

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, April 18, 2016

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday April 18, 2016 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; Trudi Gaikowski, Clark; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Arend Schuurman, Elkton; Janel Williams, Enemy Swim Day School; Joe Homola, Hamlin; Dave Fuller, Henry; Joyce Carlson, Lake Preston; Gloria Koerlin, Sioux Valley; Hailey Peterson, Rosholt; Sandy Hinze, Waubay; Jeff Buchholz, Waverly/South Shore; Paula Warkenthien, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Kurt Zuehlke, Britton-Hecla; Cory Akin, Castlewood; Ron Gorder, Estelline; Tracy Hlavack, Florence; Jared Engebretson, Grant-Deuel; Greg Schortzmann, Iroquois; Corrie Quale, Summit; Jamie Reetz, Webster

Others Attending:

NESC Staff Representatives: None present.

Member District Superintendents: Brian Jandahl, Elkton

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 #16071 Motion by J. Homola, second by G. Koerlin, to approve the agenda with the following changes: 5c) Approval of contract amendment, Wendi Lindner – Early Childhood services up to five days, \$254.96 per day; 5d) Approval of work agreement, Peggy Stoks – paraprofessional, Webster Center Base; \$12.90 per hour; 6b) Fiscal agent for Northern Plains Health Insurance Pool; 6c; 7b) moving to 6c); 6d) Contracting speech language services to the Huron School District; 7k) Accept Ann Dolney's resignation (after executive session). All present voting in favor, motion carried.

Introduction of Guests

Brian Jandahl was introduced as a guest.

Financial Report

Action #16072 Motion by D. Fuller, second by J. Carlson, to approve the financial report for the period ending March 2016. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
Cash Balance			
March 1, 2016	\$191,793.61	\$627,800.27	\$15,823.64
Receipts:			
Local Sources	\$9,483.67	\$153,869.14	\$1.94
State Sources		\$6,643.09	
Federal Sources		\$340,966.00	
Other	\$47.04		\$854.79
Total Monthly Receipts	\$9,530.71	\$501,478.23	\$856.73
Total Gross Receipts	\$201,324.32	\$1,129,278.50	\$16,680.37
Less Salaries	\$21,239.43	\$238,617.47	
Less Disbursements	\$9,683.10	\$34,868.31	\$1,853.82
Total Salaries & Disbursements	\$30,922.53	\$273,485.78	\$1,853.82
Ending Cash Balance			
March 31, 2016	\$170,401.79	\$855,792.72	\$14,826.55

Consent Agenda

Action #16073 Motion by G. Koerlin, second by C. Knutson, to approve the following items on the Consent Agenda: 5a) Approval of March 21, 2016 Board of Directors minutes; 5b) Approval of payment of April 2016 claims; 5c) Approval of contract amendment, Wendi Lindner – Early Childhood services, up to five days, \$254.96 per day; 5d) Approval of work agreement, Peggy Stoks – paraprofessional, Webster Center Base, \$12.90 per hour. All present voted in favor, motion carried.

April 2016 Accounts Payable

GENERAL FUND: AAA PURE WATER O&M - WATER FILTER CHANGE 14.41;APEX LEARNING APEX SEAT 125.00;BMO MASTERCARD PURCH SVCS, SPLYS, TRAVEL,PHONE 487.51;BND TOWING MAINT 158.00;CENEX FLEETCARD MAINT & GASOLINE 4,088.19;CENTURY BUSINESS PRODUCTS, INC COPIER MAINTENANCE CONTRACT 176.89;CHRISTENSEN, BRICE FISCAL MILEAGE TO STAFF 4.06;CPI RENEWAL/NEW CERTIFICATION 4,009.00;CRAIG BASS SANITARY SERVICE O&M - MARCH GARBAGE SERVICE 20.77;DELYLE'S SOUTH 81 SERVICE, INC. MAINT 1,062.12;DUST TEX SERVICE, INC. O&M - RUG RENTAL 6.42;FRITZ CHEVROLET, INC MAINT 117.40;HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 767.36;HARMS, KRISTINE ESA MILEAGE TO STAFF 266.28;NESC IMPREST REIMBURSE IMPREST 37.47 NESC PAYROLL CLEARING APRIL 2016 PAYROLL 21,879.10;NESC SPECIAL REVENUE PROJECTS QUARTER 3 EXPENSED MILEAGE 6,590.98 NORTHLAND AUTO CENTER MAINT 96.46;OFFICE PEEPS, INC. O&M - FILE CABINET REPAIR 12.88;OTTER TAIL POWER CO. O&M - MARCH ELECTRICITY 71.49;PALMLUND AUTOMOTIVE MAINT 31.87;S & S AUTO MAINT 30.00;SW/WC SERVICE COOPERATIVE ADMIN/FISCAL SSPLYS & BEHAVIOR CONF REG 64.31;TOWN OF HAYTI O&M - WATER & SEWER 5.72;W.W. TIRE SERVICE MAINT 1,063.67;WEBSTER AUTO CARE MAINT 35.82

FUND TOTAL: \$41,223.18

SPECIAL EDUCATION FUND: AAA PURE WATER O&M - WATER FILTER CHANGE 75.09;BMO MASTERCARD PURCH SVCS, SPLYS, TRAVEL, PHONE 20,831.19;BRITTON-HECLA SCHOOL DISTRICT SPEECH MILEAGE 83.16;CASTLEWOOD SCHOOL DISTRICT CB FACILITY USE FEE 677.33;CENTURY BUSINESS PRODUCTS, INC COPIER MAINTENANCE CONTRACT 125.81;CHILSON, GINA SPEECH MILEAGE TO STAFF 159.18;CHRISTENSEN, BRICE FISCAL MILEAGE TO STAFF 50.12;CRAIG BASS SANITARY SERVICE O&M - MARCH GARBAGE SERVICE 108.23;DUST TEX SERVICE, INC. O&M - RUG RENTAL 33.44;HAMLIN SCHOOL DISTRICT CB FACILITY USE FEE 1,083.73

MIDWEST MEDICAL SERVICE, INC. CB SUPPLIES 91.50;MITCHELL TECHNICAL INSTITUTE SPEECH CONF REG 50.00;NESC IMPREST REIMBURSE IMPREST 104.45;NESC PAYROLL CLEARING APRIL 2016 PAYROLL 236,436.28;NESC SPECIAL REVENUE PROJECTS QUARTER 3 EXPENSED MILEAGE 70,632.82;OFFICE PEEPS, INC. O&M - FILE CABINET REPAIR 67.12;OTTER TAIL POWER CO. O&M - MARCH ELECTRICITY 372.54;SIOUX VALLEY SCHOOL DISTRICT IDEA 611 PRIVATE SCHOOL EXPENSES 1,794.00;SW/WC SERVICE COOPERATIVE ADMIN/FISCAL SSPLYS & BEHAVIOR CONF REG 1,043.12;TOWN OF HAYTI O&M - WATER & SEWER 29.78;WEBSTER SCHOOL DISTRICT CB FACILITY USE FEE 406.40;WIESE, RITA SPEECH MILEAGE TO STAFF 46.20;WIESNER, JAMIE SPEECH MILEAGE TO STAFF 42.42
FUND TOTAL: \$334,343.91

Discussion Items

April 6, 2016 Advisory Board Minutes

Director Aberle reviewed the April 6, 2016 Advisory Board minutes.

Fiscal Agent for NPIP

Business Manager Christensen shared that the funds for the Northern Plain Insurance Pool have been moved to an NESC bank account and that NESC has begun serving as fiscal agent.

Delta Dental and Sanford Health Insurance Rates for 2016-2017

Business Manager Christensen shared that the health insurance rates are set to increase by 11% for the 2016-2017 year. There is no information on Delta Dental yet. Action will be taken to accept rates at the May 2016 Board of Directors meeting.

Contracting Speech Language Services to the Huron School District

Director Aberle shared information about a request from Huron to have either NESC or Huron employ a Speech Language Pathologist at .8 FTE and contract .4 FTE to the other entity. This individual currently works .4 FTE for each district, and is not allowed to receive state retirement per SDRS rules. More information will be needed before this item is closed.

Action Items

Set Final Center Base tuition rates for 2015-2016

Action #16074 Motion by J. Homola, second by T. Gaikowski to set the final Center Base tuition rates as presented. All present voting in favor, motion carried.

Base Rate	\$1,814.96
1 st Placement	\$2,450.20
2 nd Placement	\$1,488.27
3 rd Placement	\$1,315.85

Executive Session

Action #16075 Pursuant to SDCL 1-25-2(1) and SDCL 1-25-2(4) Motion by C. Knutson, second by A. Schuurman to enter into executive session at 7:36 to discuss personnel and negotiations. All present voting in favor, motion carried.

President Koenecke declared the board out of executive session at 7:48.

Action #16076 Motion by G. Koerlin, second by J. Buchholz to offer contracts to ESY employees with an issue date of May 2 and return date of May 6. All present voting in favor, motion carried.

Action #16077 Motion by A. Schuurman, second by J. Homola to offer contracts to Unit 1 and 2 employees with an issue date of May 2 and return date of May 16. All present voting in favor, motion carried.

Action #16078 Motion by J. Homola, second by T. Gaikowski to set salary and offer contracts to paraprofessionals and office staff for FY17 with a 4% increase in hourly wage – Issue date of May 2 and return date of May 16. All present voting in favor, motion carried.

Action #16079 Motion by G. Koerlin, second by J. Carlson to set Director salary for FY17 with a 4% increase. All present voting in favor, motion carried.

Action # 16080 Motion by D. Fuller, second by N. Koehlmoos to set Business Manager salary for FY17 with a 4% increase, and to add \$100 per month for supplemental retirement contingent on NESC being fiscal agent for the NPIP. All present voting in favor, motion carried.

Action #16081 Motion by J. Homola, second by A. Schuurman to set Assistant Director salary for FY17 with a 4% increase. All present voting in favor, motion carried.

Action #16082 Motion by C. Knutson, second by D. Lutkemeier to accept the resignation of Ann Dolney, paraprofessional. All present voting in favor, motion carried.

FY 2017 Preliminary Budget

Business Manager Christensen presented the Fiscal Year 2017 preliminary NESC budget.

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Aberle gave his monthly report.

Adjournment

Action #16083 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, May 16, 2016 at 7:00 P.M.

Debbe Koenecke, President

Brice Christensen, Business Manager