

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, May 16, 2016

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday May 16, 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 8:28 P.M.

Members present:

Martin Murphy, Arlington; Cory Akin, Castlewood; Trudi Gaikowski, Clark; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Arend Schuurman, Elkton; Tracy Hlavack, Florence; Joe Homola, Hamlin; Dave Fuller, Henry; Joyce Carlson, Lake Preston; Gloria Koerlin, Sioux Valley; Hailey Peterson, Rosholt; Sandy Hinze, Waubay; Denise Lutkemeier, Wilmot

Absent:

Kurt Zuehlke, Britton-Hecla; Janel Williams, Enemy Swim Day School; Ron Gorder, Estelline; Jared Engebretson, Grant-Deuel; Greg Schortzmann, Iroquois; Corrie Quale, Summit; Jeff Buchholz, Waverly/South Shore; Jamie Reetz, Webster; Paula Warkenthien, Willow Lake

Others Attending:

NESC Staff Representatives: None present.

Member District Superintendents: Brian Jandahl, Elkton; 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 #16084 Motion by C. Knutson, second by T. Hlavacek, to approve the agenda with the following changes: 5d) Approval of contract amendment - Cheryl Keller-Knudson, SLP; up to 7 days @ \$362.99 per day; 5e) Approval of contract amendment – Christy Busskohl, SLP; up to 4.5 days @ \$302.86 per day; 5f) Approval of Unit 1 Negotiated Agreement; 6f) Academic Evaluator. All present voting in favor, motion carried.

Introduction of Guests

Brian Jandahl and Jim Block were introduced as a guest.

Financial Report

Action #16085 Motion by D. Lutkemeier, second by G. Koerlin, to approve the financial report for the period ending April 2016. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>	<u>Enterprise Fund (NPIP)</u>
Cash Balance				
April 1, 2016	\$170,401.79	\$855,792.72	\$14,826.55	\$0.00
<u>Receipts:</u>				
Local Sources	\$82,367.36	\$152,023.35	\$2.55	\$592,568.55
State Sources	\$19,200.00	\$5,411.59		
Federal Sources		\$103,932.00		
Other	\$400.00		\$784.71	
Total Monthly Receipts	\$101,967.36	\$261,366.94	\$787.26	\$592,568.55
Total Gross Receipts	\$272,369.15	\$1,117,159.66	\$15,613.81	\$592,568.55
 Less Salaries	 \$21,879.10	 \$236,436.28		
Less Disbursements	\$19,344.08	\$97,907.63	\$4,754.02	
<u>Total Salaries & Disbursements</u>	<u>\$41,223.18</u>	<u>\$334,343.91</u>	<u>\$4,754.02</u>	<u>\$0.00</u>
Ending Cash Balance				
April 30, 2016	\$231,145.97	\$782,815.75	\$10,859.79	\$592,568.55

Consent Agenda

Action #16086 Motion by J. Homola, second by C. Akin, to approve the following items on the Consent Agenda: 5a) Approval of April 18, 2016 Board of Directors minutes; 5b) Approval of payment of May 2016 claims; 5c) Approval of contracts – Office staff, Unit 1, Unit 2, Paraprofessionals, ESY, and Administration; 5d) Approval of contract amendment – Cheryl Keller-Knudson, SLP, up to 7 days @ 362.99 per day; 5e) Approval of contract amendment – Christy Busskohl, SLP, up to 4.5 days @ 302.86 per day; 5f) Approval of Unit 1 Negotiated Agreement. All present voted in favor, motion carried.

May 2016 Accounts Payable

GENERAL FUND: BLACK HILLS STATE UNIVERSITY SDC- PURCHASED SERVICES 5,205.00;BMO MASTERCARD PURCH SVCS, SPLYS, TRAVEL,PHONE 865.77;BND TOWING MAINT 150.00;CENEX FLEETCARD MAINT & GASOLINE 4,532.52;CENTURY BUSINESS PRODUCTS, INC COPIER MAINTENANCE CONTRACT 130.77;CHRISTENSEN, BRICE FISCAL - MILEAGE/TRAVEL 4.36;DELYLE'S SOUTH 81 SERVICE, INC. MAINT 785.35;DUST TEX SERVICE, INC. O&M - APRIL RUG RENTAL 6.42;HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 863.10;NESC IMPREST REIMBURSE IMPREST 52.00;NESC PAYROLL CLEARING MAY 2016 PAYROLL 20,622.05;OTTER TAIL POWER CO. O&M - APRIL ELECTRICITY 56.46;RON'S AUTO REPAIR MAINT 262.08;STEVE'S TIRE & SERVICE MAINT 78.61;TOWN OF HAYTI O&M - WATER AND SEWER 5.72;W.W. TIRE SERVICE MAINT 459.44

FUND TOTAL: \$34,079.65

SPECIAL EDUCATION FUND: AMERICAN PT ASSOCIATION PT DUES AND FEES 455.00;BMO MASTERCARD PURCH SVCS, SPLYS, TRAVEL,PHONE 24,318.42;BRITTON-HECLA SCHOOL DISTRICT SPEECH MILEAGE TO SCHOOL 32.76;CASTLEWOOD SCHOOL DISTRICT CB FACILITY USE FEE 677.33;CENTURY BUSINESS PRODUCTS, INC COPIER MAINTENANCE CONTRACT 126.38;CHILSON, GINA SPEECH MILEAGE TO STAFF 166.74;CHRISTENSEN, BRICE FISCAL - MILEAGE/TRAVEL 53.76;DUST TEX SERVICE, INC. O&M - APRIL RUG RENTAL 33.44;HAMLIN SCHOOL DISTRICT CB FACILITY USE FEE 955.04;HOLDEN, KARI PT CONF TRAVEL - AIRFARE 162.20 MILLER, DANA CB MILEAGE TO PARENT 297.36;NESC IMPREST REIMBURSE IMPREST 2,153.39;NESC PAYROLL CLEARING MAY 2016 PAYROLL 242,108.23;OTTER TAIL POWER CO. O&M - APRIL ELECTRICITY 294.22;SECTION ON PEDIATRICS, APTA PT CONF REGISTRATION 275.00;TOWN OF HAYTI O&M - WATER AND SEWER 29.78;WEBSTER SCHOOL DISTRICT CB FACILITY USE FEE 406.40 WENZ, MELODY SPEECH MILEAGE TO STAFF 41.16;WIESE, RITA SPEECH MILEAGE TO STAFF 23.94

FUND TOTAL: \$272,610.55

Discussion Items

May 4, 2016 Advisory Board Minutes

Director Aberle reviewed the May 4, 2016 Advisory Board minutes.

Property/Liability and Worker's Compensation Insurance Renewal

Business Manager Christensen presented the FY17 renewal rates for Property/Liability and Worker's Compensation insurance. He has gone out for quotes to see how other companies would compare with the current renewal. The rates will be officially approved at the June 2016 Board of Directors meeting.

FY 17 Preliminary Budget

Business Manager Christensen presented the FY17 preliminary budget.

Overhead for ESA

Business Manager Christensen suggested NESC start charging an overhead rate to revenue on the ESA department. There currently are no overhead fees. Any expense generated would be at the local level, and would not affect the amount the state reimburses per ESA day worked.

Academic Evaluator

Director Aberle presented a plan to use an Early Childhood Educator to do some of the achievement testing currently being done by the Psych department. The plan would add \$3,650.38 to the Early Childhood budget and \$1,657.54 to the Psych budget. There will be action on this item at the June 2016 Board of Directors meeting.

Action Items

Delta Dental Rates For 2016-17

Action #16087 Motion by C. Knutson, second by T. Hlavacek to accept the Delta Dental rates for FY17 at a 2.09% increase. All present voting in favor, motion carried.

Sanford Health Insurance Rates for 2016-17

Action #16088 Motion by J. Homola, second by C. Akin to accept the Sanford health insurance rates for 2016-17 at a 11% increase. All present voting in favor, motion carried.

Summer Office Hours

Action #16089 Motion by G. Koerlin, second by J. Carlson to set the summer office hours (June-July) at Monday-Thursday 7:30-3:30 and Friday 7:30-12:00. 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

No executive session was held.

Adjournment

Action #16090 With there being no further business, motion by C. Knutson, second by T. Hlavacek, 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, June 20, 2016 at 7:00 P.M.

Debbe Koenecke, President

Brice Christensen, Business Manager