

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, February 16, 2015

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, February 16 at Hy-Vee in Watertown, SD. The meeting was called to order by Vice President Tol at 7:00 P.M. and adjourned at 8:26 P.M.

Members present:

Martin Murphy, Arlington; Harry Boner, Castlewood; Trudi Gaikowski, Clark; Norman Koehlmoos, DeSmet; Carie Knutson, Deubrook; Lois Kampeska, Enemy Swim Day School; Ron Gorder, Estelline; Tracy Hlavacek, Florence; John Tol, Grant-Deuel; Joe Homola, Hamlin; Dave Fuller, Henry; Joyce Carlson, Lake Preston; Hailey Peterson, Rosholt; Gloria Koerlin, Sioux Valley; Sandy Hinze, Waubay; Paula Warkenthien, Willow Lake

Absent:

Mandy Carlson, Britton-Hecla; Debbe Koenecke, Deuel; Donna Bumann, Elkton; Greg Bich, Iroquois; Corrie Quale, Summit; Jeff Buchholz, Waverly/South Shore; Jamie Reetz, Webster; Denise Lutkemeier, Wilmot

Others Attending:

NESC Staff Representatives: JodyAnn Jongeling, School Psychologist

Member District Superintendents: Kevin Keenaghan, Deubrook

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

Call to Order

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

Agenda review, changes, and approval

Action #15049 Motion by C. Knutson, second by H. Boner, to approve the agenda as presented. All present voting in favor, motion carried.

Introduction of Guests

JodyAnn Jongeling and Kevin Keenaghan were introduced as guests.

Financial Report

Action #15050 Motion by G. Koerlin, second by T. Hlavacek, to approve the financial report for the period ending January 2015. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
Cash Balance			
January 1, 2015	\$74,772.99	\$732,197.03	\$13,533.09
<u>Receipts:</u>			
Local Sources	\$7,914.69	\$121,396.83	\$3.04
State Sources		\$4,081.75	
Federal Sources	\$42,023.00	\$135,662.00	
Other	\$1,367.03	\$1,832.97	\$4,649.89
<u>Total Monthly Receipts</u>	<u>\$51,304.72</u>	<u>\$262,973.55</u>	<u>\$4,652.93</u>
Total Gross Receipts	\$126,077.71	\$995,170.58	\$18,186.02
Less Salaries	\$17,982.28	\$232,620.33	
Less Disbursements	\$18,465.33	\$26,352.82	\$4,098.86
<u>Total Salaries & Disbursements</u>	<u>\$36,447.61</u>	<u>\$257,973.15</u>	<u>\$4,098.86</u>
Ending Cash Balance			
January 31, 2015	\$89,630.10	\$737,197.43	\$14,087.16

Consent Agenda

Action #15051 Motion by J. Homola, second by J. Carlson, to approve the following items on the Consent Agenda: 5a) Approval of January 19, 2015 Board of Directors minutes; 5b) Approval of payment of February 2015 claims. All present voted in favor, motion carried.

February 2015 Accounts Payable

GENERAL FUND: APEX LEARNING APEX SEAT 125.00;BMO MASTERCARD PURCH SVCS, TRAVEL, SPLYS 672.77;BRIAN'S GLASS AND DOOR, INC NEW DOOR LOCKS 18.22;CENEX FLEETCARD FLEET MAINT & GASOLINE 2,594.05;CENTURY BUSINESS PRODUCTS, INC COPIER MAINTENANCE CONTRACT 114.10;CHRISTENSEN, BRICE MILEAGE TO STAFF 2.69;DELYLE'S SOUTH 81 SERVICE, INC. FLEET MAINT 2,791.51;HAMLIN COUNTY FARMERS COOP FLEET MAINT & GASOLINE 1,164.22;HAMLIN COUNTY PUBLISHING ADVERTISING 3.17;HARMS, KRISTINE ESA TRAVEL 296.74;NESC IMPREST REIMBURSE IMPREST 71.00;NESC PAYROLL CLEARING FEBRUARY 2015 PAYROLL 20,870.62;NESC SPECIAL REVENUE PROJECTS QUARTER 2 EXPENSED MILEAGE 2,594.16;NORTHLAND AUTO CENTER FLEET MAINT 431.52;OTTER TAIL POWER CO. ELECTRICITY 97.85;PAGE TECHNOLOGY WEBSITE HOSTING FEE 12.67;PERRY'S REPAIR FLEET MAINT 92.00;RIDER, DIANNE MED ADMIN TRAINING 20.00;SCHWANDT, ROBIN PSYCH GAS REIMB 26.45;SD DEPT. OF REVENUE VEHICLE REG, PLATES, TITLE 28.00;TOWN OF HAYTI AUTOMATIC DOOR LOCKS 332.20;TWIN VALLEY TIRE, INC. FLEET MAINT 18.87;VOYAGER FLEET SYSTEMS INC FLEET MAINT & GASOLINE 1,881.65;W.W. TIRE FLEET MAINT 441.35;WEBSTER AUTO CARE FLEET MAINT 83.00;WILLIAM G. NEALE, CPA FISCAL YEAR 2014 AUDIT 633.75

FUND TOTAL: \$35,417.56

SPECIAL EDUCATION FUND: BMO MASTERCARD PURCH SVCS, TRAVEL, SPLYS 17,281.56;BRIAN'S GLASS AND DOOR, INC NEW DOOR LOCKS 95.01;BRITTON-HECLA SCHOOL DISTRICT MILEAGE TO SCHOOL 94.72;CENTURY BUSINESS PRODUCTS, INC COPIER MAINTENANCE CONTRACT 130.95;CHILSON, GINA MILEAGE TO STAFF 107.30;CHRISTENSEN, BRICE MILEAGE TO STAFF 29.13 DUBRO, ANGEL MILEAGE TO STAFF 66.23;HAMLIN COUNTY PUBLISHING ADVERTISING 34.33;HOLM, JANET MILEAGE TO STAFF 23.68 HOUGHTON MIFFLIN CO. PSYCH SUPPLIES 413.60;LAUSENG, DEBRA MILEAGE TO STAFF 12.58;LUX, LOIS MILEAGE TO STAFF 35.52 MILEAGE TO PARENT 84.36;NESC IMPREST REIMBURSE IMPREST 142.97;NESC PAYROLL CLEARING FEBRUARY 2015 PAYROLL 231,263.31;NESC SPECIAL REVENUE PROJECTS QUARTER 2 EXPENSED MILEAGE 56,223.80;OTTER TAIL POWER CO. ELECTRICITY 510.31;PAGE TECHNOLOGY WEBSITE HOSTING FEE 137.33;SHIRLEY, LINDA ED SPEC MILEAGE TO STAFF 808.82;TOWN OF HAYTI WATER AND SEWER 1,732.46;VOYAGER FLEET SYSTEMS INC FLEET MAINT & GASOLINE 89.25;WILLIAM G. NEALE, CPA FISCAL YEAR 2014 AUDIT 6,866.25

FUND TOTAL: \$316,183.47

Old Business

February 11, 2015 Advisory Board meeting minutes

Director Aberle reviewed the February 11, 2015 Advisory Board minutes.

Assistant Business Manager position

Action #15052 Motion by C. Knutson, second by D. Fuller to not fill the .5 FTE assistant business manager position and have current business manager and office staff assume all duties of the business office. All present voting in favor, motion carried.

Action #15053 Motion by H. Peterson, second by G. Koerlin to increase the monthly salary of Brice Christensen to \$4,125.00 per month retroactive to January 1, 2015. All present voting in favor, motion carried.

Action #15054 Motion by T. Hlavacek, second by J. Carlson to increase the hourly wage of Carol Reuer and Tammy Anderson by \$.25 per hour retroactive to January 1, 2015. All present voting in favor, motion carried.

New Business

Surplus van and offer for sale to Sioux Valley School District

Discussion was held on what to do with the spare 2002 Ford E350 Van with 134,000 miles. The board decided to look into if there were other member districts that may be interested. The topic was tabled until next month.

Reading Recovery Program for 2015-2016

Action #15055 Motion by H. Peterson, second by N. Koehlmoos to accept the termination of service notice from the Elkton School District from the Reading Recovery program. All present voting in favor, motion carried.

Set Reading Recovery rates for non-coop schools

Action #15056 Motion by C. Knutson, second by R. Gorder to set the rates for the satellite schools as follows: Brookings - \$5,150.00; Pierre - \$5,150.00; Highmore-Harrold - \$3,090.00. All present voting in favor, motion carried.

School Psychologist Program update

Director Aberle updated the board on School Psychologist data that has been collected from NESC and other South Dakota Cooperatives. He asked to have discussions within each school on whether or not more staff is needed. Action will be taken in March.

Set ESY rates for summer 2015

Action #15057 Motion by T. Hlavacek, second by H. Peterson to set ESY hourly rates for certified staff based on the hourly rate of current contract salary if they are employed by a member school, and to use \$25.25 per hour if certified staff does not work for either NESC or NESC district. Non certified staff will be paid at the higher of current hourly wage or \$12.50 per hour. All present voting in favor, motion carried.

Autism Team

Director Aberle shared that NESC is moving forward with creating an autism team. The team will consist of one Occupational Therapist, one Speech Language Pathologist, and one School Psychologist.

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. Included was information on the possibility of a behavior room within the cooperative and discussion on the possibility of an employee living out of cooperative boundaries.

Adjournment

Action #15058 With there being no further business, motion by H. Peterson, 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, March 16, 2015 at 7:00 P.M.

John Tol, Vice President

Brice Christensen, Business Manager