

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

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, March 17 at Lake Area Technical Institute in Watertown, SD. The meeting was called to order by President Gresh at 7:01 P.M. and adjourned at 8:02 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; Tracy Hlavack, Florence; John Tol, Grant-Deuel; Joe Homola, Hamlin; Dave Fuller, Henry; Joyce Carlson, Lake Preston; Hailey Peterson, Rosholt; Gloria Koerlin, Sioux Valley; Corrie Quale, Summit; Sandy Hinze, Waubay; Brad Howell, Waverly/South Shore; Jamie Reetz, Webster; Caryl Schmidt, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Greg Bich, Iroquois

Others Attending:

NESC Staff Representatives: Karlette Juhnke, Early Childhood Teacher; Lois Lux, Speech Therapist; Julie Nelson, Early Childhood Teacher

Member District Superintendents: Kevin Keenaghan, Deubrook; Mark Sampson, Iroquois; 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 7:01 P.M.

Agenda review, changes, and approval

Action #14059 Motion by D. Lutkemeier, second by C. Knutson, to approve the agenda with the following additions: 5c) Approval of PT contract - Kristina Suttan, DPT, \$52,884.00 - 230 days; 7e) Budget Supplemental – Reading Recovery; 7f) Sarah Whipkey FMLA request. All present voting in favor, motion carried.

Introduction of Guests

Karlette Juhnke, Early Childhood Teacher; Lois Lux, Speech Therapist; Julie Nelson, Early Childhood Teacher were introduced as guests.

Financial Report

*Action #14060* Motion by C. Schmidt, second by D. Koenecke, to approve the financial report for the period ending February 2014. 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>February 1, 2014</b>	<b>\$127,651.01</b>	<b>\$769,401.04</b>	<b>\$11,776.43</b>
<u>Receipts:</u>			
Local Sources	\$5,221.69	\$158,811.29	\$1.54
State Sources	\$0.00	\$5,040.69	
Federal Sources	\$6,841.12	\$130,902.88	
Other	\$500.00	\$660.00	\$1,280.22
<u>Total Monthly Receipts</u>	<u>\$12,562.81</u>	<u>\$295,414.86</u>	<u>\$1,281.76</u>
Total Gross Receipts	\$140,213.82	\$1,064,815.90	\$13,058.19
Less Salaries	\$15,821.23	\$238,346.73	
Less Disbursements	\$1,963.72	\$53,719.81	\$2,675.81
<u>Total Salaries &amp; Disbursements</u>	<u>\$17,784.95</u>	<u>\$292,066.54</u>	<u>\$2,675.81</u>
<b>Ending Cash Balance</b>			
<b>February 28, 2014</b>	<b>\$122,428.87</b>	<b>\$772,749.36</b>	<b>\$10,382.38</b>

#### Consent Agenda

*Action #14061* Motion by J. Tol, second by G. Koerlin, to approve the following items on the Consent Agenda: 5a) Approval of February 17, 2014 Board of Directors minutes; 5b) Approval of payment of March 2014 claims; 5c) Approval of PT contract – Kristina Suttan, DPT, \$52,884.00 – 230 days. All voted in favor, with H. Peterson abstaining.

#### February 2014 Accounts Payable

**GENERAL FUND:** BMO MASTERCARD PURCH SVCS, SPLYS, TRAVEL,PHONE 842.89;HAMLIN COUNTY FARMERS COOP FLEET MAINT & GASOLINE 29.11;NESC IMPREST REIMBURSE IMPREST 192.00;NESC PAYROLL CLEARING MARCH 2014 PAYROLL 15,821.22;NOLTE, KARI READ REC TRAVEL 35.00 PROFESSIONAL SECURITY D&A POOL TESTING 592.50;VOYAGER FLEET SYSTEMS INC FLEET MAINT & GASOLINE 191.94

**FUND TOTAL: \$17,704.66**

**SPECIAL EDUCATION FUND:** AMERICAN HEART ASSOCIATION CPR, AED ONLINE TRAINING 345.00;BERNER'S DAKOTA CLUTCH & TRANSMISSION FLEET MAINT 165.31;BIG STONE THERAPIES, INC. CONTRACTED PT SRV FEB 2014 6,831.94;BMO MASTERCARD PURCH SVCS, SPLYS, TRAVEL,PHONE

20,867.63;BORGMAN, MARY ED SPEC TRAVEL 130.00;BRITTON-HECLA SCHOOL DISTRICT MILEAGE TO SCHOOL 38.85;BRUCE'S 66 GASOLINE 248.84;CASTLEWOOD SCHOOL DISTRICT CB FACILITY USE FEE 513.96;CHILSON, GINA MILEAGE TO STAFF 119.88;CHRISTENSEN, BRICE MILEAGE TO STAFF 31.82 DUST TEX SERVICE, INC. RUG RENTAL 39.86;FLORENCE SCHOOL DISTRICT CB FACILITY USE FEE 256.98;FRITZ CHEVROLET, INC FLEET MAINT 53.22;GRANT-DEUEL SCHOOL DISTRICT CB FACILITY USE FEE 408.60;HAHLER AUTOMOTIVE FLEET MAINT 298.32;HAMLIN COUNTY FARMERS COOP FLEET MAINT & GASOLINE 1,954.68;HAMLIN SCHOOL DISTRICT CB FACILITY USE FEE 899.43;HARMEL, DEBRA MILEAGE TO STAFF 67.34;HOLDEN, KARI MILEAGE PAID TO STAFF 109.89;HOVDES PHYSICAL THERAPY CONTRACTED PT SRV FEB 2014 441.47;JB Repair FLEET MAINT 278.00;JONGELING, JODYANN PSYCH TRAVEL 14.00;LEAR, JILL PSYCH TRAVEL 106.97;MIDWEST MEDICAL SERVICE, INC. SPEECH SUPPLIES 127.20;NESC IMPREST REIMBURSE IMPREST 1,089.59;NESC PAYROLL CLEARING MARCH 2014 PAYROLL 244,286.66;NORTHEAST PHYSICAL THERAPY CONTRACTED PT SRV FEB 2014 2,024.22;NORTHLAND AUTO CENTER FLEET MAINT 214.65;OTTER TAIL POWER CO. ELECTRICITY 479.32;PEDERSEN, SHANE SNOW;REMOVAL JAN & FEB 2014 270.00;SHIRLEY, LINDA MILEAGE TO STAFF 635.05;THOMPSON, NELLA ASHA DUES 225.00;TIME MANAGEMENT SYSTEMS TIME MGMT SYSTEM 99.00;TOWN OF HAYTI WATER & SEWER FEB 2014 35.50;VANDERSNICK, LUCY MILEAGE TO STAFF 33.30;VOYAGER FLEET SYSTEMS INC FLEET MAINT & GASOLINE 7,685.90;W.W. TIRE FLEET MAINT 1,114.43;WENZ, MELODY MILEAGE PAID TO STAFF 5.92;WIESE, RITA MILEAGE PAID TO STAFF 20.72;WIESNER, JAMIE MILEAGE TO STAFF 113.96  
**FUND TOTAL: \$292,682.41**

#### Old Business

##### March 5, 2014 Advisory Board Minutes

Director Aberle went over the advisory board meeting minutes.

##### Final Center Base Locations for 2014-2015

Director Aberle led discussion on the recommendation from the Board of Advisors on Center Base Locations for 2014-2015.

*Action #14062* Motion by J. Tol, second by H. Boner to continue the Center Base program with 3 teachers in three locations, Castlewood, Hamlin, and Webster. All present voting in favor, motion carried.

##### Reading Recovery 2014-2015

Director Aberle notified the board that Enemy Swim Day School will be joining the Reading Recovery program for the 2014-2015 school year. There will be a total of 7 member schools participating.

#### New Business

##### Reading Recovery Rates for Satellite Schools

Discussion was held on Reading Recovery rates for satellite schools for the 2014-2015 school year.

*Action #14063* Motion by N. Koehlmoos, second by H. Peterson to increase Reading Recovery rates for satellite schools by 3%. All present voting in favor, motion carried.

ELL (English Language Learner)/Title III Consortium

Director Aberle shared information from Advisory Board discussion on the possibility of creating an ELL/Title III Consortium through the Cooperative. There was little interest at this time, but could be a possibility in the future.

Property/Liability Insurance

Business Manager Christensen informed the board that we will be looking at property/liability insurance rates from different companies to ensure that we are getting a competitive rate. Current coverage is from Continental Western through the Clark Insurance Agency.

Budget Supplemental – Reading Recovery

*Action #14064* Motion by C. Knutson to introduce Resolution #163:

Let it be resolved, that the Board of Directors for the Northeast Educational Services Cooperative, in accordance with SDCL 13-11-3.2 and after duly considering the proposed supplemental budget, hereby approves and adopts the following supplemental budget in total:

<u>Appropriations:</u>		
<b>10-1111-000-110</b>	Regular Salary-Reading Recovery	\$ 6,312.00
<b>10-1111-000-210</b>	Social Security & Medicare	\$ 482.87
<b>10-1111-000-220</b>	Retirement	\$ 378.72
<b>10-1111-000-230</b>	Insurance	\$ 826.40
<b>10-1111-000-410</b>	Supplies	\$ 0.01
		<u>\$</u>
<b>Total Appropriations:</b>		8,000.00
 <u>Means of Finance:</u>		
<b>10-1990-013</b>	Reading Recovery-Other LEAs	\$ 8,000.00
		<u>\$</u>
<b>Total Means of Finance:</b>		8,000.00

Second by B. Steffen. All present voting in favor, motion carried.

Executive Session

*Action #14065* Motion by D. Lutkemeier, second by J. Reetz to enter into Executive Session at 7:30 P.M. for Personnel matters. All present voting in favor, motion carried.

President Gresh declared the board out of Executive Session at 7:55 P.M.

Issue RIF (Reduction in Force) Notices

*Action #14066* Motion by D. Lutkemeier, second by C. Knutson, to not renew the contract of Lisa Reinhiller due to a reduction in staff. All present voting in favor, motion carried.

*Action #14067* Motion by B. Steffen, second by D. Koenecke, to not renew the contract of Shawn Dewitt due to a reduction in staff. All present voting in favor, motion carried.

*Action #14068* Motion by N. Koehlmoos, second by H. Peterson, to not renew the contract of Julie Kruse due to a reduction in staff. All present voting in favor, motion carried.

*Action #14069* Motion by D. G. Koerlin, second by D. Fuller, to reduce the contract of Kari Nolte to a .5 FTE. All present voting in favor, motion carried.

*Action #14070* Motion by D. Bumann, second by J. Tol, to grant Sarah Whipkey an additional six day leave of absence beyond her 12 week FMLA leave, with her returning to work date to be May 1, 2014. All present voting in favor, motion carried.

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Aberle gave his monthly report.

Adjournment

*Action #14071* With there being no further business, motion by C. Schmidt, second by C. Knutson, 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, April 20, 2014 at 7:00 P.M.

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**Roger Gresh, President**

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**Brice Christensen, Business Manager**