

Northeast Educational Services Cooperative

Board of Directors Meeting

Tuesday, March 19, 2013

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Tuesday, March 19, 2013 at Lake Area Technical Institute (LATI) Room 433 in Watertown, SD. The meeting was called to order by President Gresh at 7:06 P.M. and adjourned at 7:42 P.M.

Members present:

Roger Gresh, Britton-Hecla; Harry Boner, Castlewood; Bob Steffen, Clark; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Donna Bumann, Elkton; Linda Mennenga, Estelline; David Fuller, Henry; John Tol, Grant-Deuel; Joe Homola, Hamlin; Gloria Koerlin, Sioux Valley; Sandy Hinze, Waubay; Jeff Bucholz, Waverly; Kathy Meland, Webster; Denise Lutkemeier, Wilmot

Absent:

Martin Murphy, Arlington; Evelyn Blacksmith, Enemy Swim Day School; Tracy Hlavacek, Florence; Greg Bich, Iroquois; Brian Nelson, Lake Preston; Lana Sand, Rosholt; Corrie Quale, Summit; Paula Warkenthein, Willow Lake

Others Attending:

NESC Advisory Board Representatives: Mark Sampson, Iroquois Superintendent; Jim Block, Webster Superintendent

NESC Staff Representatives: Robin Schwandt; Kari Nolte

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

Call to Order

President Gresh called the meeting to order at 7:06 P.M.

Agenda review, changes, and approval

Action #13070 Motion by C. Knutson, second by L. Mennenga, to approve the agenda with the following additions: Item 6d) Federal Programs Review and remove Item 5d) Approval of contract for Chelsie Gustafson. All present voting in favor, motion carried.

Introduction of Guests

Robin Schwandt, School Psychologist and Kari Nolte, Reading Recovery Teacher Leader were introduced as guests.

Financial Report

Action #13071 Motion by D. Lutkemeier, second by J. Tol, to approve the financial report for the period ending February 28, 2013. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
Cash Balance			
February 1, 2013	\$135,559.24	\$640,082.50	\$9,642.69
<u>Receipts:</u>			
Local Sources	\$9,892.13	\$174,215.88	\$2,098.85
State Sources	\$0.00	\$37,473.84	
Federal Sources	\$8,299.00	\$132,378.00	
<u>Total Monthly Receipts</u>	<u>\$18,191.13</u>	<u>\$344,067.72</u>	<u>\$2,098.85</u>
Total Gross Receipts	\$153,750.37	\$984,150.22	\$11,741.54
Journal Entry	-\$1,070.27	\$1,070.27	
Less Salaries	\$17,251.73	\$199,536.18	
Less Disbursements	\$10,943.13	\$78,541.36	\$3,195.18
<u>Total Salaries & Disbursements</u>	<u>\$28,194.86</u>	<u>\$278,077.54</u>	<u>\$3,195.18</u>
Ending Cash Balance			
February 28, 2013	\$124,485.24	\$707,142.95	\$8,546.36

Consent Agenda

Action #13072 Motion by J. Tol, second by K. Meland, to approve the following items on the Consent Agenda: 5a) February 18, 2013 Board of Directors minutes; 5b) Approval of March 2013 claims; 5c) Approve Contract Amendment-Nella Thompson-Speech Language Pathologist @\$309.14 per day to cover a long term leave. All present voting in favor on the Consent Agenda, motion carried.

March 2013 Accounts Payable

GENERAL FUND: APEX LEARNING;APEX COURSES;125.00;BMO MASTERCARD;TRAVEL, REG, PURCHASED SERVICES, SPLYS;320.86;CDW GOVERNMENT INC.;SUPPLIES;77.30;CENTURY BUSINESS PRODUCTS, INC;COPIER MAINT. CONTRACT; 165.50;COMMUNIQUE CONFERENCING;ADOBE CONNECT LICENSE FEE;1,061.39;ESTELLINE COMMUNITY OIL CO.;FLEET MAINT & GASOLINE;12.10;HAMLIN COUNTY FARMERS COOP;FLEET MAINT & GASOLINE;136.75;NESC IMPREST;REIMBURSE IMPREST;108.00;NESC PAYROLL CLEARING;MARCH 2013 PAYROLL;21,827.06;PROFESSIONAL SECURITY;D&A POOL TESTING; 1,016.00;STEVE'S TIRE & SERVICE;GASOLINE;48.80;VOYAGER FLEET SYSTEMS INC;FLEET MAINT & GASOLINE; 214.61

FUND TOTAL: 25,113.37

SPECIAL EDUCATION FUND: AL'S BODY SHOP;FLEET MAINTENANCE;80.00;BMO MASTERCARD;TRAVEL, REG, PURCHASED SERVICES, SPLYS;25,907.63;BRITTON-HECLA SCHOOL DISTRICT;MILEAGE TO DISTRICT;205.35;CASTLEWOOD SCHOOL DISTRICT;CB FACILITY USE FEE;623.66;CENTURY BUSINESS PRODUCTS, INC;COPIER MAINT. CONTRACT;323.43;CLARK COMMUNITY OIL;FLEET MAINTENANCE;36.04;COMFORT INN;ED SPEC TRAVEL;50.00;DELYLE'S SOUTH 81 SERVICE, INC.;FLEET MAINTENANCE;75.02;ERTELT, KIMBERELY ;MILEAGE TO STAFF;151.33;ESTELLINE COMMUNITY OIL CO.;FLEET MAINT & GASOLINE;148.74;FLORENCE SCHOOL DISTRICT;CB FACILITY USE FEE;374.19;FRITZ CHEVROLET, INC;FLEET MAINTENANCE;212.60;GRANT-DEUEL SCHOOL DISTRICT;CB FACILITY USE FEE;396.64;HAHLER AUTOMOTIVE;FLEET MAINTENANCE;120.35;HAMLIN COUNTY FARMERS COOP;FLEET MAINT & GASOLINE;2,842.86;HAMLIN COUNTY PUBLISHING;ADVERTISING;15.00;HAMLIN SCHOOL DISTRICT;CB FACILITY USE FEE;1,122.58;HARTWIG HEATING;

THERMOSTAT REPAIR;183.00;HOVDES PHYSICAL THERAPY;CONTRACTED PT SRVS FEB. 2013;874.18;KRUSE, JULIE ;MILEAGE TO STAFF;8.14; LEISCHNER, LAUREN ;TAXI REIMBURSEMENT;43.30;LUKE'S TOWING SERVICE;FLEET MAINTENANCE; 102.00;MEYER, MARIA ;LODGING REIMBURSEMENT;54.25;NESC IMPREST;REIMBURSE IMPREST; 1,017.20;NESC PAYROLL CLEARING;MARCH 2013 PAYROLL;241,149.67;NILES, CARRIE ;MILEAGE TO STAFF; 35.15; NORTHEAST PHYSICAL THERAPY;CONTRACTED PT SVRCS FEB. 201;1,757.70;NORTHLAND AUTO CENTER;FLEET MAINTENANCE;295.25;OFFICE MAX - CONTRACT INC.;SUPPLIES;17.10;OLSON, JOAN ;GAS REIMBURSEMENT;20.00;OTTER TAIL POWER CO.; UTILITIES; 368.03; PALO'S GARAGE;FLEET MAINTENANCE;80.30;PEDERSEN, SHANE ;SNOW REMOVAL; 245.00;S & S AUTO;FLEET MAINTENANCE;333.35;SCHMIEDING GARAGE;GASOLINE;235.50;SHIRLEY, LINDA ;MILEAGE TO STAFF & LODGING REIMBURSE;289.92;THOMPSON, NELLA ;REGISTRATION REIMBURSEMENT;198.00;TOWN OF HAYTI;WATER & SEWER FEB. 2013;35.50;VANDERSNICK, LUCY ;ADVANCE STUDY REIMBURSEMENT;115.00;VOYAGER FLEET SYSTEMS INC;FLEET MAINT & GASOLINE;6,584.26;W.W. TIRE;FLEET MAINTENANCE;331.75;WIESE, RITA ;MILEAGE TO STAFF;29.60

FUND TOTAL: 287,088.57

IMPREST EXPENDITURES: HARMEL, DEBRA ;SUPPLY REIMBURSEMENT;14.18; LEISCHNER, LAUREN ;NATIONAL PSYCH CONF MEALS;160.00;MEYER, MARIA ;NATIONAL PSYCH CONF MEALS; 160.00;OLSEN, KELLY ;SNOW REMOVAL;300.00;OLSEN, SHAWN ;MEALS;30.00; BOYD;BRENDA; 38.00; REINHILLER, LISA ;ESA MEALS;78.00;SHIRLEY, LINDA ;ED SPEC MEALS;345.02

IMPREST TOTAL: 1,125.20

Old Business

Board of Advisor's Meeting

Director Aberle discussed the Board of Advisor's meeting that was held on Wednesday, March 6, 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.

Federal Programs Review

Business Manager Flett informed the board NESC has completed a Federal Programs Review by the Dept. of Education for the following grants: Title IIB, IDEA Part B 611, and IDEA Part B 619. The results of the review found NESC is in compliance with all the rules and regulations of the programs and there were no findings.

New Business

Center Base Locations for 2013-2014

Action #13073 Motion by B. Steffen, second by D. Lutkemeier, to have the Center Base locations remain at Castlewood, Florence, Grant-Deuel, and Hamlin for the 2013-2014 school year.

Executive Session

Action #13074 Motion by C. Knutson, second by H. Boner, to enter into Executive Session at 7:27 P.M. for Personnel Matters. All present voting in favor, motion carried.

President Gresh declared the board out of Executive Session at 7:39 P.M.

Action #13075 Motion by C. Knutson, second by N. Koehlmoos, to reduce the position for Kari Nolte, Reading Recovery Teacher Leader, from 1.0 FTE to 0.6 FTE due to a reduction in staff. All present voting in favor, motion carried.

Action #13076 Motion by L. Mennenga, second by D. Koenecke, to not renew the contract for Kim Hill, ESA 1, due to a reduction in staff. All present voting in favor, motion carried.

Action #13077 Motion by D. Bumann, second by D. Lutkemeier, to not renew the contract for Lisa Reinhiller, ESA 1, due to a reduction in staff. All present voting in favor, motion carried.

Action #13078 Motion by B. Steffen, second by D. Fuller, to not renew the contract for Shawn Olsen, ESA 1, due to a reduction in staff. All present voting in favor, motion carried.

Adjournment

Action #13079 With there being no further business, motion by N. Koehlmoos, second by D. Koenecke, 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, April 22, 2013 at 7:00 P.M.

Roger Gresh, President

Matthew Flett, Business Manager