

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, April 21, 2014

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, April 21 at Lake Area Technical Institute in Watertown, SD. The meeting was called to order by President Gresh at 7:03 P.M. and adjourned at 8:40 P.M.

Members present:

Roger Gresh, Britton-Hecla; Harry Boner, Castlewood; Bob Steffen, Clark; Shane Roth, 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; Joyce Carlson, Lake Preston; Gloria Koerlin, Sioux Valley; Sandy Hinze, Waubay; Jeff Buchholz, Waverly/South Shore; Caryl Schmidt, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Martin Murphy, Arlington; Dave Fuller, Henry; Greg Bich, Iroquois; Hailey Peterson, Rosholt; Corrie Quale, Summit; Jamie Reetz, Webster

Others Attending:

NESC Staff Representatives: Deb Harmel, Center Base Teacher; Robin Schwandt, School Psychologist
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 7:03 P.M.

Agenda review, changes, and approval

Action #14072 Motion by D. Lutkemeier, second by J. Tol, to approve the agenda with the following changes: 7. L) accept resignation—Mary Borgman; 7. M) Employee recognition. All present voting in favor, motion carried.

Introduction of Guests

Deb Harmel, Center Base Teacher; and Robin Schwandt, School Psychologist were introduced as guests.

Financial Report

Action #14073 Motion by C. Schmidt, second by D. Koenecke, to approve the financial report for the period ending March 2014. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
Cash Balance			
March 1, 2014	\$122,428.87	\$772,749.36	\$11,776.43
<u>Receipts:</u>			
Local Sources	\$4,406.25	\$158,246.02	\$1.76
State Sources	\$3,000.00	\$5,939.47	
Federal Sources	\$5,482.00	\$130,866.00	
Other	\$250.00	\$2,072.00	\$3,239.57
<u>Total Monthly Receipts</u>	<u>\$13,138.25</u>	<u>\$297,123.49</u>	<u>\$3,241.33</u>
Total Gross Receipts	\$135,567.12	\$1,069,872.85	\$13,623.71
Less Salaries	\$15,821.22	\$244,286.66	
Less Disbursements	\$1,883.44	\$48,567.99	\$1,762.42
<u>Total Salaries & Disbursements</u>	<u>\$17,704.66</u>	<u>\$292,854.65</u>	<u>\$1,762.42</u>
Ending Cash Balance			
March 31, 2014	\$117,862.46	\$777,018.20	\$11,861.29

Consent Agenda

Action #14074 Motion by G. Koerlin, second by D. Lutkemeier, to approve the following items on the Consent Agenda: 5a) Approval of March 17, 2014 Board of Directors minutes; 5b) Approval of payment of April 2014 claims; 5c) Approval of SLP contract – Cheryl Keller-Knudson, \$35,955.00. The following change was noted to the March 17, 2014 minutes: Brad Howell should have been Jeff Buchholz in the meeting attendance. All voted in favor, motion carried.

March 2014 Accounts Payable

GENERAL FUND: BMO MASTERCARD SPLYS, PURCH SVCS, TRAVEL,PHONE 1,450.67,HOLIDAY INN CITY CENTRE SD COUNTS TRAVEL 100.00,NESC IMPREST REIMBURSE IMPREST 113.00,NESC PAYROLL CLEARING NESC APRIL 2014 PAYROLL 15,821.21,NESC SPECIAL REVENUE PROJECTS NESC SPECIAL REVENUE PROJECTS 2,938.17,VOYAGER FLEET SYSTEMS INC FLEET MAINT & GASOLINE 115.79

FUND TOTAL: \$20,538.84

SPECIAL EDUCATION FUND: BERNER'S DAKOTA CLUTCH & TRANSMISSION FLEET MAINT 373.62,BEST WESTERN RAMKOTA HOTEL ADMIN TRAVEL 50.00,BIG STONE THERAPIES, INC. CONTRACTED PT SRV MAR. 20014 6,742.89 BMO MASTERCARD SPLYS, PURCH SVCS, TRAVEL,PHONE 20,352.81,BORGMAN, MARY ED SPEC TRAVEL M.B. 40.00 BRITTON-HECLA SCHOOL DISTRICT MILEAGE PAID TO SCHOOL 19.61,BRUCE'S 66 GASOLINE 231.01,CASTLEWOOD SCHOOL DISTRICT CB FACILITY USE FEE 513.96,CHILSON, GINA MILEAGE PAID TO STAFF 142.82 CHRISTENSEN, BRICE MILEAGE PAID TO STAFF 31.82,CLARK COUNTY COURIER ADVERTISEMENT 18.10,CLARK INSURANCE AGENCY MEDICAL MALPRACTICE/LIABILITY INS 1,557.43,CRAIG BASS SANITARY SERVICE GARBAGE SERVICE 120.00,DAVIS LEARNING STRATEGIES JW OT WORKSHOP REGISTRATION 395.00,DELYLE'S SOUTH 81 SERVICE, INC. FLEET MAINT 1,815.88,DUST TEX SERVICE, INC. RUG RENTAL 39.86,ESTELLINE COMMUNITY OIL CO. FLEET MAINT & GASOLINE 83.09,FLORENCE SCHOOL DISTRICT CB FACILITY USE FEE 256.98 GRANT-DEUEL SCHOOL DISTRICT CB FACILITY USE FEE 408.60,HAMLIN COUNTY FARMERS COOP GASOLINE AND PROPANE 2,575.74,HAMLIN SCHOOL DISTRICT CB FACILITY USE FEE 899.43,HARMEL, DEBRA MILEAGE PAID TO

STAFF 88.06,HOLM, JANET MILEAGE PAID TO STAFF 17.39,HOVDES PHYSICAL THERAPY CONTRACTED PT SRV MAR. 20014 357.50,INTERCALL EC PROFESSIONAL SERVICES 5.86,JOHNSON AUTOMOTIVE FLEET MAINT 248.18,KRUSE, JULIE MILEAGE TO STAFF 128.76,MID-CENTRAL EDUCATIONAL COOP. WORKSHOP REG FEES 65.00,NESC IMPREST REIMBURSE IMPREST 74.00,NESC PAYROLL CLEARING NESC APRIL 2014 PAYROLL 242,245.42,NESC SPECIAL REVENUE PROJECTS NESC SPECIAL REVENUE PROJECTS 2,095.96,NORTHEAST PHYSICAL THERAPY CONTRACTED PT SRV MAR. 20014 1,858.10,NORTHLAND AUTO CENTER FLEET MAINT 319.09,OTTER TAIL POWER CO. ELECTRICITY 459.29,PALMLUND AUTOMOTIVE FLEET MAINT 67.61,PALO'S GARAGE FLEET MAINT 399.87,PEDERSEN, SHANE SNOW REMOVAL MAR/APR 2014 270.00,S & S AUTO FLEET MAINT 374.93,SHIRLEY, LINDA MILEAGE PAID TO STAFF/ED SPEC TRVL 398.32,STEVE'S TIRE & SERVICE FLEET MAINT 118.33,STORMO, BEN SNOW REMOVAL 600.00 TIME MANAGEMENT SYSTEMS, INC TIME MGMT 81.15,TOWN OF HAYTI WATER & SEWER MAR 2014 35.50 VANDERSNICK, LUCY MILEAGE PAID TO STAFF 31.08,VOYAGER FLEET SYSTEMS INC FLEET MAINT & GASOLINE 6,904.12,W.W. TIRE FLEET MAINT 414.65,WENZ, MELODY MILEAGE PAID TO STAFF 3.70,WIESE, RITA MILEAGE PAID TO STAFF 20.72,WIESNER, JAMIE MILEAGE PAID TO STAFF 103.97

FUND TOTAL: \$294,455.21

Old Business

April 2, 2014 Advisory Board Minutes

Director Aberle went over the advisory board meeting minutes.

New Business

Set Final Center base Tuition Rates for 2013-2014

Action #14075 Motion by J. Tol, second by C. Knutson to set the final Center Base tuition rates as recommended by Business Manager Christensen. All present voting in favor, motion carried.

Base Rate	\$7,034.65
First Placement	\$8,793.31
Second Placement	\$5,159.91
Third Placement	\$4,371.33

Audit Quote

Action #14076 Motion by D. Lutkemeier, second by C. Schmidt to accept the William Neale & Co. audit quote of \$7,500.00 for fiscal year ending June 30, 2014. All present voting in favor, motion carried.

Delta Dental and Sanford Health insurance rates for 2014-2015

Action #14077 Motion by S. Roth, second by J. Carlson to table approval of rates to a future board meeting. All present voting in favor, motion carried.

2014-2015 preliminary budget

Business Manager Christensen discussed the 2014-2015 preliminary budget.

Accept Resignation

Action #14078 Motion by D. Lutkemeier, second by C. Knutson to accept the resignation “with thanks for the years of service” of Mary Borgman, School Psychologist. All present voting in favor, motion carried.

Employee Recognition

Different options were explored regarding what an employee could receive as recognition for years of service when leaving NESC. No action was taken.

Executive Session

Action #14079 Motion by D. Lutkemeier, second by J. Tol to enter into Executive Session at 8:07 P.M. for Personnel matters. All present voting in favor, motion carried.

President Gresh declared the board out of Executive Session at 8:35 P.M.

Offer contracts to ESY employees, paraprofessionals, and office personnel

Action #14080 Motion by T. Hlavacek, second by C. Knutson to offer contracts for ESY employees, and to offer contracts to units 1 and 2 employees, paraprofessionals, and office staff at 2013-2014 salaries with new salary to be determined after negotiations. All present voting in favor, motion carried.

Set Director, Business Manager, and Assistant Director Salary

Action #14081 Motion by B. Steffen, second by H. Boner, to offer contracts to the Director, Business Manager, and Assistant Director at 2013-2014 rates with new rates to be determined after negotiations. 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 #14082 With there being no further business, motion by D. Lutkemeier, second by D. Bumann, 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, May 19, 2014 at 7:00 P.M.

Roger Gresh, President

Brice Christensen, Business Manager