

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, June 15, 2015

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, June 15 at Lake Area Tech in Watertown, SD. The meeting was called to order by President Koenecke at 7:01 P.M. and adjourned at 8:01 P.M.

Members present:

Martin Murphy, Arlington; Shane Roth, DeSmet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Donna Bumann, Elkton; Lois Kampeska, Enemy Swim Day School; Larry Popham, Estelline; Tracy Hlavacek, Florence; John Tol, Grant-Deuel; Joe Homola, Hamlin; Dave Fuller, Henry; Joyce Carlson, Lake Preston; Hailey Peterson, Rosholt; Corrie Quale, Summit; Sandy Hinze, Waubay; Brad Howell, Waverly/South Shore; Jamie Reetz, Webster; Paula Warkenthien, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Andrea Kilker, Britton-Hecla; Harry Boner, Castlewood; Trudi Gaikowski, Clark; Greg Bich, Iroquois; Gloria Koerlin, Sioux Valley

Others Attending:

NESC Staff Representatives: None present.

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 7:01 P.M.

Agenda review, changes, and approval

Action #15086 Motion by D. Lutkemeier, second by D. Bumann, to approve the agenda with the following addition: 5k) Approval of contract – South Dakota Cooperative Purchasing Contract, \$1,050. All present voting in favor, motion carried.

Introduction of Guests

Kevin Keenaghan and Jim Block were introduced as guests.

Financial Report

Action #15087 Motion by J. Tol, second by J. Homola, to approve the financial report for the period ending May 2015. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
Cash Balance			
May 1, 2015	\$153,921.75	\$772,463.63	\$9,751.39
<u>Receipts:</u>			
Local Sources	\$75,302.82	\$107,931.65	\$3.83
State Sources		\$4,647.98	
Federal Sources	\$18,401.00	\$141,646.00	
Other	\$250.00		\$8,646.54
<u>Total Monthly Receipts</u>	<u>\$93,953.82</u>	<u>\$254,225.63</u>	<u>\$8,650.37</u>
Total Gross Receipts	\$247,875.57	\$1,026,689.26	\$18,401.76
Less Salaries	\$21,062.37	\$239,480.23	
Less Disbursements	\$28,606.50	\$94,152.75	\$1,261.23
<u>Total Salaries & Disbursements</u>	<u>\$49,668.87</u>	<u>\$333,632.98</u>	<u>\$1,261.23</u>
Ending Cash Balance			
May 31, 2015	\$198,206.70	\$693,056.28	\$17,140.53

Consent Agenda

Action #15088 Motion by J. Reetz, second by S. Roth, to approve the following items on the Consent Agenda with additions: 5a) Approval of May 18, 2015 Board of Directors minutes; 5b) Approval of payment of June 2015 claims; 5c) Approval of Unit 1 2015-16 negotiated agreement; 5d) Approval of Unit 2 2015-16 negotiated agreement; 5e) Approval of contract – Lisa Reinhiller, School Improvement Specialist, 210 days, \$54,405.16; 5f) Approval of contract – Shawn DeWitt, SD Counts, 230 days, \$59,186.30; 5g) Approval of contract – Linda Shirley, Educational Specialist, 105 days, \$44,000.00; 5h) Approval of contract – Sanford Webster, OT services for Webster, Enemy Swim, Summit, and Waubay; 5i) Approval of contract amendment – Kris Street, psychological examiner, additional 4.5 days, \$1,013.00; 5j) Approval of contract – Kristine Harms, School improvement specialist, 80 days, \$20,000.00; 5k) Approval of contract – South Dakota Cooperative Purchasing contract, \$1,050.00. All present voted in favor, motion carried.

May 2015 Accounts Payable

GENERAL FUND: BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLYS 9,105.18; BONER, HARRY STEERING COMMITTEE MILEAGE 4.25; BRIAN'S GLASS AND DOOR, INC OPERATIONS MAINTENANCE 23.48; CENEX FLEETCARD MAINT & GASOLINE 4,041.98; CENTURY BUSINESS PRODUCTS, INC COPIER MAINTENANCE AGREEMENT 381.38; CHRISTENSEN, BRICE FISCAL MILEAGE 31.82; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON LEAGAL EXPENSES 374.75; DELYLE'S SOUTH 81 SERVICE, INC. MAINT 3,348.98; DUST TEX SERVICE, INC. RUG RENTAL 3.37; ELKTON SCHOOL DISTRICT ESA DIBELS 95.00; HAMLIN COUNTY FARMERS COOP GASOLINE 855.41; HARMS, KRISTINE ESA TRAVEL 866.06; HLAVACEK, TRACY STEERING COMMITTEE MILEAGE 3.75; HOMOLA, JOE STEERING COMMITTEE MILEAGE 7.25; JOHNSON AUTOMOTIVE MAINT 25.00; KOENECKE, DEBBE STEERING COMMITTEE MILEAGE 9.38; KOERLIN, GLORIA STEERING COMMITTEE MILEAGE 12.51; LUTKEMEIER, DENISE STEERING COMMITTEE MILEAGE 8.44; NESC IMPREST REIMBURSE IMPREST 128.44; NESC PAYROLL CLEARING JUNE 2015 PAYROLL 22,861.62; NORTHLAND AUTO CENTER FLEET MAINT 959.56; PEDERSEN, SHANE O&M LAWN SERVICE 17.75; QUICK PRO LUBE MAINT 36.02; REINHILLER, LISA ESA TRAVEL 286.00; RON'S AUTO REPAIR MAINT 44.63; TOL, JOHN STEERING COMMITTEE MILEAGE 6.57; TWIN VALLEY TIRE, INC. FLEET MAINT 108.00; W.W. TIRE FLEET MAINT 292.85

FUND TOTAL: \$43,939.43

SPECIAL EDUCATION FUND: BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLYS 24,334.20; BONER, HARRY STEERING COMMITTEE MILEAGE 46.07; BRIAN'S GLASS AND DOOR, INC OPERATIONS MAINTENANCE 122.44; BRITTON-HECLA SCHOOL DISTRICT SPEECH MILEAGE 73.63; CASTLEWOOD SCHOOL DISTRICT CB FACILITY USE FEE 664.05; CENTURY BUSINESS PRODUCTS, INC COPIER MAINTENANCE

AGREEMENT 321.95;CHILSON, GINA SPEECH MILEAGE TO STAFF 120.62;CHURCHILL,MANOLIS,FREEMAN,KLUDT,SHELTON LEAGAL EXPENSES 4,060.13;CONRAD, LINDA SPEECH MILEAGE TO STAFF 31.08;DUST TEX SERVICE, INC. RUG RENTAL 36.49
HAMLIN SCHOOL DISTRICT CB FACILITY USE FEE 796.85;HLAVACEK, TRACY STEERING COMMITTEE MILEAGE 40.65;HOMOLA, JOE STEERING COMMITTEE MILEAGE 78.59;KOENECKE, DEBBE STEERING COMMITTEE MILEAGE 101.62;KOERLIN, GLORIA STEERING COMMITTEE MILEAGE 135.49;LUTKEMEIER, DENISE STEERING COMMITTEE MILEAGE 91.46;LUX, LOIS SPEECH MILEAGE TO STAFF 35.52
NESC IMPREST REIMBURSE IMPREST 256.92;NESC PAYROLL CLEARING JUNE 2015 PAYROLL 218,719.64;PEDERSEN, SHANE O&M LAWN SERVICE 192.25;PRAIRIE LAKES HEALTH CARE SYSTEM CB CPR CARDS 20.00;SKOGSTAD, SHELLY MOVING STIPEND - EXPENSE REIMBURSEMENT 2,500.00;TOL, JOHN STEERING COMMITTEE MILEAGE 71.13;WEBSTER SCHOOL DISTRICT CB FACILITY USE FEE 398.43

FUND TOTAL: \$253,249.21

Old Business

There was no old business.

New Business

NESC Board policy updates

Director Aberle and Assistant Director Frewing reviewed proposed changes to NESC Board policy. There will be action to update the policy next month.

Accept FY2015 audit proposal

Action #15089 Motion by J. Tol, second by T. Hlavacek to accept the proposal of \$8,000 from William Neale & Co., P.C. to perform the Fiscal Year 2015 audit. All present voting in favor, motion carried.

Accept paper bid

Action #15090 Motion by C. Knutson, second by D. Lutkemeier to accept the low bid of \$23.48 /case from Paper 101 for the cooperative paper purchasing project. All present voting in favor, motion carried.

Inventory Update and declare items surplus

Action #15091 Motion by C. Lutkemeier, second by C. Knutson to declare the obsolete, old, broken or missing items from the NESC inventory surplus. Total value of all items to be removed is \$51,331.12. All present voting in favor, motion carried.

NESC Board of Representatives 2015-16

Director Aberle received feedback on who would be returning to the NESC Board of Directors, and who would no longer be serving.

Review 2015-16 preliminary budget, authorize to publish, and set budget hearing

Action #15092 Motion by J. Homola, second by D. Fuller to authorize to publish the budget and set the budget hearing for July 20, 2015 at 7 p.m. 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.

Blue Ribbon Task Force

President Koenecke encouraged everyone to attend the Blue Ribbon Task Force meeting on Monday to be held at the Ramkota.

Adjournment

Action #15093 With there being no further business, motion by C. Knutson, second by D. Lutkemeier, 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, July 20, 2015 at 7:00 P.M.

Debbe Koenecke, President

Brice Christensen, Business Manager