

January 12, 2017

Hello NESC Board of Directors

Meeting Location:

Our January meeting will be held Monday, January 16, 2017 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

January 12, 2017

Dear NESC Board Members:

Our January meeting will be held on Monday, January 16, 2017. 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.

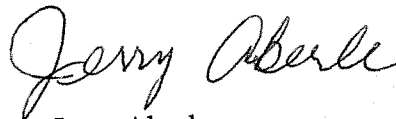
The proposed agenda will have two additions. They include:

6c. Approval of work agreement for Carol Kirchberg, personal assistant. \$9.00 per hour. Carol will be assisting one of our employees who is recovering from a work related surgery. The employee was released for work with several restrictions.

8d. Renewal of Certificate of Deposit. Brice will be providing information concerning the renewal of a Certificate of Deposit.

See you Monday evening at 7:00 pm.

Sincerely yours,



Jerry Aberle

NESC BOARD OF DIRECTORS' MEETING

Proposed Agenda

Date: January 16, 2017

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 December 2016 financial report
6. Consent Agenda
 - a. Approval of December 19, 2016 meeting minutes
 - b. Approval of payment of January 2017 budget claims
 - c.
 - d.
 - e.
7. Discussion Items
 - a. January 4, 2017 Advisory Board meeting minutes
 - b.
 - c.
8. Action Items
 - a. Change February meeting date from February 20 to February 21
 - b. Offer contract to Director for the 2017-18 school year (After executive session)
 - c. Offer contract to Business Manager for the 2017-18 school year (After executive session)
 - d.
9. Assistant Director's Report
10. Director's Report
11. Executive Session
 - a. Personnel—SDCL 1-25-2(1) Director Evaluation
 - b. Personnel—SDCL 1-25-2(1) Business Manager Evaluation
 - c. 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. Conflicts of Interest**
- 5. Approval of December 2016 financial report**
- 6. Consent Agenda**
 - a. **Approval of December 19, 2016 meeting minutes.** Please review enclosed minutes.
 - b. **Approval of payment of January 2017 budget claims.** Please review the enclosed budget claims.
 - c.

- 7. Discussion Items**
 - a. **January 4, 2017 Advisory Board meeting minutes.** Please review the enclosed minutes.
 - b.
 - c.

- 8. Action Items**
 - a. **Change February meeting date from February 20 to February 21.** We had preliminary discussion on this issue in December. Please check your calendars to see if this date will work for you.
 - b. **Offer contract to Director for the 2017-18 school year (After executive session).**
 - c. **Offer contract to Business Manager for the 2017-18 school year (After executive session).**
 - d.

- 9. Assistant Director's Report**

- 10. Director's Report**

- 11. Executive Session**
 - a. **Personnel—SDCL 1-25-2(1) Director Evaluation**
 - b. **Personnel—SDCL 1-25-2(1) Business Manager Evaluation**
 - c. **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					
December 1, 2016	\$151,936.70	\$606,640.11	\$14,950.59	\$647,772.77	\$1,421,300.17

Receipts:

Local Sources:					
1312 Center Base Tuition		\$61,334.27			\$61,334.27
1332 Extended School Year Tuition					\$0.00
1510 Interest	\$44.80	\$133.52	\$1.37	\$133.32	\$313.01
1941 ESA 1 OTHER SOURCES					\$0.00
1941 ESA 1 LEA Assessments					\$0.00
1941 SD COUNTS Other LEAs					\$0.00
1971 Insurance Premiums				\$656.07	\$656.07
1990 Charges For Service				\$36,970.00	\$36,970.00
1990 SPED Assessments		\$98,071.53			\$98,071.53
1990 General Fund Assessment	\$1,703.68				\$1,703.68
1990 Reading Recovery	\$2,742.60				\$2,742.60
1990 Reading Recovery-Other LEAs					\$0.00
1990 Miscellaneous	\$860.00	\$847.15			\$1,707.15
1990 Northern Plains	\$5,000.00				\$5,000.00
1990 Special Projects-Indirect Cost					\$0.00
1990 Drug & Alcohol Pool					\$0.00
1990 Expensed Mileage	\$59,702.34				\$59,702.34
State Sources:					
3119 Grants-in-Aid: Ed. Specialist					\$0.00
3900 Part C Funds		\$5,407.90			\$5,407.90
3900 Part B Funds					\$0.00
3900 ESA 1					\$0.00
Federal Sources:					
4152 Title IIB (SD COUNTS)					\$0.00
4175 IDEA Part B 611		\$135,517.00			\$135,517.00
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		\$12,845.00			\$12,845.00
Other Receipts	\$2,521.00		\$5,373.91		\$7,894.91
Total Monthly Receipts	\$72,574.42	\$318,349.37	\$5,375.28	\$37,759.39	\$434,058.46
Total Gross Receipts	\$224,511.12	\$924,989.48	\$20,325.87	\$685,532.16	\$1,855,358.63
Manual Journal Entry	-\$4,843.91	\$4,843.91			\$0.00
Manual Journal Entry Revenue					\$0.00
Less Salaries & Disbursements					
Salaries	\$19,953.02	\$256,797.60			\$276,750.62
Disbursements	\$15,672.87	\$43,929.05	\$4,417.64	\$33,519.87	\$97,539.43
Less Total Salaries & Disbursements	\$35,625.89	\$300,726.65	\$4,417.64	\$33,519.87	\$374,290.05
CASH BALANCE					
December 31, 2016	\$184,041.32	\$629,106.74	\$15,908.23	\$652,012.29	\$1,481,068.58

Balance Sheet

Payroll Clearing Account XX-101-002	\$20.00	\$80.00	\$0.00	\$0.00	\$100.00
Checking Account XX-101	\$5,142.58	\$15,649.09	\$9,893.75	\$652,012.29	\$682,697.71
Money Market Savings XX-105	\$178,878.74	\$531,349.27	\$6,014.48	\$0.00	\$716,242.49
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	\$184,041.32	\$629,106.74	\$15,908.23	\$652,012.29	\$1,481,068.58
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Regular; Processing Month 12/2016; Fund Number 10, 22

Fund: 10 GENERAL FUND						
Account Number	Description	Revised Budget	During Month	To Date	% of Budget	Budget Balance
10 1510	INTEREST	300.00	44.80	251.10	83.70	48.90
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	49,554.22	49,554.22	66.47	25,000.00
10 1941 015	ESA-1 REVENUE OTHER SOURCES-LEAs	29,285.91	29,285.91	32,285.91	110.24	(3,000.00)
10 1941 016	SD COUNTS-OTHER LEAS	21,574.17	21,574.17	21,952.83	101.76	(378.66)
10 1990 009	NON-SP.ED. ASSESSMENTS	21,382.70	1,703.68	10,578.87	49.47	10,803.83
10 1990 012	READING RECOVERY ASSESSMENTS	49,110.16	5,777.31	29,363.64	59.79	19,746.52
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	860.00	1,193.68	0.00	(1,193.68)
10 1990 020	NORTHERN PLAINS	24,000.00	5,000.00	15,000.00	62.50	9,000.00
10 1990 073	D&A POOL ASSESSMENTS	15,000.00	5,848.69	5,848.69	38.99	9,151.31
10 1990 200	EXPENSED MILEAGE FROM SPED	262,950.00	59,702.34	59,702.34	22.70	203,247.66
Subtotal: LOCAL SOURCES		511,948.86	179,351.12	228,913.98	44.71	283,034.88
10 3900 013	READING RECOVERY i3 GRANT	0.00	(4,843.91)	0.00	0.00	0.00
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	7,260.40	7,260.40	100.00	0.00
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	2,416.49	7,260.40	15.39	39,912.00
10 4152 016	TITLE II PART B SD COUNTS	98,629.02	0.00	15,962.00	16.18	82,667.02
Subtotal: FEDERAL SOURCES		98,629.02	0.00	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	2,521.00	5,216.98	0.00	(5,216.98)
10 5140	COMPENSATION FOR LOSS OF ASSET	0.00	0.00	13,320.93	0.00	(13,320.93)
Subtotal: 5000		0.00	2,521.00	18,537.91	0.00	(18,537.91)
Fund Total:		657,750.28	184,288.61	270,674.29	41.15	387,075.99

Regular; Processing Month 12/2016; 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	88,202.13	220,944.55	35.40	403,264.15
22 1312 100	TUITION-ESY	81,817.75	0.00	80,916.83	98.90	900.92
22 1510	INTEREST	1,500.00	133.52	720.11	48.01	779.89
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	98,071.53	614,386.48	49.26	632,832.57
22 1990 018	MISCELLANEOUS	5,000.00	847.15	4,505.56	90.11	494.44
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	187,254.33	921,473.53	46.90	1,043,271.97
22 3119 071	STATE GRANTS-IN-AID: ED.SPEC.	117,925.03	6,784.11	6,784.11	5.75	111,140.92
22 3900 013	STATE REVENUE: PART C FUNDS	50,000.00	10,251.81	35,034.96	70.07	14,965.04
22 3900 014	STATE REVENUE: PART B FUNDS	4,500.00	0.00	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	17,035.92	53,250.20	30.88	119,174.83
22 4175 475	REGULAR IDEA PART B 611	1,654,908.00	135,517.00	449,819.00	27.18	1,205,089.00
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	13,659.00	26.09	38,703.00
Subtotal: FEDERAL SOURCES		1,710,641.00	139,710.00	463,478.00	27.09	1,247,163.00
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	344,000.25	1,438,201.73	37.38	2,409,609.80

Revenue Summary Report
Processing Month: 12/2016

Regular; Processing Month 12/2016; 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	528,288.86	1,708,876.02	37.93	2,796,685.79

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	\$4,618.06	\$29,370.94	46.69	\$33,530.92
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$271,215.73	\$12,075.79	\$78,810.41	29.06	\$192,405.32
2227	TECHNOLOGY SUPPORT	\$14,829.43	\$274.17	\$9,616.72	64.85	\$5,212.71
2319	BOARD OF EDUCATION SERVICES	\$16,443.46	\$702.79	\$9,357.29	56.91	\$7,086.17
2329	ADMINISTRATION	\$47,528.33	\$2,964.52	\$19,251.04	40.50	\$28,277.29
2529	ADMINISTRATION-FISCAL SERVICES	\$17,182.83	\$2,124.56	\$6,628.98	38.58	\$10,553.85
2542	OPERATION & MAINTENANCE BLDGS.	\$11,190.94	\$269.87	\$2,013.00	17.99	\$9,177.94
2545	VEHICLE SERVICE	\$222,457.70	\$12,459.21	\$121,579.55	54.65	\$100,878.15
2551	DRUG & ALCOHOL TESTING POOL	\$15,000.00	\$0.00	\$2,583.03	17.22	\$12,416.97
10	GENERAL FUND	\$678,750.28	\$35,488.97	\$279,210.96	41.14	\$399,539.32
22	SPECIAL EDUCATION FUND					
1221	EXTENDED SCHOOL YEAR	\$85,188.75	\$0.00	\$83,630.45	98.17	\$1,558.30
1223	CENTER BASE DAY PROGRAMS	\$624,208.71	\$47,539.04	\$194,447.95	31.15	\$429,760.76
1226	EARLY CHILDHOOD SERVICES	\$333,429.76	\$24,966.86	\$108,045.30	32.40	\$225,384.46
1227	PROLONGED ASSISTANCE PROGRAMS	\$0.00	\$12,589.97	\$12,589.97	0.00	(\$12,589.97)
2129	TRANSITION SUPPORT SERVICES	\$26,425.78	\$1,681.77	\$10,899.39	41.25	\$15,526.39
2142	PSYCHOLOGICAL SERVICES	\$503,835.38	\$38,685.48	\$165,541.88	32.86	\$338,293.50
2152	SPEECH PATHOLOGY SERVICES	\$1,050,064.85	\$78,710.36	\$353,117.95	33.63	\$696,946.90
2171	PHYSICAL THERAPY	\$299,728.31	\$21,457.08	\$135,387.05	45.17	\$164,341.26
2172	OCCUPATIONAL THERAPY	\$485,826.14	\$34,976.53	\$176,576.82	36.35	\$309,249.32
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	\$7,136.83	\$41,091.06	34.85	\$76,833.97
2227	TECHNOLOGY SUPPORT	\$39,315.36	\$1,578.55	\$13,401.09	34.09	\$25,914.27
2319	BOARD OF EDUCATION SERVICES	\$71,634.12	\$940.65	\$50,762.48	70.86	\$20,871.64
2329	ADMINISTRATION	\$250,581.95	\$17,066.04	\$112,971.18	45.08	\$137,610.77
2529	ADMINISTRATION-FISCAL SERVICES	\$75,890.30	\$12,230.62	\$38,185.44	50.32	\$37,704.86
2542	OPERATION & MAINTENANCE BLDGS.	\$37,473.31	\$1,406.58	\$9,273.56	24.75	\$28,199.75
22	SPECIAL EDUCATION FUND	\$4,007,811.53	\$300,966.36	\$1,509,999.87	37.68	\$2,497,811.66
Grand Total:		\$4,686,561.81	\$336,455.33	\$1,789,210.83	38.18	\$2,897,350.98

Activity Fund Balance Report - Summary - Exclude Encumbrances
 12/2016 - 12/2016

Regular; Beginning Month 12/2016; Processing Month 12/2016; 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	4,679.27	2,279.26	3,240.00	0.00	5,640.01
71 415 850	ELABO-AMT HELD FOR OTHERS	0.00	0.00	0.00	0.00	0.00
71 430 800	IMPREST ACCOUNT	5,348.53	1,424.86	1,420.39	0.00	5,344.06
71 704 005	FUND BALANCE - UNDESIGNATED	0.00	0.00	0.00	0.00	0.00
71 760	UNASSIGNED FUND BALANCE	7.75	0.00	1.37	0.00	9.12
Fund Total: 71		14,950.59	4,417.64	5,375.28	0.00	15,908.23

Activity Fund Balance Report - Summary - Exclude Encumbrances
12/2016 - 12/2016

Regular; Beginning Month 12/2016; Processing Month 12/2016; Fund Number 71, 72

Fund: 72 SDGIP

<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	647,772.77	33,519.87	37,759.39	0.00	652,012.29
	Fund Total: 72	647,772.77	33,519.87	37,759.39	0.00	652,012.29

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

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, December 19 at Lake Area Technical Institute in Watertown, SD. The meeting was called to order by President Koenecke at 7:00 P.M. and adjourned at 7:25 P.M.

Members present:

Martin Murphy, Arlington; Cory Akin, Castlewood; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Arend Schuurman, Elkton; Todd Bjorkman, Estelline; Tracy Hlavack, Florence; Joe Homola, Hamlin; Dave Fuller, Henry; Christy Woodcock, Lake Preston; Hailey Peterson, Rosholt; Gloria Koerlin, Sioux Valley; Sandy Hinze, Waubay; Joel Shoemaker, Webster; Paula Warkenthien, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Kurt Zuehlke, Britton-Hecla; Trudi Gaikowski, Clark; Tim Peters, Enemy Swim Day School; Jared Engebretson, Grant-Deuel; Greg Schortzmann, Iroquois; Corrie Quale, Summit; Jeff Buchholz, Waverly/South Shore

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 #17033 Motion by D. Lutkemeier, second by T. Hlavacek, to approve the agenda with the following addition: 7d) DOE's study of the educational cooperatives and education service agencies; 7e) Meeting location for February 20, 2017. All present voting in favor, motion carried.

Introduction of Guests

Aubryn, Ailyn, and Adelyn Homola were introduced as guests.

Conflicts of Interest

No conflicts of interest were presented.

Financial Report

Action #17034 Motion by G. Koerlin, second by C. Akin, to approve the financial report for the period ending November 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>
November 1, 2016	\$146,372.22	\$515,858.45	\$16,652.60	\$634,279.43
<u>Receipts:</u>				
Local Sources	\$5,106.14	\$251,953.20	\$1.48	\$40,928.06
State Sources	\$4,843.91	\$11,431.13		
Federal Sources	\$15,962.00	\$129,576.00		
Other	\$19,294.90	\$30,215.00	\$731.52	
<u>Total Monthly Receipts</u>	<u>\$45,206.95</u>	<u>\$423,175.33</u>	<u>\$733.00</u>	<u>\$40,928.06</u>
Total Gross Receipts	\$191,579.17	\$939,033.78	\$17,385.60	\$675,207.49
Less Salaries	\$19,934.50	\$253,586.30		
Less Disbursements	\$19,707.97	\$78,807.37	\$2,435.02	\$27,434.72
<u>Total Salaries & Disbursements</u>	<u>\$39,642.47</u>	<u>\$332,393.67</u>	<u>\$2,435.02</u>	<u>\$27,434.72</u>
Ending Cash Balance November 30, 2016	\$151,936.70	\$606,640.11	\$14,950.58	\$647,772.77

Consent Agenda

Action #17035 Motion by C. Knutson, second by J. Homola, to approve the following items on the Consent Agenda: 6a) Approval of November 21, 2016 Board of Directors minutes; 6b) Approval of payment of December 2016 claims. All present voting in favor, motion carried.

December 2016 Accounts Payable

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 1,258.0

FUND TOTAL: \$35,625.89

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;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 TOTAL: \$300,726.65

Discussion Items

Director Evaluation

Director evaluations were passed out. They should be mailed back to Vice-President Homola before January 9th to go over in January.

Business Manager Evaluation

Business Manager evaluations were passed out. They should be mailed back to Vice-President Homola before January 9th to go over in January.

Steering/Negotiations Committee meeting January 16, 2017

No meeting will be held in January. Steering committee will plan its first meeting for Tuesday February 21st at 5:30 p.m.

DOE's study of the educational cooperatives and education service agencies

Director Aberle and Business Manager Christensen discussed information given from the recently released study of educational cooperative from DOE. Things noted were possible legislation to remove outdated ESA language, and possibility of a best practices template from DOE.

Meeting location for February 20, 2017

February meeting will be tentatively moved to February 21, 2017 at LATI in Watertown. The board will take action to make the change official in January.

Action Items

Approval of FY2017 Audit Report

It was noted that that the agenda was incorrect saying the FY2017 Audit Report, and should have instead said FY2016 Audit Report.

Action #17036 Motion by D. Lutkemeier, second by A. Schuurman to approve the FY2016 audit report. All present voting in favor, motion carried.

Assistant Director's Report

There was no Assistant Director's report.

Director's Report

There was no Director's report.

Executive Session

No executive session was held.


Adjournment

Action #17037 With there being no further business, motion by H. Peterson, second by G. Koerlin, 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, January 16, 2016 at 7:00 P.M.

Debbe Koenecke, President

Brice Christensen, Business Manager

Vendor Name	Description	Amount
Checking Account: 1	Fund Number: 10 GENERAL FUND	
BLACK HILLS STATE UNIVERSITY	SDC - PURCHASED SERVICES	17,047.00
BMO MASTERCARD	PURCH SVCS, TRAVEL, PHONE, SPLS	430.86
CENEX FLEETCARD	MAINT & GASOLINE	4,183.91
CHRISTENSEN, BRICE	ADVANCED STUDY/MILEAGE	79.35
CRAIG BASS SANITARY SERVICE	O&M - GARBAGE SERVICE	20.77
DELYLE'S SOUTH 81 SERVICE, INC.	MAINT	1,382.82
DON'S BODY SHOP	MAINT	3,567.94
DUST TEX SERVICE, INC.	O&M - RUG RENTAL	6.42
ESTELLINE COMMUNITY OIL CO.	MAINT	39.65
FREWING, TIMOTHY	ADVANCED STUDY/GAS REIMBURSE	106.53
HAMLIN COUNTY FARMERS COOP	MAINT & GASOLINE	586.29
KORMANAGEMENT SERVICES, LLC	DRUG & ALCOHOL POOL	2,074.33
NELSON, KASEY	BOARD - FINGERPRINTS	1.48
NESC IMPREST	REIMBURSE IMPREST	63.73
NESC PAYROLL CLEARING	JANUARY 2017 PAYROLL	20,021.74
NORTHLAND AUTO CENTER	MAINT	330.50
OTTER TAIL POWER CO.	O&M - ELECTRICITY	57.84
PALMLUND AUTOMOTIVE	MAINT	36.44
QUICK PRO LUBE	MAINT	36.02
REINHILLER, LISA	ED SPEC/ESA TRAVEL	186.00
RON'S AUTO REPAIR	MAINT	314.62
SPRANG, CHANTEL	VEHICLE MAINT	52.16
STORMO, BEN	O&M - SNOW REMOVAL	111.09
TOWN OF HAYTI	O&M- WATER/SEWER	5.72
TWIN VALLEY TIRE, INC.	MAINT	314.00
W.W. TIRE SERVICE	MAINT	151.75
Fund Number: 10		<hr/> 51,208.96
Checking Account: 1	Fund Number: 22 SPECIAL EDUCATION FUND	
BMO MASTERCARD	PURCH SVCS, TRAVEL, PHONE, SPLS	15,134.75
	EC MILEAGE TO PARENT	83.16
BRITTON-HECLA SCHOOL DISTRICT	SPEECH MILEAGE	47.04
CASTLEWOOD SCHOOL DISTRICT	CB FACILITY USE FEE	948.26
CHILSON, GINA	SPEECH MILEAGE TO STAFF	80.64
CHRISTENSEN, BRICE	ADVANCED STUDY/MILEAGE	456.77

ACCOUNTS PAYABLE JANUARY 2016

Vendor Name	Description	Amount
CRAIG BASS SANITARY SERVICE	O&M - GARBAGE SERVICE	108.23
DUST TEX SERVICE, INC.	O&M - RUG RENTAL	33.44
FREWING, TIMOTHY	ADVANCED STUDY/GAS REIMBURSE	426.00
HAMLIN SCHOOL DISTRICT	CB FACILITY USE FEE	1,117.59
	CB MILEAGE TO PARENT	171.36
NELSON, KASEY	BOARD - FINGERPRINTS	8.52
NESC IMPREST	REIMBURSE IMPREST	630.13
NESC PAYROLL CLEARING	JANUARY 2017 PAYROLL	250,063.23
OTTER TAIL POWER CO.	O&M - ELECTRICITY	301.44
REINHILLER, LISA	ED SPEC/ESA TRAVEL	157.00
STORMO, BEN	O&M - SNOW REMOVAL	578.91
TOWN OF HAYTI	O&M- WATER/SEWER	29.78
WEBSTER SCHOOL DISTRICT	CB FACILITY USE FEE	406.40
WENZ, MELODY	SPEECH MILEAGE TO STAFF	9.24
WIESE, RITA	SPEECH MILEAGE TO STAFF	23.94
Fund Number: 22		<hr/> 270,815.83
Checking Account: 1		<hr/> 322,024.79

Transaction Search - Company

All amounts are tax inclusive and displayed in their billing currency

As an administrator you may make adjustments to these transactions

Bank of Montreal - MasterCard, Statement Period 12/06/2016 to 01/05/2017

Mapped Cards

Boyd Brenda

Posting Date	Tran Date	Account	Supplier	Amount		
12/09/2016	12/07/2016	XXXX-XXXX-XXXX-1375	Americinn Lodge & Suit	114.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
12/16/2016	12/15/2016	XXXX-XXXX-XXXX-1375	Americinn Of Aberdeen	55.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
12/20/2016	12/19/2016	XXXX-XXXX-XXXX-1375	Americinn In Pierre	57.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12/29/2016	12/28/2016	XXXX-XXXX-XXXX-1375	Apl*appleonlinestoreus	99.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12/30/2016	12/30/2016	XXXX-XXXX-XXXX-1375	Apl*appleonlinestoreus	379.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
01/02/2017	01/02/2017	XXXX-XXXX-XXXX-1375	Payment - Auto Payment Received-Thank You	-446.00		
			Debit Total USD	704.00		
			Credit Total USD	-446.00		
			Total USD	258.00		

Christensen Brice

Posting Date	Tran Date	Account	Supplier	Amount		
12/08/2016	12/07/2016	XXXX-XXXX-XXXX-5117	Innovative Office Solu	92.25	<input checked="" type="checkbox"/>	
12/16/2016	12/15/2016	XXXX-XXXX-XXXX-5117	Innovative Office Solu	31.97	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12/23/2016	12/23/2016	XXXX-XXXX-XXXX-5117	Vzwrlls*my Vz Vb P	323.78	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12/29/2016	12/28/2016	XXXX-XXXX-XXXX-5117	Watertown Po	209.59	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12/29/2016	12/28/2016	XXXX-XXXX-XXXX-5117	Marshall County Health	6,635.47	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12/30/2016	12/28/2016	XXXX-XXXX-XXXX-5117	Time Management System	99.89	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12/30/2016	12/29/2016	XXXX-XXXX-XXXX-5117	Interstate Telecomm Co	472.88	<input type="checkbox"/>	<input checked="" type="checkbox"/>
01/02/2017	01/02/2017	XXXX-XXXX-XXXX-5117	Payment - Auto Payment Received-Thank You	-16,685.86		
01/04/2017	01/03/2017	XXXX-XXXX-XXXX-5117	Sanford Credit Card Pm	6,394.69	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01/05/2017	01/04/2017	XXXX-XXXX-XXXX-5117	Hy Vee 1871	29.97	<input type="checkbox"/>	<input checked="" type="checkbox"/>
			Debit Total USD	14,290.49		
			Credit Total USD	-16,685.86		
			Total USD	-2,395.37		

Center Base Castlewood

Posting Date	Tran Date	Account	Supplier	Amount		
12/15/2016	12/14/2016	XXXX-XXXX-XXXX-7846	Wal-Mart #1500	22.82	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12/15/2016	12/14/2016	XXXX-XXXX-XXXX-7846	Wal-Mart #1500	33.06	<input type="checkbox"/>	<input checked="" type="checkbox"/>
01/02/2017	01/02/2017	XXXX-XXXX-XXXX-7846	Payment - Auto Payment Received-Thank You	-35.67		

Debit Total USD	55.88
Credit Total USD	-35.67
Total USD	20.21

Center Base Hamlin

Posting Date	Tran Date	Account	Supplier	Amount
12/08/2016	12/07/2016	XXXX-XXXX-XXXX-7820	Hy Vee 1871	166.98
			Debit Total USD	166.98
			Credit Total USD	0.00
			Total USD	166.98

Reinhiller Lisa

Posting Date	Tran Date	Account	Supplier	Amount
12/14/2016	12/12/2016	XXXX-XXXX-XXXX-1409	Americinn Lodge & Suit	56.50
12/15/2016	12/13/2016	XXXX-XXXX-XXXX-1409	Fort Randall Casino Ho	65.95
12/20/2016	12/19/2016	XXXX-XXXX-XXXX-1409	Americinn In Pierre	57.00
01/02/2017	01/02/2017	XXXX-XXXX-XXXX-1409	Payment - Auto Payment Received-Thank You	-262.00
			Debit Total USD	179.45
			Credit Total USD	-262.00
			Total USD	-82.55

Admin Nesc

Posting Date	Tran Date	Account	Supplier	Amount
12/23/2016	12/22/2016	XXXX-XXXX-XXXX-5997	Usps Po 4637080684	111.81
01/02/2017	01/02/2017	XXXX-XXXX-XXXX-5997	Payment - Auto Payment Received-Thank You	-83.00
			Debit Total USD	111.81
			Credit Total USD	-83.00
			Total USD	28.81

Special Olympics Nesc

Posting Date	Tran Date	Account	Supplier	Amount
01/02/2017	01/02/2017	XXXX-XXXX-XXXX-9475	Payment - Auto Payment Received-Thank You	-1,469.51
			Debit Total USD	0.00
			Credit Total USD	-1,469.51
			Total USD	-1,469.51

Psychology 2 School

Posting Date	Tran Date	Account	Supplier	Amount
12/20/2016	12/19/2016	XXXX-XXXX-XXXX-7796	Americinn In Pierre	57.00
12/22/2016	12/21/2016	XXXX-XXXX-XXXX-7796	Food4less Fuel #1566	-1.85
12/22/2016	12/21/2016	XXXX-XXXX-XXXX-7796	Food4less Fuel #1566	25.00
12/30/2016	12/30/2016	XXXX-XXXX-XXXX-7796	Miscellaneous Fee - Mn Cr Rev Food4less Fuel #1566 Dolton	1.85
12/30/2016	12/30/2016	XXXX-XXXX-XXXX-7796	Dispute Credit Adjustment - Dispute: Food4less Fuel #1566 Do	-25.00
			Debit Total USD	83.85
			Credit Total USD	-26.85
			Total USD	57.00

Northeast Educational Services Cooperative
Advisory Board Meeting
Wednesday January 4, 2017

The Advisory Board for the Northeast Educational Services Cooperative (NESC) met Wednesday, January 4, 2017 at Hy-Vee in Watertown, South Dakota. The meeting was called to order by Chairman Stewart at 10:05 A.M. and adjourned at 11:25 A.M.

Present: Justin Downes, Arlington; Steve Benson, Britton-Hecla; Keith Fodness, Castlewood; Luanne Warren, Clark; Abi Van Regenmorter, De Smet; Kevin Keenaghan, Deubrook; Dean Christensen, Deuel; Virginia Dolney, Enemy Swim; Jim Lentz, Estelline; Gary Leighton, Florence; Al Stewart, Grant-Deuel; Patrick Kraning, Hamlin; Steve Zirbel, Henry; Mike Ruth, Iroquois; Tim Casper, Lake Preston; Laura Schuster, Sioux Valley; John Bjorkman, Waverly; James Block, Webster; Scott Klaudt, Willow Lake; Larry Hulscher, Wilmot

Absent: Tess Appel, Rosholt; Kurt Jensen, Summit; Dean Jones, Waubay;

Others Attending: Jerry Aberle, Director; Brice Christensen, Business Manager; Tim Frewing, Assistant Director; Kari Nolte, Reading Recovery Teacher

ADVISORY BOARD AGENDA

Financial Report

Business Manager Christensen reviewed the financial report for November 2016.

Future Meeting Dates

Meeting dates will be February 8, March 1, April 5, and May 3.

Reading Recovery

Kari Nolte gave a presentation on the NESC Reading Recovery program.

There was discussion on the FY17 Reading Recovery budget. Business Manager Christensen noted that if every school that was in the program continued to participate the worst case scenario would be a \$686.33 per school increase.

December 1 Child Count Report and K-12 enrollment

Administrators are to submit the December 1 child count report and k-12 enrollment to NESC by February 1.

OT Services for 2017-18

Director Aberle explained that it may be possible to discontinue using some contracted OT services to save money. Consensus was to gather more figures and look into the situation further.

Adjournment

There being no further business, motion by Bjorkman, second by Klaudt to adjourn. All present voting in favor, motion carried.

Brice Christensen, Business Manager

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE
BOARD OF DIRECTORS MEETING
Monday, January 16, 2017 - 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 December 2016 financial report
6. Consent Agenda
 - a. Approval of December 19, 2016 meeting minutes
BOARD ACTION: _____

 - b. Approval of payment of January, 2017 budget claims
BOARD ACTION: _____

 - c. _____
BOARD ACTION: _____

 - d. _____
BOARD ACTION: _____

 - e. _____
BOARD ACTION: _____

7. Discussion Items
 - a. January 4, 2017 Advisory Board meeting minutes
BOARD ACTION: _____

b. _____
BOARD ACTION: _____

c. _____
BOARD ACTION: _____

8 Action Items

a. Change February meeting date from February 20 to February 21
BOARD ACTION: _____

b. Offer contract to Director for the 2017-18 school year (After executive session)
BOARD ACTION: _____

c. Offer contract to Business Manager for the 2017-18 school year (After executive session)
BOARD ACTION: _____

d. _____
BOARD ACTION: _____

9. Assistant Director's Report

10. Director's Report

11. Executive Session

- a. Personnel---SDCL 1-25-2(1) Director Evaluation
- b. Personnel---SDCL 1-25-2(1) Business Manager Evaluation
- c. Negotiations ---SDCL 1-25-2(4)