;NCS PEARSON, INC.;PSYCH SUPPLIES;180.20;NESC IMPREST;REIMBURSE IMPREST;1,875.09;NESC  
PAYROLL CLEARING;OCTOBER 2012 PAYROLL CLEARING;248,135.32;NORTHEAST PHYSICAL THERAPY;CONTRACTED PT  
SRVS SEPT. 2012;1,381.05;NORTHLAND AUTO CENTER;FLEET MAINTENANCE;575.56;OFFICE MAX - CONTRACT INC.;  
SUPPLIES;585.35;PALO'S GARAGE;FLEET MAINTENANCE;137.85;PETERSON, ROBERTA ;BACKGROUND CHECK  
REIMBURSEMENT;43.25;QUALITY INN & SUITES;SPEECH TRAVEL;260.00;RON'S AUTO REPAIR;FLEET MAINTENANCE;  
810.06;S & S AUTO;FLEET MAINTENANCE;415.23;SANFORD WEBSTER MEDICAL CENTER;CONTRACTED OT SRVS SEPT.  
2012;7,518.04;SCHMIEDING GARAGE;MAINTENANCE & GASOLINE;250.85; SHOPKO;SUPPLIES; 147.93;SIOUX VALLEY  
COOP;GASOLINE;51.78;SUPER 8 SISSETON;ED SPEC TRAVEL;50.00;SUPER DUPER INC.;SPEECH SUPPLIES;112.88;TIME  
MANAGEMENT SYSTEMS;MONTHLY ACCESS FEE SEPT. 2012;108.95;TOWN OF HAYTI;WATER & SEWER SEPT 2012;  
35.50;TREND ENTERPRISES, INC;ADMIN SUPPLIES;23.44;US POSTMASTER;POSTAGE;50.00; VANDERSNICK, LUCY  
;MILEAGE TO STAFF;42.18;VOYAGER FLEET SYSTEMS INC;MAINTENANCE & GASOLINE;7,566.03; W.W. TIRE;FLEET  
MAINTENANCE;29.90;WENZ, MELODY ;MILEAGE TO STAFF;13.32;WILLIAM G. NEALE, CPA;FY 12 AUDIT SERVICES;  
7,500.00

**FUND TOTAL: 309,437.71**

**IMPREST EXPENDITURES:** HOLSCHER, BETSY ;BACKGROUND CHK & FINGERPRINTING REIMB.;68.25;KRUSE, JULIE  
;ITUNES CARD REIMBURSEMENT;25.00;LEARNING FOWARD;12-13 LEARNING FORWARD DUES SO;69.00;NCTM;12-13  
NCTM DUES RENEWAL SO;111.00;OLSEN, SHAWN M. ;SD COUNTS MEALS;35.00;REUER, CAROL ;KEY REIMBURSEMENT;  
31.61;SDASBO;SDASBO REGISTRATION MF;50.00;SDASP;SDASP DUES;70.00;SDSLHA;SDSLHA CONF. REG.;1,515.00;  
STERN, SUSAN ;GAS REIMBURSEMENT;43.93;US POSTMASTER;BOARD PACKET POSTAGE;51.30;WHIPKEY, SARAH ;GAS  
REIMBURSEMENT;20.00;

**IMPREST TOTAL: 2,090.09**

Old Business

Board of Advisor's Meeting

Director Aberle discussed the Board of Advisor's meeting that was held on Monday, October 3, 2012.

Director's Report

Director Aberle shared his monthly Director's report.

Assistant Director's Report

Assistant Director Frewing shared his monthly Assistant Director's report.

NESC Board Member In-Service

The NESC Board Member In-Service is scheduled for 7:00 PM-9:00 PM on Wednesday, November 14, 2012 in the Hy-Vee Club Room in Watertown, SD.

Participation of Non-Member School Districts in Special Olympics

*Action #13027* Motion by D. Lutkemeier, second by J. Tol, to approve the guidelines as presented for the participation of non-member school districts in Special Olympics. All present voting in favor, motion carried.

The guidelines were distributed to the board members and can also be reviewed by contacting the NESC Administrative Office.

### Job Application Form

*Action #13028* Motion by L. Mennenga, second by J. Tol, to approve the changes to the NESC Job Application Form. All present voting in favor, motion carried.

### New Business

#### 2012 South Dakota School Psychologist of the Year

Jill Lear, NESC School Psychologist, was the recipient of the 2012 South Dakota Association of School Psychologists School Psychologist of the Year Award. The Board of Directors conveyed congratulations to Jill for being selected as School Psychologist of the Year.

### Set Center Base Tuition Rates

The NESC By-Laws stipulate that on October 1st the Center Base tuition rates will be recalculated using the current number of placements in the program and any changes to the program expenditure budget. The proposed Center Base sliding scale tuition rates for the 2012-2013 school year were presented and reviewed.

*Action #13029* Motion by H. Boner, second by D. Lutkemeier, to approve the 2012-2013 Center Base Tuition Rates as follows:

1st Placement	\$42,310.94
2nd Placement	\$27,133.27
3rd Placement	\$19,773.37

All present voting in favor, motion carried.

### Approve Sealed Bids

*Action #13030* Motion by C. Knutson, second by L. Mennenga, to award the highest sealed bids to:

Sherwin Dekam	\$601.00	Item #0276	1999 Plymouth Breeze, White
Lucy Vandersnick	\$755.00	Item #0285	2000 Dodge Stratus, White
Steve Svarvari	\$775.00	Item #0270	2000 Dodge Stratus, Red
Tim Larson	\$780.00	Item# 0300	2001 Dodge Stratus, Blue

All present voting in favor, motion carried.

### OT Staffing

Director Aberle informed the board of the need of an additional Occupational Therapist at a 0.3 FTE level.

*Action #13031* Motion by C. Quale, second by D. Lutkemeier, to authorize Director Aberle to hire additional staff to fill the need for additional FTE. All present voting in favor, motion carried.

### Funding Formula

The Board of Advisors recommended to the Board of Directors to not change the current NESC Funding Formula. The Board of Directors will make a formal motion in November.

### Executive Session

*Action #13032* Motion by J. Tol, second by C. Quale, to enter into Executive Session at 7:52 P.M. for Personnel Matters. All present voting in favor, motion carried.

President Gresh declared the board out of Executive Session at 7:57 P.M.

Adjournment

*Action #13033* With there being no further business, motion by C. Knutson, second by J. Tol, to adjourn.  
All present voting in favor, motion carried.

The next NESC Board of Directors meeting will be held at the Hy-Vee Club Room in Watertown, SD on Monday, November 19, 2012 at 7:00 P.M.

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**Roger Gresh, President**

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**Jerry Aberle, Director**