

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, February 15, 2016

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday February 15 at HyVee in Watertown, SD. The meeting was called to order by President Pro-Tem Knutson at 7:01 P.M. and adjourned at 7:39 P.M.

Members present:

Martin Murphy, Arlington; Cory Akin, Castlewood; Trudi Gaikowski, Clark; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Arend Schuurman, Elkton; Tracy Hlavack, Florence; Joe Homola, Hamlin; Dave Fuller, Henry; Joyce Carlson, Lake Preston; Hailey Peterson, Rosholt; Corrie Quale, Summit; Sandy Hinze, Waubay; Jeff Buchholz, Waverly/South Shore; Jamie Reetz, Webster; Paula Warkenthien, Willow Lake; John Raymond, Wilmot

Absent:

Kurt Zuehlke, Britton-Hecla; Debbe Koenecke, Deuel; Janel Williams, Enemy Swim Day School; Ron Gorder, Estelline; Jared Engebretson, Grant-Deuel; Greg Schortzmann, Iroquois; Gloria Koerlin, Sioux Valley

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

Nominate President Pro-Tem

C. Knutson was nominated by J. Homola, and seconded by N. Koehlmoos as President Pro-Tem.

Call to Order

President Pro-Tem Knutson called the meeting to order at 7:01 P.M.

Agenda review, changes, and approval

*Action #16053* Motion by H. Peterson, second by C. Akin, to approve the agenda as with the following changes: Action items 7a) and 7b) were moved to the discussion items. All present voting in favor, motion carried.

Introduction of Guests

Jim Block was introduced as a guest.

Financial Report

*Action #16054* Motion by J. Reetz, second by J. Carlson, to approve the financial report for the period ending January 2016. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
<b>Cash Balance</b>			
<b>January 1, 2016</b>	<b>\$162,168.02</b>	<b>\$621,897.52</b>	<b>\$15,493.99</b>
<b>Receipts:</b>			
Local Sources	\$4,800.10	\$149,954.14	\$2.38
State Sources		\$39,190.19	
Federal Sources	\$39,797.00	\$131,670.00	
Other	\$39.20	\$130.48	\$1,636.79
<u>Total Monthly Receipts</u>	<u>\$44,636.30</u>	<u>\$320,944.81</u>	<u>\$1,639.17</u>
Total Gross Receipts	\$206,804.32	\$942,842.33	\$17,133.16
Less Salaries	\$21,275.85	\$234,680.05	
Less Disbursements	\$6,608.36	\$39,663.16	\$1,926.75
<u>Total Salaries &amp; Disbursements</u>	<u>\$27,884.21</u>	<u>\$274,343.21</u>	<u>\$1,926.75</u>
<b>Ending Cash Balance</b>			
<b>January 31, 2016</b>	<b>\$178,920.11</b>	<b>\$668,499.12</b>	<b>\$15,206.41</b>

#### Consent Agenda

*Action #16055* Motion by J. Raymond, second by D. Fuller, to approve the following items on the Consent Agenda: 5a) Approval of January 18, 2016 Board of Directors minutes; 5b) Approval of payment of February 2016 claims. All present voted in favor, motion carried.

#### February 2016 Accounts Payable

**GENERAL FUND:** BMO MASTERCARD SUPPLIES, PURCH SVCS, TRAVEL,PHONE 579.52;BRITTON-HECLA SCHOOL DISTRICT SPEECH MILEAGE TO SCHOOL/APEX REFUND 250.00;CENEX FLEETCARD FLEET MAINT & GASOLINE 3,626.34;CENTURY BUSINESS PRODUCTS, INC COPIER MAINTENANCE CONTRACT 168.40;CHRISTENSEN, BRICE FISCAL MILEAGE TO STAFF 2.71;DELYLE'S SOUTH 81 SERVICE, INC. FLEET MAINT 940.73;DON'S BODY SHOP FLEET MAINT 280.00;DUST TEX SERVICE, INC. RUG RENTAL 6.42;HAMLIN COUNTY FARMERS COOP FLEET MAINT & GASOLINE 752.80;HARMS, KRISTINE ESA MILEAGE/TRAVEL 576.16;JOHNSON AUTOMOTIVE FLEET MAINT 284.95 NESC IMPREST REIMBURSE IMPREST 128.05;NESC PAYROLL CLEARING FEBRUARY 2016 PAYROLL 21,268.45;NESC SPECIAL REVENUE PROJECTS QUARTER 2 EXPENSED MILEAGE 5,109.20;NORTHLAND AUTO CENTER FLEET MAINT 253.72;OTTER TAIL POWER CO ELECTRICITY - O&M 78.17;PALMLUND AUTOMOTIVE FLEET MAINT 24.99;S & S AUTO FLEET MAINT 24.00;SD FEDERAL PROPERTY AGENCY VEHICLE PURCHASE 38,300.00;TOWN OF HAYTI WATER AND SEWER - O&M 5.72;W.W. TIRE SERVICE FLEET MAINT 370.65

**FUND TOTAL: \$72,030.98**

**SPECIAL EDUCATION FUND:** BMO MASTERCARD SUPPLIES, PURCH SVCS, TRAVEL,PHONE 19,248.38;BRITTON-HECLA SCHOOL DISTRICT SPEECH MILEAGE TO SCHOOL/APEX REFUND 43.68;CASTLEWOOD SCHOOL DISTRICT JANUARY CB USE FEE 677.33 CENTURY BUSINESS PRODUCTS, INC COPIER MAINTENANCE CONTRACT 97.50;CHILSON, GINA SPEECH MILEAGE TO STAFF 153.72 CHRISTENSEN, BRICE FISCAL MILEAGE TO STAFF 33.41;DUST TEX SERVICE, INC. RUG RENTAL 33.44;HAMLIN SCHOOL DISTRICT JANUARY CB USE FEE 1,083.73;KASTRUP, ALYSHA SPEECH MILEAGE TO STAFF 71.40;KELLER-KNUDSON, CHERYL SPEECH MILEAGE TO STAFF 34.44; CB MILEAGE TO PARENT 95.76;NESC IMPREST REIMBURSE IMPREST 1,006.91;NESC PAYROLL CLEARING FEBRUARY 2016 PAYROLL 239,067.44;NESC SPECIAL REVENUE PROJECTS QUARTER 2 EXPENSED MILEAGE 66,479.99;OTTER TAIL POWER CO. ELECTRICITY - O&M 407.35;SHIRLEY, LINDA ED SPEC MILEAGE/TRAVEL 528.62;STOEL, AMY SPEECH MILEAGE TO STAFF 37.80 TOWN OF HAYTI WATER AND SEWER - O&M 29.78;WEBSTER SCHOOL DISTRICT JANUARY CB USE FEE 406.40 WENZ, MELODY SPEECH MILEAGE TO STAFF 18.90

**FUND TOTAL: \$329,555.98**

Discussion Items

February 10, 2016 Advisory Board Minutes

No advisory board meeting was held for the month of February.

Big Stone City joining NESC

Director Aberle shared that Big Stone City is likely making a decision at their board meeting on 2/15/16, and that there will likely be action at the March 2016 Board meeting.

Revised Job Descriptions

No advisory board meeting was held, so the revised job descriptions for Director, Assistant Director, Business Manager, Administrative Assistant, and Region 1 ESA Education Specialist will be approved next month.

Northern Plains Health Insurance Pool; moving from fully insured to self-funded

Business Manager Christensen spoke about the impacts of the Northern Plains Insurance Pool moving from fully insured to self-funded. There will be a formal vote for the pool on March 23, 2016. Business Manager Christensen suggested that everyone review the material that was included in the packet, and take action on the NESC vote during the March Board meeting.

Action Items

Set ESY rates for summer 2016

*Action #16056* Motion by T. Hlavacek, second by J. Homola to set the summer 2016 ESY rates as presented. All present voting in favor, motion carried.

	NESC Para	Certified Staff (Early Childhood Teacher, Speech Language Pathologist, Resource Room Teacher, Center Base Teacher	Other Non-Certified Staff (Such as a paraprofessional)
2016 Rate	2015-16 Hourly Rate	Based on 2015-16 contract salary; divided by # of day contract; divided by 8 hours per day to determine hourly rate.  If certified staff does not work for either NESC or NESC District, it would be \$25.25 per hour.	\$12.90 per hour

Executive Session

*Action #16057* Pursuant to SDCL 1-25-2(1) Motion by N. Koehlmoos, second by J. Homola to enter executive session at 7:36 to discuss personnel. All present voting in favor, motion carried.

President Pro-Tem Knutson declared the board out of executive session at 7:38.

*Action #16058* Motion by C. Akin, second by A. Schuurman to offer contract to Assistant Director Frewing for the 2016-2017 school year. 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 #16059* With there being no further business, motion by J. Homola, second by H. Peterson, to adjourn. All present voting in favor, motion carried.

The next NESC Board of Directors meeting will be held at Lake Area Tech in Watertown, SD on Monday, March 21, 2016 at 7:00 P.M.

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**Carie Knutson, President Pro-Tem**

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**Brice Christensen, Business Manager**