

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, December 16, 2013

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, December 16 at the Hy-Vee Club Room in Watertown, SD. The meeting was called to order by President Gresh at 6:59 P.M. and adjourned at 7:48 P.M.

Members present:

Martin Murphy, Arlington; Roger Gresh, Britton-Hecla; Harry Boner, Castlewood; Bob Steffen, Clark; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Donna Bumann, Elkton; Lois Kampeska, Enemy Swim Day School; Ron Gorder, Estelline; Joe Homola, Hamlin; Dave Fuller, Henry; Joyce Carlson, Lake Preston; Sandy Hinze, Waubay; Jeff Buchholz, Waverly/South Shore; Caryl Schmidt, Willow Lake; Denise Lutkemeier, Wilmot.

Absent:

Tracy Hlavack, Florence; John Tol, Grant-Deuel; Greg Bich, Iroquois; Hailey Peterson, Rosholt; Gloria Koerlin, Sioux Valley; Corrie Quale, Summit; Jamie Reetz, Webster;.

Others Attending:

NESC Staff Representatives: No NESC Staff was present.

Member District Superintendents: Kevin Keenaghan, Deubrook

NESC Administration: Jerry Aberle, Director; Tim Frewing, Assistant Director; Brice Christensen, Business Manager

Call to Order

President Gresh called the meeting to order at 6:59 P.M.

Agenda review, changes, and approval

Action #14035 Motion by D. Lutkemeier, second by C. Knutson, to approve the agenda with the following addition: 7g, move meeting location. All present voting in favor, motion carried.

Introduction of Guests

Kevin Keenaghan, Deubrook Superintendent, was introduced as a guest.

Financial Report

Action #14036 Motion by B. Steffen, second by D. Koenecke, to approve the financial report for the period ending November 30, 2013. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
Cash Balance			
November 1, 2013	\$106,967.94	\$590,296.43	\$12,016.67
<u>Receipts:</u>			
Local Sources	\$11,008.66	\$235,886.17	\$1.12
State Sources	\$500.00	\$27,270.11	
Federal Sources	\$6,775.00	\$140,421.00	
Other	\$13,370.20	\$2,989.94	\$1,783.42
<u>Total Monthly Receipts</u>	<u>\$31,653.86</u>	<u>\$406,567.22</u>	<u>\$1,784.54</u>
Total Gross Receipts	\$138,296.52	\$996,863.65	\$13,801.21
Less Salaries	\$15,821.22	\$252,672.76	
Less Disbursements	\$2,762.94	\$50,156.92	\$1,662.10
<u>Total Salaries & Disbursements</u>	<u>\$18,584.16</u>	<u>\$302,829.68</u>	<u>\$1,662.10</u>
Ending Cash Balance			
November 30, 2013	\$120,037.64	\$694,033.97	\$12,139.11

Consent Agenda

Action #14037 Motion by C. Schmidt, second by R. Gorder, to approve the following items on the Consent Agenda: 5a) Approval of November 18, 2013 Board of Directors minutes; 5b) Approval of payment of December 2013 claims; 5c) Approval of contract-Stephanie Olson, Hamlin Center Base Paraprofessional--\$12.24 per hour; 5d) Approval of contract-Kerri Yexley, Hamlin Center Base Paraprofessional/Transporter--\$12.24 per hour. All present voting in favor, motion carried.

December 2013 Accounts Payable

GENERAL FUND: BLACK HILLS STATE UNIVERSITY CAMSE INV#1 2013-2014 20,843.60,BMO MASTERCARD PURCH SRVCS, TRAVEL, SPLYS,MAINT 1,042.18,HAMLIN COUNTY FARMERS COOP FLEET MAINT & GASOLINE 17.93,NESC PAYROLL CLEARING NESC PAYROLL CLEARING 15,821.22,NOLTE, KARI MILEAGE TO STAFF 133.94,PROFESSIONAL SECURITY D&A POOL TESTING 2,088.50,VOYAGER FLEET,SYSTEMS INC FLEET MAINT & GASOLINE 129.17

FUND TOTAL: \$40,076.54

SPECIAL EDUCATION FUND BIG STONE THERAPIES, INC. CONTRACTED PT SRV NOV 2013 6,424.76 BMO MASTERCARD PURCH SRVCS, TRAVEL, SPLYS,MAINT 23,836.24,BRITTON-HECLA SCHOOL DISTRICT MILEAGE TO SCHOOL 19.24,BRUCE'S 66 GASOLINE 158.03,CASTLEWOOD SCHOOL DISTRICT CB FACILITY USE FEE 513.96,CHILSON, GINA MILEAGE TO STAFF 111.37,CHRISTENSEN, BRICE MILEAGE TO STAFF 108.04,DELYLE'S SOUTH 81 SERVICE, INC. FLEET MAINT 3,966.04,DUST TEX SERVICE, INC. RUG RENTAL 39.86,ESTELLINE COMMUNITY OIL CO. FLEET MAINT 30.44,FLORENCE SCHOOL DISTRICT CB FACILITY USE FEE 385.47,FREWING, TIMOTHY ED SPEC TRAVEL 182.00,GRANT-DEUEL SCHOOL DISTRICT CB FACILITY USE FEE 408.60,HAHLER AUTOMOTIVE FLEET MAINT 37.60,HAMLIN COUNTY FARMERS COOP FLEET MAINT & GASOLINE 1,721.10,HAMLIN SCHOOL DISTRICT CB FACILITY USE FEE & BUSRENTAL

899.43,HARMEL, DEBRA MILEAGE TO STAFF 88.43,HOVDES PHYSICAL THERAPY CONTRACTED PT SRV NOV 2013 317.51,JAYMAR BUSINESS FORMS, INC. TAX FORMS 140.98,KRUSE, JULIE MILEAGE TO STAFF 53.28,LANDMARK, TERESA MILEAGE PAID TO STAFF 17.39,MEYER, MARIA MILEAGE TO STAFF 128.39,NESC IMPREST REIMBURSE IMPREST 306.68,NESC PAYROLL CLEARING NESC PAYROLL CLEARING 239,150.77,NORTHEAST PHYSICAL THERAPY CONTRACTED PT SRVS NOV 2013 1,867.70 Northeast Educational Services Cooperative Page: 1,NORTHLAND AUTO CENTER FLEET MAINT 57.22,OTTER TAIL POWER CO. ELECTRICITY NOV 2013 361.95,PALMLUND AUTOMOTIVE FLEET MAINT 33.37,PALO'S GARAGE FLEET MAINT 349.33,RIDER, DIANNE TRAINING SERVICES 40.00,SHIRLEY, LINDA ED SPEC TRAVEL AND MILEAGE 373.10,TIME MANAGEMENT SYSTEMS TIME MGMT SYSTEMS 94.60,TOWN OF HAYTI WATER & SEWER NOV 2013 35.50 PARENT MILEAGE TO PARENT 106.19,TWIN VALLEY TIRE, INC. FLEET MAINT 180.66,VANDERSNICK, LUCY MILEAGE TO STAFF 33.30,VOYAGER FLEET SYSTEMS INC FLEET MAINT & GASOLINE 6,872.24,W.W. TIRE FLEET MAINT 1,741.96,WEBSTER TIRE FLEET MAINT 166.00,WENZ, MELODY MILEAGE TO STAFF 4.44 WIESNER, JAMIE MILEAGE TO STAFF 108.04
FUND TOTAL: \$291,471.21

Old Business

There was no old business.

New Business

Accept resignation-Sue Stern, Speech Language Pathologist

Action #14038 Motion by H. Boner, second by B. Steffen to accept the resignation of Sue Stern, speech language pathologist, and to thank Sue for her years of service to NESC. All present voting in favor, motion carried.

Approve FY 13 Audit Report

Action #14039 Motion by C. Knutson, second by D. Lutkemeier to approve the FY 13 audit report. All present voting in favor, motion carried.

Business Manager Evaluation

Evaluations were handed out to each board member to complete and send to D. Lutkemeier to be compiled.

Director Evaluation

Evaluations were handed out to each board member to complete and send to D. Lutkemeier to be compiled.

Board Meeting Cancellations

Director Aberle shared the process if a Board of Director's meeting is ever cancelled due to inclement weather. All members will be notified at approximately noon on the day of the meeting, with the meeting being rescheduled to the next day if possible.

Vehicle Purchase

Director Aberle gauged interest in purchasing a wheelchair accessible Chevy Entervan Low Floor.

Move Meeting Location

Action #14040 Motion by D. Lutkemeier, second by C. Schmidt to move the NESC board meetings to Lake Area Technical Institute starting for the March Board of Director's meeting. All present voting in favor, motion carried.

Executive Session

There was no executive session.

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Aberle gave his monthly report.

ASBSD Lan Member Training

D. Lutkemeier shared that the ASBSD Legislative Action Network member training is scheduled for January 11 in Brookings at the Swiftel Center. Sessions are scheduled from 10 a.m. to 2 p.m.

Adjournment

Action #14041 With there being no further business, motion by B. Steffen, second by H. Boner, 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, January 20, 2013 at 7:00 P.M.

Roger Gresh, President

Brice Christensen, Business Manager