

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, December 21, 2015

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday December 21 at Lake Area Technical Institute in Watertown, SD. The meeting was called to order by President Koenecke at 7:00 P.M. and adjourned at 7:34 P.M.

Members present:

Martin Murphy, Arlington; Cory Akin, Castlewood; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Tom Landsman, Elkton; Ron Gorder, Estelline; Tracy Hlavack, Florence; Joe Homola, Hamlin; Dave Fuller, Henry; Joyce Carlson, Lake Preston; Gloria Koerlin, Sioux Valley; Sandy Hinze, Waubay; Jeff Buchholz, Waverly/South Shore; Denise Lutkemeier, Wilmot

Absent:

Kurt Zuehlke, Britton-Hecla; Trudi Gaikowski, Clark; Janel Williams, Enemy Swim Day School; Jared Engebretson, Grant-Deuel; Greg Schortzmann, Iroquois; Hailey Peterson, Rosholt; Corrie Quale, Summit; Jamie Reetz, Webster; Paula Warkenthien, Willow Lake

Others Attending:

NESC Staff Representatives: None present.

Member District Superintendents: 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 #16038 Motion by D. Lutkemeier, second by C. Knutson, to approve the agenda as presented. All present voting in favor, motion carried.

Introduction of Guests

Jim Block was introduced as a guest.

Financial Report

Action #16039 Motion by D. Fuller, second by G. Koerlin, to approve the financial report for the period ending November 2015. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
Cash Balance			
November 1, 2015	\$186,539.54	\$515,893.20	\$17,824.63
Receipts:			
Local Sources	\$6,844.08	\$204,953.17	\$2.81
State Sources	\$20,100.00	\$34,068.84	
Federal Sources	\$15,739.00	\$131,670.00	
Other	\$2,073.05	\$224.00	\$2,424.65
<u>Total Monthly Receipts</u>	<u>\$44,756.13</u>	<u>\$370,916.01</u>	<u>\$2,427.46</u>
Total Gross Receipts	\$231,295.67	\$886,809.21	\$20,252.09
Less Salaries	\$21,703.13	\$34,590.70	
Less Disbursements	\$11,561.80	\$238,898.92	\$6,105.08
<u>Total Salaries & Disbursements</u>	<u>\$33,264.93</u>	<u>\$273,489.62</u>	<u>\$6,105.08</u>
Ending Cash Balance			
November 30, 2015	\$198,030.74	\$613,319.59	\$14,147.01

Consent Agenda

Action #16040 Motion by J. Homola, second by R. Gorder, to approve the following items on the Consent Agenda: 5a) Approval of November 16, 2015 Board of Directors minutes; 5b) Approval of payment of December 2015 claims; 5c) Approval of contract – Kristine Harms, ESA 1; \$17,500.00; 70 days; 5d) Approval of work agreement – Lucy Vandersnick, Hamlin Center Base paraprofessional; \$13.00 per hour; 5e) Approval of contractor agreement – Randy Cantrell, Hamlin Center Base transporter; \$10.00 per hour. All present voted in favor, motion carried.

December 2015 Accounts Payable

GENERAL FUND: BERNER'S DAKOTA CLUTCH & TRANSMISSION FLEET MAINT 2,435.00;BMO MASTERCARD CONTRACTED THERAPY, TRAVEL,SPLYS, PHONE 1,683.46;BND TOWING FLEET MAINT 406.00;BUNKER AUTO, INC. FLEET MAINT 129.00 CAMSE/BHSU SD COUNTS PURCHASED SERVICES -CAMSE 21,603.00;CENEX FLEETCARD FLEET MAINT & GASOLINE 4,353.47;CENTURY BUSINESS PRODUCTS, INC COPIER MAINTENANCE CONTRACT 263.32;CHRISTENSEN, BRICE FISCAL MILEAGE TO STAFF 2.71;CHURCHILL,MANOLIS,FREEMAN,KLUDT,SHELTON LEGAL- SCHOOL MATTERS 332.76;DELYLE'S SOUTH 81 SERVICE, INC. FLEET MAINT 469.59;DUST TEX SERVICE, INC. RUG RENTAL 6.42;HAMLIN COUNTY FARMERS COOP GASOLINE 627.60;HARMS, KRISTINE ESA TRAVEL 311.64;NESC IMPREST REIMBURSE IMPREST 1,791.87;NESC PAYROLL CLEARING DECEMBER 2015 PAYROLL 21,716.40 NORTHLAND AUTO CENTER FLEET MAINT 645.23;OTTER TAIL POWER CO. ELECTRICITY - O&M 367.96;PALMLUND AUTOMOTIVE FLEET MAINT 36.86;PROFESSIONAL SECURITY DRUG AND ALCOHOL POOL 1,264.00;RIDER, DIANNE MEDICATION ADMIN CLASS 720.00 TOWN OF HAYTI WATER & SEWER - O&M 5.72;W.W. TIRE SERVICE FLEET MAINT 263.75

FUND TOTAL: \$59,435.76

SPECIAL EDUCATION FUND: BAYMONT INN ED SPEC TRAVEL 50.00;BMO MASTERCARD CONTRACTED THERAPY, TRAVEL, SPLYS, PHONE 12,641.36;BRITTON-HECLA SCHOOL DISTRICT BIRTH TO 3 PAYMENT TO SCHOOL 223.24;CASTLEWOOD SCHOOL DISTRICT CB FACILITY USE FEE 1,661.82;CENTURY BUSINESS PRODUCTS, INC COPIER MAINTENANCE CONTRACT 182.08;CHILSON, GINA SPEECH MILEAGE TO STAFF 117.60;CHRISTENSEN, BRICE FISCAL MILEAGE TO STAFF 33.41;CLARK SCHOOL DISTRICT BIRTH TO 3 PAYMENT TO SCHOOL 72.95;DEUBROOK SCHOOL DISTRICT BIRTH TO 3 PAYMENT TO SCHOOL 344.73;DUST TEX SERVICE, INC. RUG RENTAL 33.44 ELKTON SCHOOL DISTRICT BIRTH TO 3 PAYMENT TO SCHOOL 667.28;ESTELLINE SCHOOL DISTRICT BIRTH TO 3 PAYMENT TO SCHOOL 1,906.71;HAMLIN SCHOOL DISTRICT CB FACILITY USE FEE 2,497.39;IROQUOIS SCHOOL DISTRICT BIRTH TO 3 PAYMENT TO SCHOOL 396.94;LAKE PRESTON SCHOOL DISTRICT BIRTH TO 3 PAYMENT TO SCHOOL 309.51; CB MILEAGE TO PARENT 100.80;NESC IMPREST REIMBURSE IMPREST 1,339.32;NESC PAYROLL CLEARING DECEMBER 2015 PAYROLL 237,518.34;OTTER TAIL POWER CO. ELECTRICITY - O&M 70.61;ROSHOLT SCHOOL DISTRICT BIRTH TO 3 PAYMENT TO SCHOOL 3,127.19;SHIRLEY, LINDA ED SPEC TRAVEL/MILEAGE TO

STAFF 592.50; SIOUX VALLEY SCHOOL DISTRICT BIRTH TO 3 PAYMENT TO SCHOOL 854.40; SUMMIT SCHOOL DISTRICT BIRTH TO 3 PAYMENT TO SCHOOL 664.19; TOWN OF HAYTI WATER & SEWER - O&M 29.78; WAUBAY SCHOOL DISTRICT BIRTH TO 3 PART C 346.91; WAVERLY SCHOOL DISTRICT BIRTH TO 3 PAYMENT TO SCHOOL 1,805.85; WEBSTER SCHOOL DISTRICT CB FACILITY USE FEE 2,473.07; WHIPKEY, SARAH OT SUPPLIES REIMBURSEMENT 40.00; WIESE, RITA SPEECH MILEAGE TO STAFF 13.02

FUND TOTAL: \$270,114.44

Discussion Items

Director Evaluation

Director evaluation forms were handed out. Forms can be returned to Denise by January 14.

Business Manager Evaluation

Business Manager evaluation forms were handed out. Forms can be returned to Denise by January 14.

Steering/Negotiations Committee Meeting – January 18, 2016 – 5:35 p.m.

A steering committee meeting will be held before the January 2016 Board of Director's meeting at 5:35 p.m.

Big Stone City joining NESC

Director Aberle shared that Big Stone City has indicated that they would like to join NESC.

501(c)3 Designation

Business Manager Christensen shared additional information regarding the process of applying for a 501(c)3 designation. At this time he suggested that NESC does not move any further, but would be willing to revisit the topic any time in the future.

Action Items

Funding/Assessment Formula – By Law – 5.2

Action #16041 Motion by D. Lutkemeier, second by T. Hlavacek to adopt the fund/assessment formula-by law – 5.2 as presented. All present voting in favor, motion carried.

February Board Meeting Location – HyVee Club Room

Action #16042 Motion by C. Knutson, second by C. Akin to change the February board meeting location to the HyVee Club Room. 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.

Executive Session

Action #16043 Pursuant to SDCL 1-25-2(1) Motion by R. Gorder, second by C. Knutson to enter executive session at 7:30 to discuss personnel. All present voting in favor, motion carried.

President Koenecke declared the board out of executive session at 7:34. No action was taken.

Adjournment

Action #16044 With there being no further business, motion by G. Koerlin, second by C. Akin, to adjourn. All present voting in favor, motion carried.

The next NESC Board of Directors meeting will be held at HyVee in Watertown, SD on Monday, January 18, 2016 at 7:00 P.M.

Debbe Koenecke, President

Brice Christensen, Business Manager