

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, February 17, 2014

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, February 17 at the Hyvee club room in Watertown, SD. The meeting was called to order by President Gresh at 7:00 P.M. and adjourned at 8:17 P.M.

Members present:

Roger Gresh, Britton-Hecla; Harry Boner, Castlewood; Bob Steffen, Clark; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Lois Kampeska, Enemy Swim Day School; Ron Gorder, Estelline; Tracy Hlavack, Florence; John Tol, Grant-Deuel; Joe Homola, Hamlin; Dave Fuller, Henry; Joyce Carlson, Lake Preston; Gloria Koerlin, Sioux Valley; Sandy Hinze, Waubay; Brad Howell, Waverly/South Shore; Jamie Reetz, Webster

Absent:

Martin Murphy, Arlington; Debbe Koenecke, Deuel; Donna Bumann, Elkton; Greg Bich, Iroquois; Hailey Peterson, Rosholt; Corrie Quale, Summit; Caryl Schmidt, Willow Lake; Denise Lutkemeier, Wilmot

Others Attending:

NESC Staff Representatives: Deb Harmel, Center Base Teacher; Jody Jongeling, School Psychologist; Carrie Niles, Speech Therapist

Member District Superintendents: Kevin Keenaghan, Deubrook; Jim Block, Webster

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

Call to Order

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

Agenda review, changes, and approval

Action #14052 Motion by C. Knutson, second by H. Boner, to approve the agenda. All present voting in favor, motion carried.

Introduction of Guests

Deb Harmel, Center Base Teacher; Jody Jongeling, School Psychologist; Carrie Niles, Speech Therapist, were introduced as guests.

Financial Report

Action #14053 Motion by J. Tol, second by H. Boner, to approve the financial report for the period ending January 2014. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
Cash Balance			
January 1, 2014	\$93,068.58	\$725,138.68	\$10,896.91
<u>Receipts:</u>			
Local Sources	\$12,745.99	\$167,437.00	\$1.53
State Sources	\$14,000.00	\$39,363.20	
Federal Sources	\$27,909.08	\$131,066.92	
Other	\$125.00	\$188.04	\$1980.41
<u>Total Monthly Receipts</u>	<u>\$54,780.07</u>	<u>\$338,055.40</u>	<u>\$1,981.94</u>
Total Gross Receipts	\$147,848.65	\$1,063,194.08	\$12,878.85
Less Salaries	\$15,821.23	\$233,305.21	
Less Disbursements	\$4,376.41	\$60,487.83	\$1,102.42
<u>Total Salaries & Disbursements</u>	<u>\$20,197.64</u>	<u>\$293,793.04</u>	<u>\$1,102.42</u>
Ending Cash Balance			
January 31, 2014	\$127,651.01	\$769,401.04	\$11,776.43

Consent Agenda

Action #14054 Motion by B. Steffen, second by J. Tol, to approve the following items on the Consent Agenda: 5a) Approval of January 21, 2014 Board of Directors minutes; 5b) Approval of payment of February 2014 claims. All present voting in favor, motion carried.

January 2014 Accounts Payable

GENERAL FUND: BMO MASTERCARD PURCH SVCS, SPLYS, TRAVEL,PHONE 461.30;CENTURY BUSINESS PRODUCTS, INC COPIER MAINT. CONTRACT 83.11;HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 23.78;NESC IMPREST REIMBURSE IMPREST 8.42;NESC PAYROLL CLEARING FEBRUARY 2014 PAYROLL 15,821.23;NOLTE, KARI READ REC TRAVEL 35.00;PROFESSIONAL SECURITY D&A POOL TESTING 1,232.00 REINHILLER, LISA ESA TRAVEL 95.00;VOYAGER FLEET SYSTEMS INC MAINT & GASOLINE 25.11

FUND TOTAL: \$17,784.95

SPECIAL EDUCATION FUND AAA PURE WATER FILTER CHANGE 84.50;ARLINGTON SCHOOL DISTRICT PART C 419.18;BERNER'S DAKOTA CLUTCH & TRANSMISSION MAINT 949.70;BIG STONE THERAPIES, INC.;CONTRACTED PT SRV JAN 2014 5,754.45;BMO MASTERCARD PURCH SVCS, SPLYS, TRAVEL, PHONE;16,641.90;BND TOWING MAINT 172.25;BOYD, BRENDA ED SPEC TRAVEL 78.00;BRITTON-HECLA SCHOOL DISTRICT MILEAGE TO SCHOOL 150.22;BRUCE'S 66 GASOLINE 239.82;CASTLEWOOD SCHOOL DISTRICT PART C & CB FACILITY USE FEE 563.40;CENTER FOR DISABILITIES CONFERENCE REGISTRATION 560.00;CENTURY BUSINESS PRODUCTS, INC COPIER MAINT. CONTRACT 180.65;CHILSON, GINA MILEAGE TO STAFF 111.37;DELYLE'S SOUTH 81 SERVICE, INC. MAINT 1,341.40;DEUEL SCHOOL DISTRICT PART C PAYMENT 698.97;DMV SPECIAL LICENSE SECTION CAR LICENSE PLATE AND TITLE 14.00;DON'S BODY SHOP MAINT 162.00;DUST TEX SERVICE, INC. RUG RENTAL 39.86;ELKTON SCHOOL DISTRICT PARTB AND PART C PAYMENT 1,072.38;ERTELT, KIMBERELY OT TRAVEL 75.00;ESTELLINE COMMUNITY OIL CO.

MAINT 63.75;ESTELLINE SCHOOL DISTRICT PART B & PART C PAYMENT 1,188.97;FLORENCE SCHOOL DISTRICT PART C PAYMENT & CB FACILITY USE FEE 965.49;GRANT-DEUEL SCHOOL DISTRICT PART B PAYMENT & CB FACILITY USE FEE 991.11;HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 1,682.80;HAMLIN SCHOOL DISTRICT PART C PAYMENT & CB FACILITY USE FEE 1,724.95;HARMEL, DEBRA MILEAGE TO STAFF 88.06;HOLM, JANET ASHA DUES 225.00;HOVDEN PHYSICAL THERAPY CONTRACTED PT SRV JAN 2014 550.71;IROQUOIS SCHOOL DISTRICT PART B PAYMENT 41.15;JEFF'S VACUUM CENTER VACUUM REPAIR 34.29;LAKE PRESTON SCHOOL DISTRICT PART B & PART C PAYMENT 599.51;LUX, LOIS MILEAGE TO STAFF 35.52;MEYER, MARIA PSYCH SUPPLIES 47.69;NESC IMPREST REIMBURSE IMPREST 163.38;NESC PAYROLL CLEARING FEBRUARY 2014 PAYROLL 238,346.73;NORTHEAST PHYSICAL THERAPY CONTRACTED PT SRV JAN 2014 2,275.30;NORTHLAND AUTO CENTER MAINT 577.32;OTTER TAIL POWER CO. ELECTRICITY 554.88;PAGE TECHNOLOGY WEBSITE HOSTING ANNUAL FEE 150.00;PALMLUND AUTOMOTIVE MAINT 104.45;PALO'S GARAGE MAINT 317.22;PEDERSEN, SHANE SNOW REMOVAL DEC 2013 225.00;RAPID CITY AREA SCHOOL DISTRICT SPEECH SUPPLIES 35.00;S & S AUTO MAINT 517.92 SCHMIDT, ROCHELLE MILEAGE TO STAFF 40.70;SHIRLEY, LINDA MILEAGE TO STAFF 278.61;SIOUX VALLEY SCHOOL DISTRICT PART B PAYMENT 472.74;STARK, MICHELLE MILEAGE TO STAFF 37.37;STEVE'S TIRE & SERVICE MAINT 73.05;STOEL, AMY ASHA DUES 225.00;SUMMIT SCHOOL DISTRICT PART C PAYMENT 1,151.98;TIME MANAGEMENT SYSTEMS TIME MANAGEMENT 99.00;TOWN OF HAYTI WATER & SEWER JAN 2014 35.50;VANDERSNICK, LUCY MILEAGE TO STAFF 31.08;VOYAGER FLEET SYSTEMS INC MAINT & GASOLINE 4,261.62;W.W. TIRE MAINT 707.77;WEBSTER SCHOOL DISTRICT PART C PAYMENT 458.93 WENZ, MELODY MILEAGE TO STAFF 4.44;WIESNER, JAMIE MILEAGE TO STAFF 115.07;WILLOW LAKE SCHOOL DISTRICT PART B PAYMENT 2,160.33;WILMOT SCHOOL DISTRICT PART C PAYMENT 1,098.10
FUND TOTAL: \$292,066.54

Old Business

February 12, 2014 Advisory Board Minutes

Director Aberle went over the advisory board meeting minutes.

New Business

Reading Recovery 2014-2015

Director Aberle gave an update to the board of where the Reading Recovery program is headed for the 2014-2015 school year. Included in the update was other interest from schools in the cooperative and possible increases in satellite school rates.

Set ESY Rates

Action #14055 Motion by C. Knutson, second by B. Steffen to set the ESY pay rates for the 2014 summer. The rate for an NESC Paraprofessional will be their 2013-2014 hourly rate. The rate for Certified Staff will be based on their 2013-2014 salary; divided by number of day contract; divided by 8 hours per day to determine hourly rate. Other Non-Certified Staff will be paid at a rate of \$12.24 per hour. All present voting in favor, motion carried.

Hiring of PT

Director Aberle shared the idea of possibly eliminating some of our contracted providers of physical therapy, and using the saved expenses to hire an additional Physical Therapist. It was agreed to move forward with the idea.

Salary Discrepancy – 2012 ESY Work

Business Manager Christensen shared that through a recent update in the school accounting software, a discrepancy in salary with an NESC employee was discovered from August 2012.

Action #14055 Motion by J. Tol, second by R. Gorder, to pay the difference in salary in full. All present voting in favor, motion carried.

IRS Tax Withholding

Business Manager Christensen informed the board of a penalty concerning payroll tax withholding, and the status of payment and appeal.

Center Base Locations

Director Aberle discussed the current direction of the Center Base locations for the 2014-2015 school year. Because of a reduced number of students, it was recommended that 2 locations close, and possibly move a classroom to a new location. No action was taken.

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Aberle gave his monthly report.

Executive Session

Action #14056 Motion by C. Knutson, second by N. Koehlmoos, to enter into Executive Session at 7:59 P.M. for personnel. All present voting in favor, motion carried.

President Gresh declared the Board out of Executive Session at 8:16 P.M.

Action #14057 Motion by N. Koehlmoos, second by J. Reetz, to offer a contract with salary to be determined to Assistant Director Frewing for the 2014-2015 school year.

Adjournment

Action #14058 With there being no further business, motion by C. Knutson, second by H. Boner, to adjourn. All present voting in favor, motion carried.

The next NESC Board of Directors meeting will be held at Lake Area Technical Institute in Watertown, SD on Monday, March 17, 2014 at 7:00 P.M.

Roger Gresh, President

Brice Christensen, Business Manager