

December 15, 2016

Hello NESC Board of Directors

Meeting Location:

Our December meeting will be held Monday, December 19, 2016 in Watertown, SD. **The meeting will be held at Lake Area Technical Institute.** The meeting will begin at **7:00 P.M.**

Debbe Koenecke
PRESIDENT
BOARD OF DIRECTORS

Jerry Aberle
DIRECTOR
Jerry.Aberle@k12.sd.us

Tim Frewing
ASSISTANT DIRECTOR
Tim.Frewing@k12.sd.us

Brice Christensen
BUSINESS MANAGER
Brice.Christensen@k12.sd.us

MEMBER DISTRICTS

- Arlington #38-1
- Britton-Hecla #45-4
- Castlewood #28-1
- Clark #12-2
- De Smet #38-2
- Deubrook #5-6
- Deuel #19-4
- Elkton #5-3
- Enemy Swim Day School
- Estelline #28-2
- Florence #14-1
- Grant-Deuel #25-3
- Hamlin #28-3
- Henry #14-2
- Iroquois #2-3
- Lake Preston #38-3
- Rosholt #54-4
- Sioux Valley #5-5
- Summit #54-6
- Waubay #18-3
- Waverly #14-5
- Webster Area #18-5
- Willow Lake #12-3
- Wilmot #54-7

Northeast Educational Services Cooperative

P.O. Box 327 • Hayti, South Dakota 57241
605-783-3607 • Fax 605-783-3259

December 15, 2016

Dear NESC Board Members:

Our December meeting will be held on Monday, December 19, 2016. It will be held in Watertown at LATI in the Manufacturing, Energy, and Transportation Building (Door #9)—Room 802. The meeting begins at 7:00 pm.

Since the creation of the original agenda, I will have two additions to the agenda. They include:

6d. **DOE's study of the educational cooperatives and education agencies report.** DOE was directed by the Joint Appropriations Committee to undertake a review of the educational cooperatives and education service agencies and their role in providing efficiencies and services for public school districts. The review was completed this past summer and the report has now been released.

6e. **Meeting location for February 20, 2016.** LATI is closed this day. HyVee's meeting room is also booked. We will need to find a location for our February meeting.

See you Monday evening at 7:00 pm.

Merry Christmas!!!!

Sincerely yours,

Jerry Aberle

NESC BOARD OF DIRECTORS' MEETING

Proposed Agenda

Date: December 19, 2016

Time: 7:00 P.M.

**Location: Lake Area Technical Institute (LATI)
Manufacturing, Energy, and Transportation Building—Room 802
1201 Arrow Ave NE, Watertown, SD**

1. Call to order
2. Agenda review, changes, and approval
3. Introduction of guests
4. Conflicts of Interest
5. Approval of November 2016 financial report
6. Consent Agenda
 - a. Approval of November 21, 2016 meeting minutes
 - b. Approval of payment of December 2016 budget claims
 - c.
 - d.
 - e.
7. Discussion Items
 - a. Director evaluation
 - b. Business Manager evaluation
 - c. Steering/Negotiations Committee meeting January 16, 2017
 - d.
 - e.
8. Action Items
 - a. Approval of FY 2017 Audit Report
 - b.
 - c.
 - d.
9. Assistant Director's Report
10. Director's Report
11. Executive Session (If needed)
 - a. Personnel—SDCL 1-25-2(1)
 - b. Negotiations—SDCL 1-25-2(4)

AGENDA ITEMS IN RED HAVE BEEN ADDED SINCE THE PROPOSED AGENDA WAS DRAFTED.

AGENDA ITEMS INDICATED BY A ~~STRIKETHROUGH~~ WILL BE DELETED FROM THE PROPOSED AGENDA.

Agenda Explanation

1. Call to order
2. Agenda review, changes, and approval
3. Introduction of guests
4. Conflict of Interest
5. Approval of November 2016 financial report
6. Consent Agenda
 - a. Approval of November 21, 2016 meeting minutes. Please review enclosed minutes.
 - b. Approval of payment of December 2016 budget claims. Please review the enclosed budget claims.
 - c.

7. Discussion Items
 - a. **Director evaluation.** In the past, each board member completes an evaluation. It is then mailed to the vice-president to compile. The evaluation is then reviewed at the January meeting.
 - b. **Business Manager evaluation.** In the past, each board member completes an evaluation. It is then mailed to the vice-president to compile. The evaluation is then reviewed at the January meeting
 - c. **Steering/Negotiations Committee meeting—January 16, 2017.** I am going to recommend we have our first meeting in on January 16, 2017.

8. Action Items
 - a. Approval of FY 2017 audit report. Brice will be presenting the FY 2017 audit report.
 - b.
 - c.

9. Assistant Director's Report

10. Director's Report

11. Executive Session
 - a. Personnel—SDCL 1-25-2(1)
 - b. Negotiations—SDCL 1-25-2(4)

NORTHEAST EDUCATIONAL SERVICES COOPERATIVE
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS, AND CASH BALANCES

	General Fund (10)	Special Education Fund (22)	Agency Fund (71)	Enterprise Fund NPIP (72)	TOTAL ALL FUNDS
CASH BALANCE					
November 1, 2016	\$146,372.22	\$515,858.45	\$16,652.60	\$634,279.43	\$1,313,162.70

Receipts:

Local Sources:

1312 Center Base Tuition		\$66,371.21			\$66,371.21
1332 Extended School Year Tuition		\$80,916.83			\$80,916.83
1510 Interest	\$33.13	\$109.30	\$1.48	\$131.62	\$275.53
1941 ESA 1 OTHER SOURCES					\$0.00
1941 ESA 1 LEA Assessments					\$0.00
1941 SD COUNTS Other LEAs					\$0.00
1971 Insurance Premiums				\$3,826.44	\$3,826.44
1990 Charges For Service				\$36,970.00	\$36,970.00
1990 SPED Assessments		\$103,934.49			\$103,934.49
1990 General Fund Assessment	\$1,781.89				\$1,781.89
1990 Reading Recovery	\$3,291.12				\$3,291.12
1990 Reading Recovery-Other LEAs					\$0.00
1990 Miscellaneous		\$621.37			\$621.37
1990 Northern Plains					\$0.00
1990 Special Projects-Indirect Cost					\$0.00
1990 Drug & Alcohol Pool					\$0.00
1990 Expensed Mileage					\$0.00

State Sources:

3119 Grants-in-Aid: Ed. Specialist					\$0.00
3900 Part C Funds					\$0.00
3900 Part B Funds		\$11,431.13			\$11,431.13
3900 ESA 1	\$4,843.91				\$4,843.91

Federal Sources:

4152 Title IIB (SD COUNTS)	\$15,962.00				\$15,962.00
4175 IDEA Part B 611		\$125,383.00			\$125,383.00
4175 IDEA Part B 611-Private					\$0.00
4186 IDEA Part B 619		\$4,193.00			\$4,193.00

Other Receipts:

120 Accounts Receivable					\$0.00
140 Due from other Governments	\$13,021.72	\$30,215.00			\$43,236.72
Other Receipts	\$6,273.18		\$731.52		\$7,004.70

Total Monthly Receipts	\$45,206.95	\$423,175.33	\$733.00	\$40,928.06	\$510,043.34
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Total Gross Receipts	\$191,579.17	\$939,033.78	\$17,385.60	\$675,207.49	\$1,823,206.04
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Manual Journal Entry					\$0.00
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Manual Journal Entry Revenue					\$0.00
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Less Salaries & Disbursements

Salaries	\$19,934.50	\$253,586.30			\$273,520.80
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Disbursements	\$19,707.97	\$78,807.37	\$2,435.02	\$27,434.72	\$128,385.08
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Less Total Salaries & Disbursements	\$39,642.47	\$332,393.67	\$2,435.02	\$27,434.72	\$401,905.88
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CASH BALANCE

November 30, 2016	\$151,936.70	\$606,640.11	\$14,950.58	\$647,772.77	\$1,421,300.16
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Balance Sheet

Payroll Clearing Account XX-101-002	\$20.00	\$80.00	\$0.00	\$0.00	\$100.00
Checking Account XX-101	\$25,946.54	\$139,819.23	\$8,937.48	\$647,772.77	\$822,476.02
Money Market Savings XX-105	\$125,970.16	\$384,712.50	\$6,013.10	\$0.00	\$516,695.76
Certificates of Deposit XX-106	\$0.00	\$77,028.38	\$0.00	\$0.00	\$77,028.38
Imprest XX-108	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00
TOTALS	\$151,936.70	\$606,640.11	\$14,950.58	\$647,772.77	\$1,421,300.16

Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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Regular; Processing Month 11/2016; Fund Number 10, 22

Fund: 10 GENERAL FUND						
<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
10 1510	INTEREST	300.00	33.13	206.30	68.77	93.70
10 1941 013	ESA 1 COMMON CORE TRAINING	0.00	0.00	0.00	0.00	0.00
10 1941 014	ESA 1 LEA ASSESSMENTS	74,554.22	0.00	0.00	0.00	74,554.22
10 1941 015	ESA-1 REVENUE OTHER SOURCES-LEAs	29,285.91	0.00	3,000.00	10.24	26,285.91
10 1941 016	SD COUNTS-OTHER LEAS	21,574.17	0.00	378.66	1.76	21,195.51
10 1990 009	NON-SP.ED. ASSESSMENTS	21,382.70	1,781.89	8,875.19	41.51	12,507.51
10 1990 012	READING RECOVERY ASSESSMENTS	49,110.16	3,291.12	23,586.33	48.03	25,523.83
10 1990 013	READING RECOVERY-OTHER LEAs	13,791.70	0.00	3,182.70	23.08	10,609.00
10 1990 018	MISCELLANEOUS	0.00	0.00	333.68	0.00	(333.68)
10 1990 020	NORTHERN PLAINS	24,000.00	2,500.00	10,000.00	41.67	14,000.00
10 1990 073	D&A POOL ASSESSMENTS	15,000.00	0.00	0.00	0.00	15,000.00
10 1990 200	EXPENSED MILEAGE FROM SPED	262,950.00	(2,500.00)	0.00	0.00	262,950.00
Subtotal: LOCAL SOURCES		511,948.86	5,106.14	49,562.86	9.68	462,386.00
10 3900 013	READING RECOVERY i3 GRANT	0.00	4,843.91	4,843.91	0.00	(4,843.91)
10 3900 016	COMMON CORE MATH	0.00	0.00	0.00	0.00	0.00
10 3900 017	ESA 1 COMMON CORE TRAINING	0.00	0.00	0.00	0.00	0.00
10 3900 050	ESA 1-TEACHER OF THE YEAR	600.00	0.00	0.00	0.00	600.00
10 3900 102	ESA 1 SDAP TRAINING	0.00	0.00	0.00	0.00	0.00
10 3900 103	ESA 1 SIP TRAINING	0.00	0.00	0.00	0.00	0.00
10 3900 104	ESA 1 6-12 LITERACY TRAINING	0.00	0.00	0.00	0.00	0.00
10 3900 105	ESA 1 PBL TRAINING	0.00	0.00	0.00	0.00	0.00
10 3900 106	ESA 1 SD STARS TRAINING	0.00	0.00	0.00	0.00	0.00
10 3900 107	ESA 1 COACHING	24,312.00	0.00	0.00	0.00	24,312.00
10 3900 108	MATH LEADER/COACH	0.00	0.00	0.00	0.00	0.00
10 3900 109	TEACHER EFFECTIVENESS & COM. CORE	7,260.40	0.00	0.00	0.00	7,260.40
10 3900 110	ESA 1 MENU OF OPTIONS	15,000.00	0.00	0.00	0.00	15,000.00
10 3900 111	ESA 1 TEACHER TRAINING	0.00	0.00	0.00	0.00	0.00
Subtotal: STATE SOURCES		47,172.40	4,843.91	4,843.91	10.27	42,328.49
10 4152 016	TITLE II PART B SD COUNTS	98,629.02	15,962.00	15,962.00	16.18	82,667.02
Subtotal: FEDERAL SOURCES		98,629.02	15,962.00	15,962.00	16.18	82,667.02
10 5110	OPERATING TRANSFER IN	0.00	0.00	0.00	0.00	0.00
10 5130	SALE OF SURPLUS PROPERTY	0.00	2,695.98	2,695.98	0.00	(2,695.98)
10 5140	COMPENSATION FOR LOSS OF ASSET	0.00	3,567.94	13,320.93	0.00	(13,320.93)
Subtotal: 5000		0.00	6,263.92	16,016.91	0.00	(16,016.91)
Fund Total:		657,750.28	32,175.97	86,385.68	13.13	571,364.60

Regular; Processing Month 11/2016; Fund Number 10, 22

Fund: 22 SPECIAL EDUCATION FUND

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
22 1312	TUITION-CENTER BASE	624,208.70	66,371.21	132,742.42	21.27	491,466.28
22 1312 100	TUITION-ESY	81,817.75	80,916.83	80,916.83	98.90	900.92
22 1510	INTEREST	1,500.00	109.30	586.59	39.11	913.41
22 1990 002	MISCELLANEOUS-CENTER BASE	0.00	0.00	0.00	0.00	0.00
22 1990 003	SPED ASSESSMENTS	1,247,219.05	103,934.49	516,314.95	41.40	730,904.10
22 1990 018	MISCELLANEOUS	5,000.00	621.37	3,658.41	73.17	1,341.59
22 1990 019	SPECIAL PROJECTS INDIRECT COSTS	5,000.00	0.00	0.00	0.00	5,000.00
Subtotal: LOCAL SOURCES		1,964,745.50	251,953.20	734,219.20	37.37	1,230,526.30
22 3119 071	STATE GRANTS-IN-AID: ED.SPEC.	117,925.03	0.00	0.00	0.00	117,925.03
22 3900 013	STATE REVENUE: PART C FUNDS	50,000.00	0.00	24,783.15	49.57	25,216.85
22 3900 014	STATE REVENUE: PART B FUNDS	4,500.00	11,431.13	11,431.13	254.03	(6,931.13)
22 3900 106	CBI GRANT	0.00	0.00	0.00	0.00	0.00
Subtotal: STATE SOURCES		172,425.03	11,431.13	36,214.28	21.00	136,210.75
22 4175 475	REGULAR IDEA PART B 611	1,654,908.00	125,383.00	314,302.00	18.99	1,340,606.00
22 4175 476	REGULAR IDEA PART B 611-PRIVATE SCHOOL	3,371.00	0.00	0.00	0.00	3,371.00
22 4186 486	REGULAR IDEA PART B 619	52,362.00	4,193.00	9,466.00	18.08	42,896.00
Subtotal: FEDERAL SOURCES		1,710,641.00	129,576.00	323,768.00	18.93	1,386,873.00
22 5130	SALE OF SURPLUS PROPERTY	0.00	0.00	0.00	0.00	0.00
22 5140	COMPENSATION FOR LOSS OF ASSET	0.00	0.00	0.00	0.00	0.00
Subtotal: 5000		0.00	0.00	0.00	0.00	0.00
Fund Total:		3,847,811.53	392,960.33	1,094,201.48	28.44	2,753,610.05

Revenue Summary Report
Processing Month: 11/2016

Regular; Processing Month 11/2016; Fund Number 10, 22

	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
Grand Total:	4,505,561.81	425,136.30	1,180,587.16	26.20	3,324,974.65

Account Number	Account Description	BUDGET	CURRENT MO.EXP.	EXP.TO DATE	% OF BUDGET	BALANCE AT EOM
10	GENERAL FUND					
1111	READING RECOVERY	\$62,901.86	\$5,037.14	\$24,752.88	39.35	\$38,148.98
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$271,215.73	\$16,969.63	\$66,734.62	24.61	\$204,481.11
2227	TECHNOLOGY SUPPORT	\$14,829.43	\$417.66	\$9,342.55	63.00	\$5,486.88
2319	BOARD OF EDUCATION SERVICES	\$16,443.46	\$43.97	\$8,654.50	52.63	\$7,788.96
2329	ADMINISTRATION	\$47,528.33	\$3,418.23	\$16,286.52	34.27	\$31,241.81
2529	ADMINISTRATION-FISCAL SERVICES	\$17,182.83	\$868.69	\$4,504.42	26.21	\$12,678.41
2542	OPERATION & MAINTENANCE BLDGS.	\$11,190.94	\$337.27	\$1,743.13	15.58	\$9,447.81
2545	VEHICLE SERVICE	\$222,457.70	\$12,549.88	\$109,120.34	49.05	\$113,337.36
2551	DRUG & ALCOHOL TESTING POOL	\$15,000.00	\$0.00	\$2,563.03	17.22	\$12,416.97
10	GENERAL FUND	\$678,750.28	\$39,642.47	\$243,721.99	35.91	\$435,028.29
22	SPECIAL EDUCATION FUND					
1221	EXTENDED SCHOOL YEAR	\$85,188.75	\$10,827.07	\$83,630.45	98.17	\$1,558.30
1223	CENTER BASE DAY PROGRAMS	\$624,208.71	\$52,168.08	\$146,908.91	23.54	\$477,299.80
1226	EARLY CHILDHOOD SERVICES	\$333,429.76	\$28,098.41	\$83,078.44	24.92	\$250,351.32
1227	PROLONGED ASSISTANCE PROGRAMS	\$0.00	\$0.00	\$0.00	0.00	\$0.00
2129	TRANSITION SUPPORT SERVICES	\$26,425.78	\$2,490.69	\$9,217.62	34.88	\$17,208.16
2142	PSYCHOLOGICAL SERVICES	\$503,835.38	\$40,467.55	\$126,856.40	25.18	\$376,978.98
2152	SPEECH PATHOLOGY SERVICES	\$1,050,064.85	\$87,254.24	\$274,407.59	26.13	\$775,657.26
2171	PHYSICAL THERAPY	\$299,728.31	\$26,150.54	\$113,929.97	38.01	\$185,798.34
2172	OCCUPATIONAL THERAPY	\$485,826.14	\$43,733.52	\$141,600.29	29.15	\$344,225.85
2213	PROFESSIONAL DEVELOPMENT/PRESERVICE&TCAP	\$6,283.78	\$0.00	\$4,078.30	64.90	\$2,205.48
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$117,925.03	\$8,670.98	\$33,954.23	28.79	\$83,970.80
2227	TECHNOLOGY SUPPORT	\$39,315.36	\$2,404.51	\$11,822.54	30.07	\$27,492.82
2319	BOARD OF EDUCATION SERVICES	\$71,634.12	\$253.08	\$49,821.83	69.55	\$21,812.29
2329	ADMINISTRATION	\$250,581.95	\$21,826.93	\$95,905.14	38.27	\$154,676.81
2529	ADMINISTRATION-FISCAL SERVICES	\$75,890.30	\$5,009.46	\$25,954.82	34.20	\$49,935.48
2542	OPERATION & MAINTENANCE BLDGS.	\$37,473.31	\$1,028.32	\$7,866.98	20.99	\$29,606.33
22	SPECIAL EDUCATION FUND	\$4,007,811.53	\$330,383.38	\$1,209,033.51	30.17	\$2,798,778.02
	Grand Total:	\$4,686,561.81	\$370,025.85	\$1,452,755.50	31.00	\$3,233,806.31

Activity Fund Balance Report - Summary - Exclude Encumbrances
 11/2016 - 11/2016

Regular; Beginning Month 11/2016; Processing Month 11/2016; Fund Number 71, 72

Fund: 71 AGENCY FUND

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
71 415 801	GENERAL CLEARING-AMT. HELD FOR OTHERS	1,102.42	713.52	713.52	0.00	1,102.42
71 415 802	FLORENCE CENTER BASE-AMT HELD FOR OTHERS	283.17	0.00	0.00	0.00	283.17
71 415 803	HAMLIN CENTER BASE-AMT HELD FOR OTHERS	493.31	0.00	0.00	0.00	493.31
71 415 804	GRANT-DEUEL CB-AMT HELD FOR OTHERS	621.08	0.00	0.00	0.00	621.08
71 415 805	KNIGHTS OF COLUMBUS-AMT HELD FOR OTHERS	2,415.06	0.00	0.00	0.00	2,415.06
71 415 806	SPECIAL OLYMPICS SD-AMT HELD FOR OTHERS	5,981.77	1,320.50	18.00	0.00	4,679.27
71 415 850	ELABO-AMT HELD FOR OTHERS	0.00	0.00	0.00	0.00	0.00
71 430 800	IMPREST ACCOUNT	5,749.53	401.00	0.00	0.00	5,348.53
71 704 005	FUND BALANCE - UNDESIGNATED	0.00	0.00	0.00	0.00	0.00
71 760	UNASSIGNED FUND BALANCE	6.26	0.00	1.48	0.00	7.74
Fund Total: 71		<u>16,652.60</u>	<u>2,435.02</u>	<u>733.00</u>	<u>0.00</u>	<u>14,950.58</u>

Activity Fund Balance Report - Summary - Exclude Encumbrances
11/2016 - 11/2016

Regular; Beginning Month 11/2016; Processing Month 11/2016; Fund Number 71, 72

Fund: 72 SDSGIP

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
72 708	UNRESTRICTED NET POSITION	634,279.43	27,434.72	40,928.06	0.00	647,772.77
	Fund Total: 72	634,279.43	27,434.72	40,928.06	0.00	647,772.77

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, November 21, 2016

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

Members present:

Martin Murphy, Arlington; Cory Akin, Castlewood; Trudi Gaikowski, Clark; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Arend Schuurman, Elkton; Tianna Beare, Estelline; Tracy Hlavack, Florence; Joe Homola, Hamlin; Paula Blue, Henry; Christy Woodcock, Lake Preston; Hailey Peterson, Rosholt; Sandy Hinze, Waubay; Jeff Buchholz, Waverly/South Shore; Joel Shoemaker, Webster; Paula Warkenthien, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Kurt Zuehlke, Britton-Hecla; Debbe Koenecke, Deuel; Tim Peters, Enemy Swim Day School; Jared Engebretson, Grant-Deuel; Greg Schortzmann, Iroquois; Gloria Koerlin, Sioux Valley; Corrie Quale, Summit

Others Attending:

NESC Staff Representatives: None present.

Member District Superintendents: Brian Jandahl, Elkton; Mike Ruth, Iroquois; Jim Block, Webster

NESC Administration: Jerry Aberle, Director; Brice Christensen, Business Manager; Tim Frewing, Assistant Director

Call to Order

Vice-President Homola called the meeting to order at 7:00 P.M.

Agenda review, changes, and approval

Action #17024 Motion by D. Lutkemeier, second by C. Knutson, to approve the agenda with the following addition: 6c) Approval of work agreement—Kasey Nelson, COTA, \$16.00 per hour. All present voting in favor, motion carried.

Introduction of Guests

Brian Jandahl, Mike Ruth, and Jim Block were introduced as guests.

Conflicts of Interest

Business Manager Christensen reported that he will be officiating some basketball games for the Deuel School District for a rate around \$20.00 per game.

Action #17025 Motion by D. Lutkemeier, second by T. Hlavacek to authorize the waiver pursuant to SDCL 3-23-3. All present voting in favor, motion carried.

C. Akin reported that he is an employee of ITC, the provider of phone and internet services to NESC.

Action #17026 Motion by J. Shoemaker, second by T. Gaikowski to authorize the waiver pursuant to SDCL 3-23-3.

Aye: M. Murphy, T. Gaikowski, N. Koehlmoos, C. Knutson, A. Schuurman, T. Beare, T. Hlavack, J. Homola, P. Blue, C. Woodcock, H. Peterson, S. Hinze, J. Buchholz, J. Shoemaker, P. Warkenthien, D. Lutkemeier
 Nay: None.
 Abstain: C. Akin
 Motion Carried.

Financial Report

Action #17027 Motion by C. Akin, second by A. Schuurman, to approve the financial report for the period ending October 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>
October 1, 2016	\$169,774.89	\$414,764.44	\$18,151.13	\$630,006.12
<u>Receipts:</u>				
Local Sources	\$7,606.63	\$173,427.18	\$1.36	\$52,039.48
State Sources		\$5,726.94		
Federal Sources		\$194,192.00		
Other	\$1,609.76	\$1,026.38	\$991.70	
<u>Total Monthly Receipts</u>	<u>\$9,216.39</u>	<u>\$374,372.50</u>	<u>\$993.06</u>	<u>\$52,039.48</u>
Total Gross Receipts	\$178,991.28	\$789,136.94	\$19,144.19	\$682,045.60
Less Salaries	\$19,944.19	\$255,130.02		
Less Disbursements	\$12,674.87	\$18,148.47	\$2,491.59	\$47,766.17
<u>Total Salaries & Disbursements</u>	<u>\$32,619.06</u>	<u>\$273,278.49</u>	<u>\$2,491.59</u>	<u>\$47,766.17</u>
Ending Cash Balance October 31, 2016	\$146,372.22	\$515,858.45	\$16,652.60	\$634,279.43

Consent Agenda

Action #17028 Motion by C. Knutson, second by H. Peterson, to approve the following items on the Consent Agenda: 6a) Approval of October 17, 2016 Board of Directors minutes; 6b) Approval of payment of November 2016 claims; 6c) Approval of work agreement—Kasey Nelson, COTA, \$16.00 per hour. All present voting in favor, motion carried.

November 2016 Accounts Payable

GENERAL FUND: AAA PURE WATER O&M - WATER FILTER CHANGE 14.41;AMERICINN ESA TRAVEL 144.00;BMO MASTERCARD 821.55
 BND TOWING MAINT 150.00;CENEX FLEETCARD MAINT & GASOLINE 4,026.99;CENTURY BUSINESS PRODUCTS, INC COPIER MAINT.
 CONTRACT 129.82
 CHRISTENSEN, BRICE FISCAL MILEAGE 5.35;DELYLE'S SOUTH 81 SERVICE, INC. MAINT 1,537.97;DON'S BODY SHOP MAINT
 4,911.08;DUST TEX SERVICE, INC. O&M - RUG RENTAL 6.42;ESTELLINE COMMUNITY OIL CO. MAINT & GASOLINE 59.62;HAMLIN
 COUNTY FARMERS COOP MAINT & GASOLINE 1,212.21;JOHNSON AUTOMOTIVE MAINT 159.95;JURGENS OIL MAINT 42.90;NESC IMPREST
 REIMBURSE IMPREST 11.74;NESC PAYROLL CLEARING NOVEMBER 2016 PAYROLL 19,934.50;NESC SPECIAL REVENUE PROJECTS QUARTER
 1 EXPENSED MILEAGE 5,830.04;NORTHLAND AUTO CENTER MAINT 38.99;OTTER TAIL POWER CO. O&M - ELECTRICITY 44.21;PALMLUND
 AUTOMOTIVE MAINT 36.44;PEDERSEN, SHANE O&M - LAWN CARE 140.00
 REUER, JOHNNY O&M - LAWN CARE 4.83;S & S AUTO MAINT 295.64;SCHMIDT, ROCHELLE SPEECH GAS REIMBURSEMENT 18.19;TOWN OF
 HAYTI O&M - WATER AND SEWER 5.72;W.W. TIRE SERVICE MAINT 59.90

FUND TOTAL: \$39,642.47

SPECIAL EDUCATION FUND: AAA PURE WATER O&M - WATER FILTER CHANGE 75.09;BEHAVIOR CARE SPECIALISTS CB SUBSCRIPTION 500.00;BMO MASTERCARD 20,539.73;BRITTON-HECLA SCHOOL DISTRICT SPEECH MILEAGE TO SCHOOL 72.66;BUSSKOHL, CHRISTY OT ASHA DUES 225.00;CENTURY BUSINESS PRODUCTS, INC COPIER MAINT. CONTRACT 50.64;CHILSON, GINA SPEECH MILEAGE TO STAFF 160.02;CHRISTENSEN, BRICE FISCAL MILEAGE 30.77;DUST TEX SERVICE, INC. O&M - RUG RENTAL 33.44;HANSEN, HEATHER SPEECH MILEAGE TO STAFF 24.78;LUX, LOIS SPEECH MILEAGE TO STAFF 40.32;MILLER, DANA CB MILEAGE TO PARENT 196.56;NESC IMPREST REIMBURSE IMPREST 497.65;NESC PAYROLL CLEARING NOVEMBER 2016 PAYROLL 253,586.30;NESC SPECIAL REVENUE PROJECTS QUARTER 1 EXPENSED MILEAGE 53,872.30;OTTER TAIL POWER CO. O&M - ELECTRICITY 230.38;REUER, JOHNNY O&M - LAWN CARE 25.17;SW/WC SERVICE COOPERATIVE BCBA HOURS 2,250.00;TOWN OF HAYTI O&M - WATER AND SEWER 29.78;WENZ, MELODY SPEECH MILEAGE TO STAFF 84.84;WHIPKEY, SARAH OT MILEAGE TO STAFF 61.32;WIESE, RITA SPEECH MILEAGE TO STAFF 31.92

FUND TOTAL: \$332,618.67

Discussion Items

November 2, 2016 Board of Advisor Minutes

Director Aberle reviewed the minutes from the November 2 Board of Advisor meeting.

Action Items

Approve Bids for Surplus Vehicles

Action #17029 Motion by T. Beare, second by C. Akin to accept winning bids on the eight surplus vehicles. All present voting in favor, motion carried.

Fixed Asset No.	Description	Serial #	Winning Bid	Bidder
0243	1998 Plymouth Breeze	1P3EJ46C8WN306399	\$943.69	Kathy Ronne
0277	1999 Plymouth Breeze	1P3EJ46XXXN658405	\$376.50	Shane Roth
0280	1999 Plymouth Breeze	1P3EJ46CXXN629564	\$107.00	Jim Holbeck
0287	2001 Dodge Stratus	1B3EJ46X71N649315	\$207.00	Jim Holbeck
0294	2000 Ford Taurus	1FAFP5320YG278017	\$107.00	Jim Holbeck
0299	2002 Dodge Stratus	1B3EL36X82N259586	\$526.50	Shane Roth
0305	2001 Dodge Stratus	1B3EJ46X71N611888	\$801.52	Maria Meyer
0315	2004 Dodge Stratus	1B3EL36T64N139639	\$950.77	Shane Pedersen

Conflict of Interest Policy

Action #17030 Motion by A. Schuurman, second by D. Lutkemeier to approve the new NESC conflict of interest policy as presented. 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 #17031 Pursuant to SDCL 1-25-2 (1) Motion by D. Lutkemeier, second by H. Peterson to enter executive session at 7:32 to discuss personnel. All present voting in favor, motion carried.

Vice-President Homola declared the board out of executive session at 7:33.

Adjournment

Action #17032 With there being no further business, motion by C. Knutson, second by D. Lutkemeier, 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, December 19, 2016 at 7:00 P.M.

Joe Homola, Vice-President

Brice Christensen, Business Manager

ACCOUNTS PAYABLE DECEMBER 2016

Vendor Name	Description	Amount
Checking Account: 1	Fund Number: 10 GENERAL FUND	
BMO MASTERCARD	PURCH SVCS, SPLYS, TRAVEL, PHONE	1,269.46
CENEX FLEETCARD	MAINT & GASOLINE	4,248.98
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINTENANCE CONTRACT	95.52
CHRISTENSEN, BRICE	FISCAL MILEAGE	2.67
CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON	BOARD - LEGAL EXPENSES	85.43
DAYS INN	READING RECOVERY TRAVEL	57.00
DELYLE'S SOUTH 81 SERVICE, INC.	MAINT	3,303.55
DON'S BODY SHOP	MAINT	1,500.00
DUST TEX SERVICE, INC.	O&M - RUG RENTAL	6.42
ECOLAB	O&M - PEST CONTROL	72.45
ESTELLINE COMMUNITY OIL CO.	MAINT	210.00
FRITZ CHEVROLET, INC	MAINT	151.50
HAMLIN COUNTY FARMERS COOP	MAINT & GASOLINE	933.68
HAMLIN COUNTY PUBLISHING	BOARD - ADVERTISING	17.61
JURGENS OIL	MAINT	37.91
NELSON, KASEY	BOARD - FINGERPRINTS	6.40
NESC IMPREST	REIMBURSE IMPREST	220.00
NESC PAYROLL CLEARING	DECEMBER 2016 PAYROLL	19,953.02
NOLTE, KARI	READING RECOVERY TRAVEL	52.00
NORTHLAND AUTO CENTER	MAINT	1,222.47
OTTER TAIL POWER CO.	O&M - ELECTRICITY	51.22
RAMKOTA INN/RIVER CENTER	ADMIN TRAVEL	13.76
TOWN OF HAYTI	O&M - WATER AND SEWER	5.72
W.W. TIRE SERVICE	MAINT	625.63
WEBSTER AUTO CARE	MAINT	225.49
WILLIAM G. NEALE, CPA	FY 2016 AUDIT	1,258.00
Fund Number: 10		<hr/> 35,625.89
Checking Account: 1	Fund Number: 22 SPECIAL EDUCATION FUND	
ANDERSON, JOYCE	PSYCH MILEAGE	240.84
BMO MASTERCARD	PURCH SVCS, SPLYS, TRAVEL, PHONE	16,379.99
BRITTON-HECLA SCHOOL DISTRICT	PART B & C PAYMENT/SLP MILEAGE	1,484.54
CASTLEWOOD SCHOOL DISTRICT	PART C PAYMENT/CB USE FEE	2,666.54
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINTENANCE CONTRACT	69.05
CHILSON, GINA	SPEECH MILEAGE	139.02

Vendor Name	Description	Amount
CHRISTENSEN, BRICE	FISCAL MILEAGE	15.39
CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON	BOARD - LEGAL EXPENSES	491.77
CLARK SCHOOL DISTRICT	PART B PAYMENT	923.23
DEUBROOK SCHOOL DISTRICT	PART B & C PAYMENT	2,212.71
DEUEL SCHOOL DISTRICT	PART B & C PAYMENT	2,480.81
DUST TEX SERVICE, INC.	O&M - RUG RENTAL	33.44
ECOLAB	O&M - PEST CONTROL	377.55
ELKTON SCHOOL DISTRICT	PART B PAYMENT	501.11
ESTELLINE SCHOOL DISTRICT	PART C PAYMENT	357.24
FLORENCE SCHOOL DISTRICT	PART C PAYMENT	970.74
HAMLIN COUNTY PUBLISHING	BOARD - ADVERTISING	101.39
HAMLIN SCHOOL DISTRICT	PART B PAYMENT/CB USE FEE	3,439.82
JUTTINGS GROCERY	CB SUPPLIES	106.29
NELSON, KASEY	BOARD - FINGERPRINTS	36.85
NESC IMPREST	REIMBURSE IMPREST	691.00
NESC PAYROLL CLEARING	DECEMBER 2016 PAYROLL	256,797.60
OTTER TAIL POWER CO.	O&M - ELECTRICITY	266.90
RAMKOTA INN/RIVER CENTER	ADMIN TRAVEL	79.24
ROSHOLT SCHOOL DISTRICT	PART C PAYMENT	140.00
SIOUX VALLEY SCHOOL DISTRICT	PART C PAYMENT	769.80
TOWN OF HAYTI	O&M - WATER AND SEWER	29.78
WAVERLY SCHOOL DISTRICT	PART C PAYMENT	452.01
WEBSTER SCHOOL DISTRICT	PART C PAYMENT/CB USE FEE	1,145.16
WENZ, MELODY	SPEECH MILEAGE	68.88
WIESE, RITA	SPEECH MILEAGE	15.96
WILLIAM G. NEALE, CPA	FY 2016 AUDIT	7,242.00

Fund Number: 22
 Checking Account: 1

300,726.65

336,352.54

Reconciled/Disputed Detail

Reporting Period: 11/06/2016 Thru 12/05/2016

Tran ID	Proc Date	Tran Date	Supplier Description	GL Information	Current Status	Processing Status Dispute Date Reconcile Date	Amount
Account #:			XXXXXXXXXX171375	Name: BOYD, BRENDA		ID:	
448888814	11/07/2016	11/04/2016	AMERICINN LODGE & SUIT - MITCHELL, SD USA	New		56.50
450776296	11/22/2016	11/21/2016	AMERICINN OF ABERDEEN - ABERDEEN, SD USA	New		55.00
451050316	11/24/2016	11/22/2016	AMERICINN MOTEL & SUIT - SIOUX FALLS, SD USA	New		62.51
451050317	11/24/2016	11/23/2016	AMERICINN MOTEL & SUIT - SIOUX FALLS, SD USA	New		-7.51
451799290	12/01/2016	11/29/2016	HOLIDAY INN EXPRESS - WINNER, SD USA	New		119.92
451799291	12/01/2016	11/29/2016	HOLIDAY INN EXPRESS - WINNER, SD USA	New		-9.92
452262142	12/05/2016	12/02/2016	AMERICINN LODGE & SUIT - MITCHELL, SD USA	New		169.50
Transaction Count:						7	446.00
Account #:			XXXXXXXXXX171409	Name: REINHILLER, LISA		ID:	
450075368	11/16/2016	11/15/2016	AMERICINN IN PIERRE - FORT PIERRE, SD USA	New		93.00
451799292	12/01/2016	11/29/2016	HOLIDAY INN EXPRESS - WINNER, SD USA	New		55.00
452262143	12/05/2016	11/30/2016	Country Inn & Suites - WATERTOWN, SD USA	New		114.00
Transaction Count:						3	262.00
Account #:			XXXXXXXXXX525117	Name: CHRISTENSEN, BRICE		ID:	
449008898	11/08/2016	11/08/2016	VZWRLSS*MY VZ VB P - 800-922-0204, GA USA	New		323.78
449008899	11/08/2016	11/07/2016	SANFORD CREDIT CARD PM - 605-3286573, SD USA	New		4,723.09
449008900	11/08/2016	11/07/2016	WATERTOWN PUBLIC OPINI - WATERTOWN, SD USA	New		292.87
449008901	11/08/2016	11/07/2016	MARSHALL COUNTY HEALTH - BRITTON, SD USA	New		8,023.60
449138552	11/09/2016	11/08/2016	INTERSTATE TELECOMM CO - 605-874-2181, SD USA	New		464.41
449786642	11/14/2016	11/11/2016	INNOVATIVE OFFICE SOLU - 952-808-9900, MN USA	New		97.30
449786643	11/14/2016	11/11/2016	INNOVATIVE OFFICE SOLU - 952-808-9900, MN USA	New		9.45
449786644	11/14/2016	11/12/2016	RVRSIDE EDU *TESTING - 800-323-9540, IL USA	New		906.40
449786645	11/14/2016	11/12/2016	APL* ITUNES.COM/BILL - 866-712-7753, CA USA	New		63.89
449786646	11/14/2016	11/11/2016	TIME MANAGEMENT SYSTEM - 6052717124, IA USA	New		96.71
449939482	11/15/2016	11/14/2016	CURRICULUM ASSOC - 8002250248, MA USA	New		90.99
450075369	11/16/2016	11/15/2016	INNOVATIVE OFFICE SOLU - 952-808-9900, MN USA	New		81.91
450231876	11/17/2016	11/16/2016	CROSS COUNTRY EDUCATIO - BRENTWOOD, TN USA	New		399.98
450231877	11/17/2016	11/16/2016	Amazon.com - AMZN.COM/BILL, WA USA	New		40.89
450500198	11/18/2016	11/17/2016	AMAZON MKTPLACE PMTS - AMZN.COM/BILL, WA USA	New		69.99
450649475	11/21/2016	11/19/2016	INNOVATIVE OFFICE SOLU - 952-808-9900, MN USA	New		123.93
451649951	11/30/2016	11/29/2016	RTIC *COOLERS - 8555276993, TX USA	New		539.40
451799293	12/01/2016	11/30/2016	WPS - 08006488857, CA USA	New		115.50
452067192	12/02/2016	12/01/2016	INNOVATIVE OFFICE SOLU - 952-808-9900, MN USA	New		60.10

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Reconciled/Disputed Detail

Reporting Period: 11/06/2016 Thru 12/05/2016

Tran ID	Proc Date	Tran Date	Supplier Description	GL Information	Current Status	Processing Status		Amount
						Dispute Date	Reconcile Date	
452067193	12/02/2016	12/02/2016	AVNGATE*ZEMANA.COM - 8882471614, CA USA	New			89.95
452067194	12/02/2016	12/01/2016	AMAZON MKTPLACE PMTS - AMZN.COM/BILL, WA USA	New			71.72
						Transaction Count:	21	16,685.86
Account #:	XXXXXXXXXX327846		Name: CENTER BASE, CASTLEWOOD	ID:				
449786647	11/14/2016	11/12/2016	APL* ITUNES.COM/BILL - 866-712-7753, CA USA	New			2.12
450776297	11/22/2016	11/21/2016	WM SUPERCENTER #1500 - WATERTOWN, SD USA	New			33.55
						Transaction Count:	2	35.67
Account #:	XXXXXXXXXX335997		Name: ADMIN, NESC	ID:				
449008902	11/08/2016	11/07/2016	USPS PO 4637080684 - HAYTI, SD USA	New			83.00
						Transaction Count:	1	83.00
Account #:	XXXXXXXXXX449475		Name: SPECIAL OLYMPICS, NESC	ID:				
450649476	11/21/2016	11/20/2016	PILOT 00007161 - SIOUX FALLS, SD USA	New			26.10
450649477	11/21/2016	11/20/2016	COUNTRY INN AND SUITES - SIOUX FALLS, SD USA	New			1,424.00
450776298	11/22/2016	11/20/2016	CENEX HAMLIN C07063928 - LAKE NORDEN, SD USA	New			19.41
						Transaction Count:	3	1,469.51
						Report Count:	37	18,982.04

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**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE
BOARD OF DIRECTORS MEETING
Monday, December 19, 2016 - 7:00 P.M.**

NESC DISCUSSION AND/OR ACTION ITEMS:

1. Call to Order
2. Agenda review, changes, and approval
3. Introduction of guests: _____
4. Conflicts of Interest
5. Approval of November 2016 financial report
6. Consent Agenda
 - a. Approval of November 21, 2016 meeting minutes
BOARD ACTION: _____

 - b. Approval of payment of December 2016 budget claims
BOARD ACTION: _____

 - c. _____
BOARD ACTION: _____

 - d. _____
BOARD ACTION: _____

 - e. _____
BOARD ACTION: _____

7. Discussion Items
 - a. Director evaluation
BOARD ACTION: _____

b. Business Manager evaluation:

BOARD ACTION: _____

c. Steering/Negotiations Committee January 16, 2017

BOARD ACTION: _____

d. BOARD ACTION:

e.

BOARD ACTION: _____

8 Action Items

a. Approval FY 2017 Audit Report

BOARD ACTION: _____

b.

BOARD ACTION: _____

c.

BOARD ACTION: _____

d.

BOARD ACTION: _____

9. Assistant Director's Report

10. Director's Report

11. Executive Session: (If needed)

a. Personnel---SDCL 1-25-2(1)

b. Negotiations ---SDCL 1-25-2(4)