

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

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday November 16 at Lake Area Technical Institute in Watertown, SD. The meeting was called to order by President Koenecke at 6:59 P.M. and adjourned at 7:59 P.M.

Members present:

Martin Murphy, Arlington; Cory Akin, Castlewood; Trudi Gaikowski, Clark; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Janel Williams, Enemy Swim Day School; Krecia Weinberg, Estelline; Tracy Hlavack, Florence; Joe Homola, Hamlin; Dave Fuller, Henry; Gloria Koerlin, Sioux Valley; Sandy Hinze, Waubay; Jeff Buchholz, Waverly/South Shore; Jamie Reetz, Webster; Paula Warkenthien, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Kurt Zuehlke, Britton-Hecla; Tom Landsman, Elkton; Jared Engebretson, Grant-Deuel; Greg Schortzmann, Iroquois; Joyce Carlson, Lake Preston; Hailey Peterson, Rosholt; Corrie Quale, Summit

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 6:59 P.M.

Agenda review, changes, and approval

Action #16030 Motion by C. Knutson, second by C. Akin, to approve the agenda with the following addition: 7c) 501(c)(3) designation. All present voting in favor, motion carried.

Introduction of Guests

Kevin Keenaghan and Jim Block were introduced as guests.

Financial Report

Action #16031 Motion by G. Koerlin, second by D. Fuller, to approve the financial report for the period ending October 2015. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
Cash Balance			
October 1, 2015	\$126,313.36	\$491,609.82	\$15,359.24
Receipts:			
Local Sources	\$60,161.40	\$141,201.71	\$4.42
State Sources	\$3,000.00	\$18,530.41	
Federal Sources		\$167,933.00	
Other	\$34,337.82		\$4,866.05
<u>Total Monthly Receipts</u>	<u>\$97,499.22</u>	<u>\$327,665.12</u>	<u>\$4,870.47</u>
Total Gross Receipts	\$223,812.58	\$819,274.94	\$20,229.71
Less Salaries	\$22,277.51	\$68,100.21	
Less Disbursements	\$14,995.53	\$235,281.53	\$2,405.08
<u>Total Salaries & Disbursements</u>	<u>\$37,273.04</u>	<u>\$303,381.74</u>	<u>\$2,405.08</u>
Ending Cash Balance			
October 31, 2015	\$186,539.54	\$515,893.20	\$17,824.63

Consent Agenda

Action #16032 Motion by D. Lutkemeier, second by J. Homola, to approve the following items on the Consent Agenda: 5a) Approval of October 19, 2015 Board of Directors minutes; 5b) Approval of payment of November 2015 claims. All present voted in favor, motion carried.

September 2015 Accounts Payable

GENERAL FUND: ASBSD ADMIN/FISCAL CONF REGISTRATION 6.76;BERNER'S DAKOTA CLUTCH & TRANSMISSION FLEET MAINT 0.00;BMO MASTERCARD PURCH SVCS, PHONE, TRAVEL,SPLYS 310.12;BRIAN'S GLASS AND DOOR, INC VEHICLE MAINTENANCE 50.00 CENEX FLEETCARD MAINT & GASOLINE 5,707.35;CENTURY BUSINESS PRODUCTS, INC COPIER MAINTENANCE CONTRACT 265.26 CHRISTENSEN, BRICE FISCAL MILEAGE TO STAFF 4.06;DAKTECH, INC. TECHNOLOGY - MAINTENANCE 7.13;DELYLE'S SOUTH 81 SERVICE, INC. FLEET MAINT 561.08;DON'S BODY SHOP FLEET MAINT 442.71;ESTELLINE COMMUNITY OIL CO. FLEET MAINT & GASOLINE 90.91;HAMLIN COUNTY FARMERS COOP FLEET MAINT & GASOLINE 932.92;JOHNSON AUTOMOTIVE FLEET MAINT 30.89 JURGENS OIL FLEET MAINT 39.41;NESC PAYROLL CLEARING NOVEMBER 2015 PAYROLL 21,703.13;NOLTE, KARI READING RECOVERY TRAVEL 37.00;NORTHLAND AUTO CENTER FLEET MAINT 53.72;OTTER TAIL POWER CO. ELECTRICITY 58.06;QUICK PRO LUBE FLEET MAINT 36.02;REINHILLER, LISA ESA/ED SPEC TRAVEL 80.00;RON'S AUTO REPAIR FLEET MAINT 674.33;S & S AUTO FLEET MAINT 370.32;STEVE'S TIRE & SERVICE FLEET MAINT & GASOLINE 61.88;TOWN OF HAYTI WATER AND SEWER 5.72;W.W. TIRE FLEET MAINT 1,099.55;WEBSTER AUTO CARE FLEET MAINT 36.60;WILLIAM G. NEALE, CPA FY 2015 AUDIT 600.00

FUND TOTAL: \$33,264.93

SPECIAL EDUCATION FUND: ASBSD ADMIN/FISCAL CONF REGISTRATION 83.24;BAYMONT INN ED SPEC TRAVEL 440.00 BMO MASTERCARD PURCH SVCS, PHONE, TRAVEL,SPLYS 20,701.52;BRITTON-HECLA SCHOOL DISTRICT SPEECH MILEAGE 89.04 CASTLEWOOD SCHOOL DISTRICT CB FACILITY USE FEE 677.33;CENTURY BUSINESS PRODUCTS, INC COPIER MAINTENANCE CONTRACT 134.35;CHILSON, GINA SPEECH MILEAGE TO STAFF 178.92;CHRISTENSEN, BRICE FISCAL MILEAGE TO STAFF 50.12;DAKTECH, INC. TECHNOLOGY - MAINTENANCE 87.87;HAMLIN SCHOOL DISTRICT CB FACILITY USE FEE 873.76;NESC IMPREST REIMBURSE IMPREST 1,196.96;NESC PAYROLL CLEARING NOVEMBER 2015 PAYROLL 238,898.92;OTTER TAIL POWER CO. ELECTRICITY 302.55 REINHILLER, LISA ESA/ED SPEC TRAVEL 197.00;SHIRLEY, LINDA ED SPEC TRAVEL 1,670.04;TOWN OF HAYTI WATER AND SEWER 29.78;WEBSTER SCHOOL DISTRICT CB FACILITY USE FEE 406.40;WENZ, MELODY SPEECH MILEAGE TO STAFF 34.44;WIESE, RITA SPEECH MILEAGE TO STAFF 37.38;WILLIAM G. NEALE, CPA FY 2015 AUDIT 7,400.00

FUND TOTAL: \$273,489.62

Old Business

November 4, 2015 Advisory Board meeting minutes

Director Aberle reviewed the November Advisory Board minutes.

Job Descriptions

Action #16033 Motion by D. Lutkemeier, second by T. Hlavacek to update job descriptions for Center Base Classroom Teacher, Center Base Paraprofessionals, Education Specialist, and School Nurse as presented. All present voting in favor, motion carried.

New Business

Funding/Assessment Formula

Director Aberle gave a first reading of the NESC funding/assessment formula. There were no changes to the formula, but it was noted that the amounts under the 50/50 assessment and core services assessment should be looked at the next time the formula is up for review.

Contracting Services for Sisseton

Action #16034 Motion by J. Homola, second by G. Koerlin to contract NESC services to Sisseton at Enemy Swim Day School.
Action #16035 Motion by M. Murphy, second by D. Lutkemeier to amend the motion to: Allow NESC to contract services to Sisseton at Enemy Swim Day School provided no additional staff will be needed, and that the agreement will be reevaluated July 1 of every year. All present voting in favor, motion carried.

Service	Rate
Early Childhood	\$41.00 /hour
School Psychologist	\$46.00 /hour
Speech Language Pathologist	\$46.00 /hour
Physical Therapist	\$50.00 /hour
Occupational Therapist	\$60.00 /hour

501(c)(3) Designation

Action #16036 Motion by C. Akin, second by C. Knutson to move forward in looking into a 501(c)(3) designation for NESC. Motion was amended by C. Akin and C. Knutson to table this item until next month. 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 #16037 With there being no further business, motion by J. Homola, 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, December 21, 2015 at 7:00 P.M.

Debbe Koenecke, President

Brice Christensen, Business Manager