

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, April 20, 2015

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, April 20 at Lake Area Tech in Watertown, SD. The meeting was called to order by President Koenecke at 7:00 P.M. and adjourned at 8:07 P.M.

Members present:

Martin Murphy, Arlington; Andrea Kiltjer, Britton-Hecla; Harry Boner, Castlewood; Norman Koehlmoos, DeSmet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Donna Bumann, Elkton; 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; Corrie Quale, Summit; Sandy Hinze, Waubay; Jeff Buchholz, Waverly/South Shore; Paula Warkenthien, Willow Lake Denise Lutkemeier, Wilmot

Absent:

Trudi Gaikowski, Clark; Greg Bich, Iroquois; Jamie Reetz, Webster

Others Attending:

NESC Staff Representatives: Robin Schwandt, School Psychologist

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

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

Call to Order

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

Agenda review, changes, and approval

Action #15067 Motion by C. Knutson, second by H. Boner, to approve the agenda with the following additions: 5d) Accept Robin Schwandt's, School Psychologist, resignation; 5e) Accept JodyAnn Jongeling's, School Psychologist, resignation; 5f) Approval of contract – Stephanie Hayunga, Occupational Therapist--\$43,000.00 – 200 days; 5g) Approval of contract – Alysha Kastrup, Speech Language Pathologist--\$41,000 – 175 days; 5h) Approval of contract – Anneke Nelson, School Psychologist--\$58,500 – 200 days; 7f) include office staff along with paraprofessionals; 7j) FY 2016 preliminary budget. All present voting in favor, motion carried.

Introduction of Guests

Robin Schwandt, Kevin Keenaghan, and Jim Block were introduced as guests.

Financial Report

Action #15068 Motion by J. Tol, second by D. Lutkemeier, to approve the financial report for the period ending March 2015. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
Cash Balance			
March 1, 2015	\$130,318.86	\$738,473.54	\$13,793.46
<u>Receipts:</u>			
Local Sources	\$5,026.58	\$133,851.42	\$1.81
State Sources	\$15,900.00	\$4,792.17	
Federal Sources		\$133,313.00	
Other	\$722.40	\$118.72	\$1,380.44
<u>Total Monthly Receipts</u>	<u>\$33,777.31</u>	<u>\$270,075.31</u>	<u>\$1,382.25</u>
 Total Gross Receipts	 \$164,096.17	 \$1,008,548.85	 \$15,175.71
 Less Salaries	 \$21,329.84	 \$230,519.31	
Less Disbursements	\$15,279.63	\$33,464.36	\$5,903.32
<u>Total Salaries & Disbursements</u>	<u>\$36,609.47</u>	<u>\$263,983.67</u>	<u>\$5,903.32</u>
 Ending Cash Balance			
March 31, 2015	\$127,486.70	\$744,565.18	\$9,272.39

Consent Agenda

Action #15069 Motion by J. Homola, second by J. Carlson, to approve the following items on the Consent Agenda with additions: 5a) Approval of March 16, 2015 Board of Directors minutes; 5b) Approval of payment of April 2015 claims; 5c) Accept Kim Ertelt's, Occupational Therapist, resignation; 5d) Accept Robin Schwandt's, School Psychologist, resignation; 5e) Accept JodyAnn Jongeling's, School Psychologist, resignation; 5f) Approval of contract – Stephanie Hayunga, Occupational Therapist--\$43,000.00 – 200 days; 5g) Approval of contract – Alysha Kastrup, Speech Language Pathologist--\$41,000 – 175 days; 5h) Approval of contract – Anneke Nelson, School Psychologist--\$58,500 – 200 days. All present voted in favor, motion carried.

March 2015 Accounts Payable

GENERAL FUND: AAA PURE WATER O&M - WATER FILTER CHANGE 16.69;BMO MASTERCARD PURCH SVCS, SUPPLIES, TRAVEL, PHONE 637.66;CENEX FLEETCARD FLEET MAINT & GASOLINE 4,504.78;CHRISTENSEN, BRICE FISCAL MILEAGE 4.03;CRAIG BASS SANITARY SERVICE GARBAGE SERVICE - JAN-MAR 19.31;DELYLE'S SOUTH 81 SERVICE, INC. FLEET MAINT 414.90;DUST TEX SERVICE, INC. REG RENTAL 6.41;ESTELINE COMMUNITY OIL CO. FLEET MAINT 36.32;HAMLIN COUNTY FARMERS COOP FLEET MAINT & GASOLINE 1,449.81;INTERCALL ADMIN CONF CALL 2.24;NESC IMPREST REIMBURSE IMPREST 1,838.60;NESC PAYROLL CLEARING APRIL 2015 PAYROLL 19,652.69;NOLTE, KARI READING RECOVERY TRAVEL 35.00;NORTHLAND AUTO CENTER FLEET MAINT 988.31;OTTER TAIL POWER CO. MARCH ELECTRICITY 81.93;PALMLUND AUTOMOTIVE FLEET MAINT 31.87;RON'S AUTO REPAIR FLEET MAINT 157.30;S & S AUTO FLEET MAINT 171.76;STEFANI, STACY SDC CONTRACTED SERVICES 1,200.00;STEVE'S TIRE & SERVICE FLEET MAINT 96.85 W.W. TIRE FLEET MAINT 88.80;WEBSTER AUTO CARE FLEET MAINT 41.91

FUND TOTAL: \$31,477.17

SPECIAL EDUCATION FUND: AAA PURE WATER O&M - WATER FILTER CHANGE 180.81;BMO MASTERCARD PURCH SVCS, SUPPLIES, TRAVEL,PHONE 19,796.83;BRITTON-HECLA SCHOOL DISTRICT MILEAGE TO SCHOOL 28.12;CASTLEWOOD SCHOOL DISTRICT NURSE SALARY/CB USE FEE 7,468.68;CHILSON, GINA MILEAGE TO STAFF 112.11;CHRISTENSEN, BRICE FISCAL MILEAGE 43.70

CRAIG BASS SANITARY SERVICE GARBAGE SERVICE - JAN-MAR 100.69;DUST TEX SERVICE, INC. REG RENTAL 33.45
HAMLIN SCHOOL DISTRICT CB FACILITY USE FEE 796.85;INTERCALL ADMIN CONF CALL 24.29;MAYER-JOHNSON, LLC TECH SOFTWARE
25.00;MIDWEST MEDICAL SERVICE, INC. EARLY CHILDHOOD SUPPLIES 120.00;MILLER, DANA CB MILEAGE TO PARENT 79.92;NESC
IMPREST REIMBURSE IMPREST 1,006.25;NESC PAYROLL CLEARING APRIL 2015 PAYROLL 238,317.65;OTTER TAIL POWER CO. MARCH
ELECTRICITY 427.27;SHIRLEY, LINDA ED SPEC MILEAGE/TRAVEL 290.55;SW/WC SERVICE COOPERATIVE BA SERVICES 1,000.00
WEBSTER SCHOOL DISTRICT CB FACILITY USE FEE 398.43

FUND TOTAL: \$270,250.60

Old Business

April 1, 2015 Advisory Board meeting minutes

Director Aberle reviewed the April 1, 2015 Advisory Board minutes.

Inventory Policy

Business Manager Christensen reviewed a proposed inventory policy.

Action #15070 Motion by T. Hlavacek, second by J. Tol to adopt the proposed inventory policy as presented. All present voting in favor, motion carried.

New Business

Accept sealed bid for surplus vehicle

Action #15071 Motion by H. Boner, second by J. Tol to accept the bid of \$2,100.00 from Deubrook School District for the surplus van. All present voting in favor, motion carried.

Set final Center Base tuition rates for 2014-2015.

Action #15072 Motion by H. Boner, second by J. Tol to set the final Center Base tuition rates as proposed. All present voting in favor, motion carried.

Base Rate	\$5,571.60
1 st Placement	\$7,187.37
2 nd Placement	\$4,206.56
3 rd Placement	\$3,621.54

Delta Dental and Sanford health insurance rates for 2015-16

Business Manager Christensen reviewed the new health and dental rates for FY16. There will be a 14.5% increase in health and a 4% increase in dental premiums.

Executive Session

Action #15073 Pursuant to SDCL 1-25-2.1 and SDCL 1-25-2.4 Motion by C. Knutson, second by J. Tol to enter executive session at 7:27 to discuss personnel and negotiations. All present voting in favor, motion carried.

President Koenecke declared the board out of executive session at 7:36.

Offer contracts to ESY employees; issue date – April 22, return date May 6

Action #15073 Motion by C. Knutson, second by J. Tol to offer contracts to ESY employees. All present voting in favor, motion carried.

Offer contracts to Unit 1 and 2 employees– issue date April 22, return date May 6

Action #15074 Motion by J. Homola, second by R. Gorder to offer contracts to Unit 1 and 2 employees under the current year contract terms. All present voting in favor, motion carried.

Set salary and offer contracts to paraprofessionals and office staff – issue date April 22, return date May 6

Action #15075 Motion by G. Koerlin, second by D. Lutkemeier to to set salary and offer contracts to paraprofessionals and office staff with a \$.50 /hour raise. All present voting in favor, motion carried.

Set Director Salary

This item was tabled until negotiations take place.

Set Business Manager Salary

This item was tabled until negotiations take place.

Set Assistant Director Salary

This item was tabled until negotiations take place.

Assistant Director's Report

There was no Assistant Director's report.

Director's Report

There was no Director's report.

Adjournment

Action #15076 With there being no further business, motion by C. Knutson, second by R. Gorder, 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 18, 2015 at 7:00 P.M.

Debbe Koenecke, President

Brice Christensen, Business Manager