

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, January 21, 2013

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, January 21, 2013 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 8:29 P.M.

Members present:

Martin Murphy, Arlington; Roger Gresh, Britton-Hecla; Harry Boner, Castlewood; Bob Steffen, Clark; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Donna Bumann, Elkton; Linda Mennenga, Estelline; Tracy Hlavacek, Florence; John Tol, Grant-Deuel; Joe Homola, Hamlin; David Fuller, Henry; Lana Sand, Rosholt; Gloria Koerlin, Sioux Valley; Sandy Hinze, Waubay; Dennis Thyen, Waverly; Kathy Meland, Webster; Paula Warkenthein, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Norman Koehlmoos, De Smet; Evelyn Blacksmith, Enemy Swim Day School; Greg Bich, Iroquois; Brian Nelson, Lake Preston; Corrie Quale, Summit

Others Attending:

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

NESC Staff Representatives: Carrie Niles; Gina Chilson; Jill Lear

NESC Administration: Jerry Aberle, Director; Matt Flett, Business Manager; Tim Frewing, Assistant Director

Call to Order

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

Agenda review, changes, and approval

Action #13048 Motion by D. Lutkemeier, second by D. Koenecke, to approve the agenda with the following additions: Item 5c) Approval contract for Heather Kovar-Speech Language Pathologist-175 days @\$41,800.00 effective 2013-2014 school year; Item 7h) Federal Programs Review; Item 7i) Florence Center Base Water Damage; 7j) Accept Resignation; 8d) Executive Session-Personnel. All present voting in favor, motion carried.

Introduction of Guests

NESC Staff Carrie Niles, Speech Language Pathologist; Gina Chilson, Speech Language Pathologist; and Jill Lear, School Psychologist were introduced as guests.

Financial Report

Action #13049 Motion by J. Tol second by L. Sand, to approve the financial report for the period ending December 31, 2012. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
Cash Balance December 1, 2012	\$133,465.09	\$591,250.42	\$10,230.62
<u>Receipts:</u>			
Local Sources	\$12,352.71	\$178,337.43	\$4,785.24
State Sources	\$1,250.00	\$6,145.40	
Federal Sources	\$5,887.00	\$142,103.00	
<u>Total Monthly Receipts</u>	<u>\$19,489.71</u>	<u>\$326,585.83</u>	<u>\$4,785.24</u>
Total Gross Receipts	\$152,954.80	\$917,836.25	\$15,015.86
Less Salaries	\$16,288.07	\$198,760.75	
Less Disbursements	\$6,417.07	\$104,700.92	\$4,440.79
<u>Total Salaries & Disbursements</u>	<u>\$22,705.14</u>	<u>\$303,461.67</u>	<u>\$4,440.79</u>
Ending Cash Balance December 31, 2012	\$130,249.66	\$614,374.58	\$10,575.07

Consent Agenda

Action #13050 Motion by K. Meland second by C. Knutson, to approve the following items on the Consent Agenda: 5a) December 17, 2012 Board of Directors minutes; 5b) Approval of January 2013 claims; 5c) Approve Contract for Heather Kovar-Speech Lanuage Pathologist-175 days @\$41,800.00 effective 2013-2014 school year. All present voting in favor on the Consent Agenda, motion carried.

January 2013 Accounts Payable

GENERAL FUND: AMERICINN MOTEL & SUITES;SD COUNTS TRAVEL;50.00;CARDMEMBER SERVICE; SUPPLIES;573.00;CENTURY BUSINESS PRODUCTS, INC;COPIER MAINTENANCE CONTRACT; 93.01;HAMLIN COUNTY FARMERS COOP;FLEET MAINT & GASOLINE;165.04;ITC TELECOM; TELEPHONE; 1.73;NESC PAYROLL CLEARING;JANUARY 2013 PAYROLL;21,827.05;NESC SPECIAL REVENUE PROJECTS; SDC & ED SPEC SPECIAL PROJECTS;2,237.92;PROFESSIONAL SECURITY;D&A POOL TESTING; 872.00; VERIZON WIRELESS;CELL PHONE;50.28;VOYAGER FLEET SYSTEMS INC;FLEET MAINT & GASOLINE; 550.02

FUND TOTAL: 26,420.05

SPECIAL EDUCATION FUND: ALLEGRA PRINT & IMAGING;PARENTS RIGHTS BOOKLETS;328.59;AMERICAN PROFESSIONAL AGENCY;PROFESSIONAL LIABILITY INSURANCE; 256.00;AMERICINN;ED SPEC TRAVEL;100.00;BAYMONT INN;ED SPEC TRAVEL;100.00;BIG STONE THERAPIES, INC.;CONTRACTED PT SRVS DEC. 2012;5,217.33;BORGMAN, MARY ;ED SPEC MEALS ;43.00;BRIAN'S GLASS AND DOOR, INC; AUTOMATIC DOOR REPAIR;367.75;BRITTON-HECLA SCHOOL DISTRICT;MILEAGE & PART B & C PAYMENT; 5,698.52;CARDMEMBER SERVICE; SUPPLIES; 847.49; CASTLEWOOD SCHOOL DISTRICT;CB FACILITY USE FEE;623.66;CENTURY BUSINESS PRODUCTS, INC;COPIER MAINTENANCE CONTRACT; 357.18;CHILSON, GINA ;MILEAGE TO STAFF;94.35;CLARK COMMUNITY OIL;FLEET MAINTENANCE; 46.66;CLARK SCHOOL DISTRICT;PART C PAYMENT; 1,153.57;COUNTY FAIR FOOD STORES;CB SUPPLIES; 432.76;CRAIG BASS SANITARY SERVICE;GARBAGE SERVICES;120.00;D&L TOWING;TOWING SERVICES; 96.00;DAKTECH, INC.;TECH SUPPLIES; 1,279.00; DELYLE'S SOUTH 81 SERVICE, INC.;FLEET

MAINTENANCE;289.62;DESMET SCHOOL DISTRICT;PART C PAYMENT; 1,289.21;DEUBROOK SCHOOL DISTRICT;PART C PAYMENT; 150.22; DEUEL SCHOOL DISTRICT; PART B & C PAYMENT;319.13;DON'S BODY SHOP;FLEET MAINTENANCE; 104.63;DUBRO, ANGEL ;MILEAGE TO STAFF;48.47;DUST TEX SERVICE, INC.;RUG RENTAL;39.11;ELKTON SCHOOL DISTRICT;PART B PAYMENT;1,244.85;ESTELLINE COMMUNITY OIL CO.;FLEET MAINTENANCE; 42.96;ESTELLINE SCHOOL DISTRICT;PART B & C PAYMENT; 425.46; FLORENCE SCHOOL DISTRICT;CB FACILITY USE FEE & PART C PAYMENT;674.40; GRANT-DEUEL SCHOOL DISTRICT;CB FACILITY USE FEE & PART B PAYMENT;871.05; HAMLIN COUNTY FARMERS COOP;FLEET MAINT & GASOLINE; 1,453.08; HAMLIN SCHOOL DISTRICT;CB FACILITY USE FEE & PART B & C PAYMENT;4,648.29;HARMEL, DEBRA ;MILEAGE TO STAFF;113.22; HOVDEN PHYSICAL THERAPY; CONTRACTED PT SRVS DEC. 2012;408.60;ITC TELECOM; TELEPHONE; 505.58;LAKE PRESTON SCHOOL DISTRICT;PART B PAYMENT;552.71;LUX, LOIS ;MILEAGE TO STAFF;36.26; MARIETTA AUTO SERVICE; FLEET MAINTENANCE;40.20;MARSHALL CO. HEALTHCARE CENTER; CONTRACTED OT/PT SRVS DEC. 2012;4,819.12;NCS PEARSON, INC.;PT/OT SUPPLIES; 556.50;NESC IMPREST;REIMBURSE IMPREST;253.50; NESC PAYROLL CLEARING;JANUARY 2013 PAYROLL; 243,483.48; NESC SPECIAL REVENUE PROJECTS;SDC & ED SPEC SPECIAL PROJECTS; 3,293.96;NORTHEAST PHYSICAL THERAPY;CONTRACTED PT SRVS DEC. 2012;1,200.65;NORTHLAND AUTO CENTER;FLEET MAINTENANCE; 81.55;OFFICE MAX - CONTRACT INC.;SUPPLIES; 190.31;OFFICE PEEPS, INC.;O&M SUPPLIES; 25.30;OTTER TAIL POWER CO.;ELECTRICITY;485.51;PAGE TECHNOLOGY;WEBSITE MAINTENANCE;312.50;PALO'S GARAGE; FLEET MAINTENANCE;528.31;PEDERSEN, SHANE ;SNOW REMOVAL;175.00;PUBLIC OPINION; PUBLISH PROCEEDINGS; 292.59;SANFORD WEBSTER MEDICAL CENTER;CONTRACTED OT SRVS DEC. 2012;7,509.52;SASD;LEGISLATIVE DAY WRKSHR REGISTRATION; 60.00;SCHMIEDING GARAGE;FLEET MAINT & GASOLINE;235.00;SD SCHOOL FOR THE DEAF;WORKSHOP REGISTRATION;20.00;SHIRLEY, LINDA ;ED SPEC MEALS;168.00;SHOPKO;CB SUPPLIES;24.35;SIOUX VALLEY COOP; GASOLINE;87.92;SIOUX VALLEY SCHOOL DISTRICT;PART B & C PAYMENT;1,584.72; SOFTWARE UNLIMITED;END OF YEAR WRKSHR REGISTRATION;100.00;SOUTH DAKOTA STATE TREASURER;SALES TAX;10.23;SPRANG, CHANTEL ;GAS REIMBURSEMENT;45.76;SUMMIT SCHOOL DISTRICT;PART C PAYMENT;1,687.95;SUPER 8 MOTEL;ED SPEC TRAVEL; 50.00;TIME MANAGEMENT SYSTEMS, INC;MONTHLY ACCESS FEE DEC. 2012;93.80;TOWN OF HAYTI;WATER & SEWER DEC. 2012;35.50;US POSTMASTER;POSTAGE;85.00;VANDERSNICK, LUCY ;MILEAGE TO STAFF;26.64;VERIZON WIRELESS;CELL PHONE;193.73;VOYAGER FLEET SYSTEMS INC;FLEET MAINT & GASOLINE;6,450.99;W.W. TIRE;FLEET MAINTENANCE; 338.74;WAUBAY SCHOOL DISTRICT;PART B PAYMENT;3,085.41;WEBSTER SCHOOL DISTRICT;PART C PAYMENT; 1,473.45;WIESE, RITA ;MILEAGE TO STAFF;29.60;WILMOT SCHOOL DISTRICT;PART B PAYMENT;2,749.83

FUND TOTAL: 312,263.33

IMPREST EXPENDITURES

AVERA MCKENNAN SCHOOL OF EMS;CPR INSTRUCTOR REGISTRATION;75.00;BOYD, BRENDA ;ED SPEC MEALS;38.00;OLSEN, KELLY ;SNOW REMOVAL;100.00;US POSTMASTER;BOARD PACKET POSTAGE;40.50

IMPREST TOTAL: 253.50

Old Business

Board of Advisor's Meeting

Director Aberle discussed the Board of Advisor's meeting that was held on Wednesday, January 9, 2013.

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.

New Business

iPad Presentation

NESC Speech Language Pathologists (SLPs) Carrie Niles and Gina Chilson presented on ways SLPs utilize iPads in providing services to students on IEPs.

NESC Building Maintenance

Director Aberle shared with the board the maintenance needs of the NESC Administrative Office Building. A request was made and granted to hire a maintenance employee for approximately 10-15 hours a month to perform miscellaneous duties around the office building.

Center Base Locations 2013-2014

Center Base locations for 2013-2014 were reviewed.

Certificate of Deposit Renewal

Action #13051 Motion by L. Sand, second by L. Mennenga, to renew the Certificate of Deposit with Reliabank for an amount of \$75,000 at an interest rate of 1.10%. All present voting in favor, motion carried.

Reading Recovery 2013-2014

Reading Recovery for 2013-2014 was reviewed.

Federal Programs Review

Business Manager Flett informed the board NESC was randomly selected by the SD Department of Education to undergo a Federal Programs Review. Business Manager Flett will update the board once it has been completed.

Florence Center Base Water Damage

The board was informed the Center Base classroom in Florence sustained water damage because of a leak in the roof over the classroom. NESC Administration is working with their insurance company for the loss of property within the classroom.

Executive Session

Action #13052 Motion by J. Tol, second by H. Boner, to enter Executive Session at 7:54 P.M. for Director and Business Manager evaluations. All present voting in favor, motion carried.

President Gresh declared the Board out of Executive Session at 8:14 P.M.

Offer Contract

Action #13053 Motion by B. Steffen, second by L. Sand, to offer contract to Director Aberle for 2013-2014 with terms to be determined at a later date. All present voting in favor, motion carried.

Offer Contract

Action #13054 Motion by L. Mennenga, second by D. Koenecke, to offer contract to Business Manager Flett for 2013-2014 with terms to be determined at a later date. All present voting in favor, motion carried.

Executive Session

Action #13055 Motion by C. Knutson, second by H. Boner, to enter Executive Session at 8:15 P.M. for Personnel. All present voting in favor, motion carried.

President Gresh declared the board out of Executive Session at 8:25 P.M.

Accept Resignation

Action #13056 Motion by D. Lutkemeier, second by K. Meland, to accept the resignation of Robyn Svensden, Occupational Therapist. The board also agreed to invoke the \$2,000 compensatory damages clause and to deny the request for additional compensation. All present voting in favor, motion carried.

Executive Session

Action #13057 Motion by L. Mennegna, second by B. Steffen, to enter Executive Session at 8:26 P.M. for 2013-2014 Negotiations. All present voting in favor, motion carried.

President Gresh declared the board out of Executive Session at 8:28 P.M.

2013-2014 Negotiations

Action #13058 Motion by L. Sand, second by H. Boner, to hire School Attorney Rodney Freeman to represent the board for 2013-2014 Negotiations. President Gresh also appointed C. Knutson and D. Koenecke to be present at negotiations with L. Sand being an alternate. All present voting in favor, motion carried.

Adjournment

Action #13059 With there being no further business, motion by D. Koenecke, second by D. Lutkemeier 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, February 18, 2013 at 7:00 P.M.

Roger Gresh, President

Matthew Flett, Business Manager