

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, September 19, 2016

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, September 19 at Lake Area Technical Institute in Watertown, SD. The meeting was called to order by President Koenecke at 7:01 P.M. and adjourned at 7:49 P.M.

Members present:

Martin Murphy, Arlington; Cory Akin, Castlewood; Trudi Gaikowski, Clark; Barb Asleson, De Smet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Arend Schuurman, Elkton; Tracy Hlavack, Florence; Joe Homola, Hamlin; Dave Fuller, Henry; Jerad Olson, Lake Preston; Hailey Peterson, Rosholt; Corrie Quale, Summit; Sandy Hinze, Waubay; Jeff Buchholz, Waverly/South Shore; Paula Warkenthien, Willow Lake;

Absent:

Kurt Zuehlke, Britton-Hecla; Lois Owens, Enemy Swim Day School; Ron Gorder, Estelline; Jared Engebretson, Grant-Deuel; Greg Schortzmann, Iroquois; Gloria Koerlin, Sioux Valley; Joel Shoemaker, Webster; Denise Lutkemeier, Wilmot

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 7:01 P.M.

Agenda review, changes, and approval

*Action #17016* Motion by J. Homola, second by C. Akin, to approve the agenda with the deletion of 8d) Surplus vehicles. All present voting in favor, motion carried.

Introduction of Guests

Jim Block was introduced as a guest.

Financial Report

*Action #17017* Motion by C. Knutson, second by A. Schuurman, to approve the financial report for the period ending August 31, 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>
<b>Cash Balance</b>				
<b>August 1, 2016</b>	<b>\$218,197.51</b>	<b>\$656,758.97</b>	<b>\$18,768.86</b>	<b>\$574,138.63</b>
<u>Receipts:</u>				
Local Sources	\$14,215.02	\$198,453.72	\$1.65	\$88,633.70
State Sources		\$6,717.05		
Federal Sources				
Other	\$220.00		\$713.52	
<u>Total Monthly Receipts</u>	<u>\$14,435.02</u>	<u>\$205,170.77</u>	<u>\$715.17</u>	<u>\$88,633.70</u>
Total Gross Receipts	\$232,632.53	\$861,929.74	\$18,943.38	\$662,772.33
Less Salaries	\$19,913.05	\$250,778.45		
Less Disbursements	\$82,635.67	\$40,278.41	\$2036.81	\$49,936.28
<u>Total Salaries &amp; Disbursements</u>	<u>\$102,548.72</u>	<u>\$291,056.86</u>	<u>\$2,036.81</u>	<u>\$49,936.28</u>
<b>Ending Cash Balance</b>				
<b>August 31, 2016</b>	<b>\$130,083.81</b>	<b>\$570,872.88</b>	<b>\$16,906.57</b>	<b>\$612,836.05</b>

#### Consent Agenda

*Action #17018* Motion by J. Homola, second by T. Gaikowski, to approve the following items on the Consent Agenda: 6a) Approval of August 15, 2016 Board of Directors minutes; 6b) Approval of payment of September 2016 claims.

#### September 2016 Accounts Payable

**GENERAL FUND:** APEX LEARNING APEX SEATS 1,000.00;ASBSD ADMIN/FISCAL - REGISTRATIONS 54.76;BMO MASTERCARD SUPPLIES, PURCH SVCS, TRAVEL, PHONE 2,410.34;CENEX FLEETCARD MAINT & GASOLINE 2,613.98;CENTURY BUSINESS PRODUCTS, INC COPIER PURCHASE/MAINT AGREEMENT 7,343.04;CHRISTENSEN, BRICE FISCAL MILEAGE 2.67;DELYLE'S SOUTH 81 SERVICE, INC. MAINT 3,748.11;DON'S BODY SHOP MAINT 676.50;DUST TEX SERVICE, INC. O&M - RUG RENTAL 6.42;FRITZ CHEVROLET, INC MAINT 413.21;GISSELBECK, ANITRA BACKGROUND CHECK 7.88;GROON, LINDSEY BACKGROUND CHECK 7.88;HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 777.35;LARSON, BEAU BACKGROUND CHECK 6.40;NESC IMPREST REIMBURSE IMPREST 766.78;NESC PAYROLL CLEARING SEPTEMBER 2016 PAYROLL 20,361.48;NORTHLAND AUTO CENTER MAINT 293.46;OTTER TAIL POWER CO. O&M - ELECTRICITY 215.85;PEDERSEN, SHANE O&M - LAWN CARE 22.54;PS PUBLISHING PARENT RIGHTS BOOKS 62.90;RON'S AUTO REPAIR MAINT 113.90 SD FEDERAL PROPERTY AGENCY VEHICLE PURCHASE 24,700.00;SUPER 8 CHAMBERLAIN ADMIN TRAVEL 26.40;TOWN OF HAYTI O&M - WATER AND SEWER 5.72;W.W. TIRE SERVICE MAINT 116.80;WATERTIGHT INC. O&M - MAINTENANCE 36.23

**FUND TOTAL: \$65,790.60**

**SPECIAL EDUCATION FUND:** ASBSD ADMIN/FISCAL - REGISTRATIONS 315.24;BMO MASTERCARD SUPPLIES, PURCH SVCS, TRAVEL, PHONE 11,148.92;CENTURY BUSINESS PRODUCTS, INC COPIER PURCHASE/MAINT AGREEMENT 80.76;CHILSON, GINA SPEECH MILEAGE TO STAFF 108.36;CHRISTENSEN, BRICE FISCAL MILEAGE 15.39;COUGHLIN, ERICA ESY MILEAGE 2.52;DUST TEX SERVICE, INC. O&M - RUG RENTAL 33.44;GISSELBECK, ANITRA BACKGROUND CHECK 45.37;GROON, LINDSEY BACKGROUND CHECK 45.37;HOLIDAY INN CITY CENTRE EARLY CHILDHOOD TRAVEL 434.97;JOHNSON, ALYSHA SPEECH DUES AND FEES 286.00;LARSON, BEAU BACKGROUND CHECK 36.85; CB MILEAGE TO PARENT 146.16;NASP PSYCH DUES AND FEES 796.00;NESC IMPREST REIMBURSE IMPREST 2,662.33;NESC PAYROLL CLEARING SEPTEMBER 2016 PAYROLL 253,017.82;OTTER TAIL POWER CO. O&M - ELECTRICITY 1,124.86 PEDERSEN, SHANE O&M - LAWN CARE 117.46;PS PUBLISHING PARENT RIGHTS BOOKS 362.10;SUPER 8 CHAMBERLAIN ADMIN TRAVEL 152.00;TOWN OF HAYTI O&M - WATER AND SEWER 29.78;WATERTIGHT INC. O&M - MAINTENANCE 188.77;WENZ, MELODY SPEECH MILEAGE TO STAFF 134.82;WIESE, RITA SPEECH MILEAGE TO STAFF 39.90

**FUND TOTAL: \$271,325.19**

Discussion Items

September 7, 2016 Advisory Board Minutes

Director Aberle reviewed the September 7, 2016 advisory board minutes.

Conflict of Interest Policy

Director Aberle reviewed a draft of an NESC conflict of interest policy. He asked the board to review this month and to have discussion in October.

Action Items

Set rates for SLP and Early Childhood services for Sisseton students served at Enemy Swim FACE

*Action 17019* Motion by A. Schuurman, second by T. Hlavacek to set rates for SLP and EC for services provided to Sisseton students served at Enemy Swim FACE as presented. All present voting in favor, motion carried.

Speech	\$12.00 /unit
Early Childhood	\$12.00 /unit

Approve Van Lease to the Wilmot School District

*Action #17020* Motion by C. Akin, second by J. Homola to lease a spare handicap accessible van to the Wilmot School District for \$750. All present voting in favor, motion carried.

Accept Propane Quote

*Action #17021* Motion by J. Homola, second by C. Knutson to accept the propane quote of \$1.05 per gallon from Hamlin County Farmers Co-operative. 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 #17022* With there being no further business, motion by C. Knutson, second by C. Akin, 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, October 17, 2016 at 7:00 P.M.

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**Debbe Koenecke, President**

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**Brice Christensen, Business Manager**