

April 13, 2017

Hello NESC Board of Directors

Meeting Location:

Our April meeting will be held Monday, April 17, 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

April 13, 2017

Dear NESC Board Members:

Our April board meeting will be held on **Monday, April 17, 2017**. It will begin at 7:00 pm and 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 several additions. They include:

6d. Approval of contract amendment—KorManagement Services, Drug & Alcohol Pool Testing Vendor; laboratory/medical review charge moving from \$36 per test to \$37; drug collection charge moving from \$15 per test to \$20 per test. Both changes are effective July 1, 2017. We have been with KorManagement Services since July 1, 2016. This amendment would reflect an increase for next year.

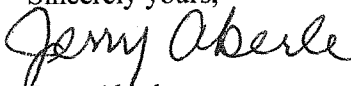
7h. Grant Deuel School surplus vehicles. Enclosed is a list of vehicles the Grant Deuel School District will have available for sale. I would like to discuss with the board about the possibility of submitting a bid(s).

8f. Approve final Center Base tuition rates for 2016-17. Enclosed are the rates that Brice will be recommending.

8g. Approve JPA (Joint Powers Agreement) for NPIP (Northern Plains Insurance Pool). Brice will provide information concerning this item.

10a, b, and c. Please note the changes in the dates.

See you Monday evening.

Sincerely yours,

Jerry Aberle

NESC BOARD OF DIRECTORS' MEETING

Proposed Agenda

Date: April 17, 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 March 2017 financial report
6. Consent Agenda
 - a. Approval of March 20, 2017 meeting minutes
 - b. Approval of payment of April 2017 budget claims
 - c. Approval of contract—Melissa Gent, school psychologist--\$53,040.00
 - d.
 - e.
7. Discussion Items
 - a. April 5, 2017 Advisory Board meeting minutes
 - b. Assistant Director's report
 - c. Director's report
 - d. Reading Recovery update
 - e. Property and liability insurance quotes
 - f. Duenwald Transportation—providing transportation for Special Olympics athletes to Spearfish
 - g. FY 2018 preliminary budget
 - h.
 - i.
8. Action Items
 - a. Accept Resignation—Shayna Ness, Center Base Teacher in Webster
 - b. Approve Transportation Contract—Duenwald Transportation, \$2,150.00
 - c. Approve Delta Dental rates for 2017-18
 - d. Approve NPIP Health Insurance plans and rates for 2017-18
 - e.
9. Executive Session
 - a. Personnel—SDCL 1-25-2(1)
 - b. Negotiations—SDCL 1-25-2(4)
10. Action Items after Executive Session
 - a. Offer contracts to Unit 1 and 2 employees—issue date May 1, return date May 15
 - b. Offer contracts to ESY employees—issue date April 20, return date May 4
 - c. Set salaries and offer contracts to paraprofessionals and office staff—issue date May 1, return date May 15
 - d. Set Director salary and benefits
 - e. Set Assistant Director salary and benefits
 - f. Set Business Manager salary and benefits
 - g. Sarah Whipkey, certified occupational therapy assistant, request to move from 1.0 FTE to .8 FTE

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 March 2017 financial report**
- 6. Consent Agenda**
 - a. Approval of March 20, 2017 meeting minutes.** Please review enclosed minutes.
 - b. Approval of payment of April 2017 budget claims.** Please review the enclosed budget claims.
 - c. Approval of contract—Melissa Gent, school psychologist--\$53,040.00.** Melissa will be filling the new position authorized by the Board at their March meeting.
- 7. Discussion Items**
 - a. April 5, 2017 Advisory Board meeting minutes.** Please review the enclosed minutes.
 - b. Assistant Director's report.**
 - c. Director's report.**
 - d. Reading Recovery update.**
 - e. Property and liability quotes.** Brice will be discussing this issue with the Board.
 - f. Duenwald Transportation—providing transportation for Special Olympics athletes to Spearfish.** Enclosed is an agreement for transporting Special Olympic athletes to Spearfish in May.
 - g. FY 2018 preliminary budget.** Brice will present the FY 2018 preliminary budget.
 - h.**
- 8. Action Items**
 - a. Accept Resignation—Shayna Ness, Center Base Teacher in Webster.** Please review the enclosed letter.
 - b. Approve Transportation Contract—Duenwald Transportation, \$2,150.00.**
 - c. Approve Delta Dental rates for 2017-18.**
 - d. Approve NPIP Health Insurance plans and rates for 2017-18.**
 - e.**
 - f.**
- 9. Executive Session**
 - a. Personnel—SDCL 1-25-2(1)**
 - b. Negotiations—SDCL 1-25-2(4)**
 - c.**
- 10. Action Items after Executive Session**
 - a. Offer contracts to Unit 1 and 2 employees—issue date May 1, return date May 15.**
 - b. Offer contracts to ESY employees—issue date April 20, return date May 4.**
 - c. Set salaries and offer contracts to paraprofessionals and office staff—issue date May 1, return date May 15.**
 - d. Set Director salary and benefits.**
 - e. Set Assistant Director salary and benefits.**
 - f. Set Business Manager salary and benefits.**
 - g. Sarah Whipkey, certified occupational therapy assistant, request to move from 1.0 FTE to .8 FTE.**

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					
March 1, 2017	\$170,218.69	\$722,242.33	\$14,985.25	\$586,201.58	\$1,493,647.85

Receipts:

Local Sources:

1312 Center Base Tuition		\$63,679.99			\$63,679.99
1332 Extended School Year Tuition					\$0.00
1510 Interest	\$60.49	\$150.30	\$1.59	\$129.59	\$341.97
1941 ESA 1 OTHER SOURCES					\$0.00
1941 ESA 1 LEA Assessments					\$0.00
1941 SD COUNTS Other LEAs					\$0.00
1971 Insurance Premiums					\$0.00
1990 Charges For Service				\$73,940.00	\$73,940.00
1990 SPED Assessments		\$105,613.24			\$105,613.24
1990 General Fund Assessment	\$1,799.02				\$1,799.02
1990 Reading Recovery	\$3,291.12				\$3,291.12
1990 Reading Recovery-Other LEAs					\$0.00
1990 Miscellaneous	\$1,031.21	\$2,475.00			\$3,506.21
1990 Northern Plains	\$2,500.00				\$2,500.00
1990 Special Projects-Indirect Cost					\$0.00
1990 Drug & Alcohol Pool					\$0.00
1990 Expensed Mileage	\$72,171.86				\$72,171.86

State Sources:

3119 Grants-in-Aid: Ed. Specialist		\$42,072.62			\$42,072.62
3900 Part C Funds		\$3,641.30			\$3,641.30
3900 Part B Funds					\$0.00
3900 ESA 1	\$4,168.00				\$4,168.00

Federal Sources:

4152 Title IIB (SD COUNTS)					\$0.00
4175 IDEA Part B 611		\$131,892.00			\$131,892.00
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	\$125.00	\$62,991.00			\$63,116.00
Other Receipts			\$2,708.33		\$2,708.33

Total Monthly Receipts	\$85,146.70	\$416,708.45	\$2,709.92	\$74,069.59	\$578,634.66
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Total Gross Receipts	\$255,365.39	\$1,138,950.78	\$17,695.17	\$660,271.17	\$2,072,282.51
Manual Journal Entry					\$0.00
Manual Journal Entry Revenue					\$0.00

Less Salaries & Disbursements					
Salaries	\$19,879.10	\$252,798.65			\$272,677.75
Disbursements	\$22,505.42	\$151,610.23	\$3,163.40	\$33,195.94	\$210,474.99
Less Total Salaries & Disbursements	\$42,384.52	\$404,408.88	\$3,163.40	\$33,195.94	\$483,152.74

CASH BALANCE					
March 31, 2017	\$212,980.87	\$734,541.90	\$14,531.77	\$627,075.23	\$1,589,129.77

Balance Sheet

Payroll Clearing Account XX-101-002	\$20.00	\$80.00	\$0.00	\$0.00	\$100.00
Checking Account XX-101	\$9,791.66	\$191,217.77	\$9,615.39	\$627,075.23	\$837,700.05
Money Market Savings XX-105	\$203,169.21	\$460,963.35	\$4,916.38	\$0.00	\$669,048.94
Certificates of Deposit XX-106	\$0.00	\$77,280.78	\$0.00	\$0.00	\$77,280.78
Imprest XX-108	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00
TOTALS	\$212,980.87	\$734,541.90	\$14,531.77	\$627,075.23	\$1,589,129.77
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Revenue Summary Report

Processing Month: 03/2017

User ID: BPC

Regular; Processing Month 03/2017; 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	60.49	391.34	130.45	(91.34)
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	70,154.22	94.10	4,400.00
10 1941 015	ESA-1 REVENUE OTHER SOURCES-LEAs	29,285.91	0.00	32,285.91	110.24	(3,000.00)
10 1941 016	SD COUNTS-OTHER LEAS	21,574.17	0.00	21,952.83	101.76	(378.66)
10 1990 009	NON-SP.ED. ASSESSMENTS	21,382.70	1,799.02	16,037.01	75.00	5,345.69
10 1990 012	READING RECOVERY ASSESSMENTS	49,110.16	3,291.12	39,785.52	81.01	9,324.64
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	1,031.21	2,224.89	0.00	(2,224.89)
10 1990 020	NORTHERN PLAINS	24,000.00	2,500.00	22,500.00	93.75	1,500.00
10 1990 073	D&A POOL ASSESSMENTS	15,000.00	0.00	5,848.69	38.99	9,151.31
10 1990 200	EXPENSED MILEAGE FROM SPED	262,950.00	72,171.86	131,874.20	50.15	131,075.80
Subtotal: LOCAL SOURCES		511,948.86	80,853.70	346,237.31	67.63	165,711.55
10 3900 013	READING RECOVERY I3 GRANT	0.00	0.00	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	0.00	7,260.40	100.00	0.00
10 3900 110	ESA 1 MENU OF OPTIONS	15,000.00	0.00	6,600.00	44.00	8,400.00
10 3900 111	ESA 1 TEACHER TRAINING	0.00	4,168.00	4,168.00	0.00	(4,168.00)
Subtotal: STATE SOURCES		47,172.40	4,168.00	18,028.40	38.22	29,144.00
10 4152 016	TITLE II PART B SD COUNTS	98,629.02	0.00	35,236.00	35.73	63,393.02
Subtotal: FEDERAL SOURCES		98,629.02	0.00	35,236.00	35.73	63,393.02
10 5110	OPERATING TRANSFER IN	0.00	0.00	0.00	0.00	0.00
10 5130	SALE OF SURPLUS PROPERTY	0.00	0.00	6,119.98	0.00	(6,119.98)
10 5140	COMPENSATION FOR LOSS OF ASSET	0.00	0.00	13,320.93	0.00	(13,320.93)
Subtotal: 5000		0.00	0.00	19,440.91	0.00	(19,440.91)
Fund Total:		657,750.28	85,021.70	418,942.62	63.69	238,807.66

Regular; Processing Month 03/2017; 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	63,679.99	421,634.98	67.55	202,573.72
22 1312 100	TUITION-ESY	81,817.75	0.00	83,630.31	102.22	(1,812.56)
22 1510	INTEREST	1,500.00	150.30	1,396.15	93.08	103.85
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	105,613.24	935,410.41	75.00	311,808.64
22 1990 018	MISCELLANEOUS	5,000.00	2,475.00	6,980.56	139.61	(1,980.56)
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	171,918.53	1,449,052.41	73.75	515,693.09
22 3119 071	STATE GRANTS-IN-AID: ED.SPEC.	117,925.03	42,072.62	48,856.73	41.43	69,068.30
22 3900 013	STATE REVENUE: PART C FUNDS	50,000.00	3,641.30	46,508.08	93.02	3,491.92
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	45,713.92	106,795.94	61.94	65,629.09
22 4175 475	REGULAR IDEA PART B 611	1,654,908.00	131,892.00	846,314.00	51.14	808,594.00
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	26,238.00	50.11	26,124.00
	Subtotal: FEDERAL SOURCES	1,710,641.00	136,085.00	872,552.00	51.01	838,089.00
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	3,156.85	0.00	(3,156.85)
	Subtotal: 5000	0.00	0.00	3,156.85	0.00	(3,156.85)
	Fund Total:	3,847,811.53	353,717.45	2,431,557.20	63.19	1,416,254.33

Revenue Summary Report

Processing Month: 03/2017

User ID: BPC

Regular; Processing Month 03/2017; 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	438,739.15	2,850,499.82	63.27	1,655,061.99

EXPENDITURE SUMMARY

Regular; Processing Month 03/2017; Fund Number 10, 22

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	\$5,831.22	\$44,080.28	70.08	\$18,821.58
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$271,215.73	\$17,322.81	\$136,701.46	50.40	\$134,514.27
2227	TECHNOLOGY SUPPORT	\$14,829.43	\$367.12	\$10,561.12	71.22	\$4,268.31
2319	BOARD OF EDUCATION SERVICES	\$16,443.46	\$180.71	\$9,632.31	58.58	\$6,811.15
2329	ADMINISTRATION	\$47,528.33	\$3,258.01	\$28,664.03	60.31	\$18,864.30
2529	ADMINISTRATION-FISCAL SERVICES	\$17,182.83	\$886.72	\$9,344.47	54.38	\$7,838.36
2542	OPERATION & MAINTENANCE BLDGS.	\$11,190.94	\$203.66	\$2,914.74	26.05	\$8,276.20
2545	VEHICLE SERVICE	\$222,457.70	\$12,449.34	\$152,684.41	68.64	\$69,773.29
2551	DRUG & ALCOHOL TESTING POOL	\$15,000.00	\$1,666.65	\$6,324.01	42.16	\$8,675.99
10	GENERAL FUND	\$678,750.28	\$42,166.24	\$400,906.83	59.07	\$277,843.45
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	\$54,714.10	\$339,623.88	54.41	\$284,584.83
1226	EARLY CHILDHOOD SERVICES	\$333,429.76	\$32,895.65	\$188,482.41	56.53	\$144,947.35
1227	PROLONGED ASSISTANCE PROGRAMS	\$0.00	\$0.00	\$12,589.97	0.00	(\$12,589.97)
2129	TRANSITION SUPPORT SERVICES	\$26,425.78	\$2,132.43	\$16,395.36	62.04	\$10,030.42
2142	PSYCHOLOGICAL SERVICES	\$503,835.38	\$43,012.68	\$276,113.55	54.80	\$227,721.83
2152	SPEECH PATHOLOGY SERVICES	\$1,050,064.85	\$93,191.77	\$602,626.26	57.39	\$447,438.59
2171	PHYSICAL THERAPY	\$299,728.31	\$28,426.33	\$205,123.87	68.44	\$94,604.44
2172	OCCUPATIONAL THERAPY	\$485,826.14	\$47,821.00	\$295,783.13	60.88	\$190,043.01
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	\$10,884.07	\$66,131.44	56.08	\$51,793.59
2227	TECHNOLOGY SUPPORT	\$39,315.36	\$2,113.61	\$18,838.31	47.92	\$20,477.05
2319	BOARD OF EDUCATION SERVICES	\$71,634.12	\$1,038.71	\$52,343.98	73.07	\$19,290.14
2329	ADMINISTRATION	\$250,581.95	\$20,839.20	\$169,242.99	67.54	\$81,338.96
2529	ADMINISTRATION-FISCAL SERVICES	\$75,890.30	\$5,007.41	\$53,720.60	70.79	\$22,169.70
2542	OPERATION & MAINTENANCE BLDGS.	\$37,473.31	\$1,061.54	\$13,974.17	37.29	\$23,499.14
22	SPECIAL EDUCATION FUND	\$4,007,811.53	\$343,138.50	\$2,398,698.67	59.85	\$1,609,112.86
	Grand Total:	\$4,686,561.81	\$385,304.74	\$2,799,605.50	59.74	\$1,886,956.31

Activity Fund Balance Report - Summary - Exclude Encumbrances
03/2017 - 03/2017

Regular; Beginning Month 03/2017; Processing Month 03/2017; 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	0.00	713.52	713.52	0.00	0.00
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	5,568.01	737.06	0.00	0.00	4,830.95
71 415 850	ELABO-AMT HELD FOR OTHERS	0.00	0.00	0.00	0.00	0.00
71 430 800	IMPREST ACCOUNT	5,592.77	1,712.82	1,994.81	0.00	5,874.76
71 704 005	FUND BALANCE - UNDESIGNATED	0.00	0.00	0.00	0.00	0.00
71 760	UNASSIGNED FUND BALANCE	11.85	0.00	1.59	0.00	13.44
Fund Total: 71		14,985.25	3,163.40	2,709.92	0.00	14,531.77

Activity Fund Balance Report - Summary - Exclude Encumbrances

03/2017 - 03/2017

Regular; Beginning Month 03/2017; Processing Month 03/2017; 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	586,201.58	33,195.94	74,069.59	0.00	627,075.23
	Fund Total: 72	586,201.58	33,195.94	74,069.59	0.00	627,075.23

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, March 20, 2017

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, March 20 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 8:48 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; Evelyn Eagle, Enemy Swim Day School; Ron Gorder, Estelline; Tracy Hlavack, Florence; Joe Homola, Hamlin; Christy Woodcock, Lake Preston; Hailey Peterson, Rosholt; Gloria Koerlin, Sioux Valley; Sandy Hinze, Waubay; Jeff Buchholz, Waverly/South Shore; Joel Shoemaker, Webster; Caryl Schmidt, Willow Lake;

Absent:

Kurt Zuehlke, Britton-Hecla; Jared Engebretson, Grant-Deuel; Dave Fuller, Henry; Greg Schortzmann, Iroquois; Corrie Quale, Summit; Denise Lutkemeier, Wilmot

Others Attending:

NESC Staff Representatives: None present.

Member District Superintendents: Mike Ruth, Iroquois; 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 #17054 Motion by J. Homola, second by C. Knutson, to approve the agenda with the following additions: 7f) Subcontracting occupational therapy services for the Webster, Waubay, Summit, Enemy Swim, and Wilmot districts; 7g) Northern Plains Insurance Pool documents; 7h) Shared Services grant. All present voting in favor, motion carried.

Introduction of Guests

Jim Block, Mike Ruth, and Isaac Gerdis, were introduced as guests.

Conflicts of Interest

No conflicts of interest were presented.

Financial Report

Action #17055 Motion by G. Koerlin, second by J. Homola, to approve the financial report for the period ending February 2017. 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>
February 1, 2017				
	\$142,578.88	\$681,487.62	\$15,972.18	\$617,745.84
<u>Receipts:</u>				
Local Sources	\$28,245.75	\$175,732.27	\$1.18	\$115.74
State Sources	\$6,600.00	\$3,453.40		
Federal Sources	\$19,274.00	\$136,636.00		
Other	\$1,953.26		\$1,432.98	
<u>Total Monthly Receipts</u>	<u>\$56,073.01</u>	<u>\$315,821.67</u>	<u>\$1,434.16</u>	<u>\$115.74</u>
Total Gross Receipts	\$198,651.89	\$997,309.29	\$17,406.34	\$617,861.58
Less Salaries	\$19,947.21	\$254,941.08		
Less Disbursements	\$8,485.99	\$20,125.88	\$2,421.09	\$31,660.00
<u>Total Salaries & Disbursements</u>	<u>\$28,433.20</u>	<u>\$275,066.96</u>	<u>\$2,421.09</u>	<u>\$31,660.00</u>
Ending Cash Balance February 28, 2017	\$170,218.69	\$722,242.33	\$14,985.25	\$586,201.58

Consent Agenda

Action #17056 Motion by C. Akin, second by T. Hlavacek, to approve the following items on the Consent Agenda: 6a) Approval of February 21, 2017 Board of Directors minutes; 6b) Approval of payment of March 2017 claims. All present voting in favor, motion carried.

Business Manager Christensen noted one correction from the February 21 minutes: Action #17045 the motion was made by Akin, second by Fuller.

March 2017 Accounts Payable

GENERAL FUND: BMO MASTERCARD PURCH SVCS, SUPPLIES, TRAVEL, PHONE 1,494.68; BROOKINGS REGISTER BOARD- ADVERTISING 59.05; CENEX FLEETCARD MAINT & GASOLINE 5,250.72; CHRISTENSEN, BRICE FISCAL - MILEAGE 8.02; DAYS INN READING RECOVERY TRAVEL 57.00; DELYLE'S SOUTH 81 SERVICE, INC. MAINT 3,221.92; DON'S BODY SHOP MAINT 487.22; DUST TEX SERVICE, INC. O&M - RUG RENTAL 6.42; ESTELLINE COMMUNITY OIL CO. MAINT 111.95; GOEHRING-STREET, KRIS ADVANCED STUDY 74.00; HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 1,013.42; JEFF'S VACUUM CENTER O&M - REPAIRS 2.65; KORMANAGEMENT SERVICES, LLC DRUG & ALCOHOL POOL 1,666.65; NESC IMPREST REIMBURSE IMPREST 550.65; NESC PAYROLL CLEARING MARCH 2017 PAYROLL 19,879.10; NESC SPECIAL REVENUE PROJECTS QUARTER 2 EXPENSED MILEAGE 6,407.70; NORTHLAND AUTO CENTER MAINT 46.02; OTTER TAIL POWER CO. O&M - ELECTRICITY 64.90; PALMLUND AUTOMOTIVE MAINT 293.73; PLAINSMAN BOARD - ADVERTISING 28.64; PRAIRIE AG PARTNERS MAINTENANCE 140.00; QUICK PRO LUBE MAINT 36.02; REPORTER AND FARMER BOARD - ADVERTISING 6.66; S & S AUTO MAINT 32.28; SISSETON COURIER BOARD - ADVERTISING 13.99; TOWN OF HAYTI O&M - WATER AND SEWER 5.72; W.W. TIRE SERVICE MAINT 1,373.03; WEBSTER AUTO CARE MAINT 52.3

FUND TOTAL: \$42,384.52

SPECIAL EDUCATION FUND: BMO MASTERCARD PURCH SVCS, SUPPLIES, TRAVEL, PHONE 20,648.92; EC MILEAGE TO PARENT 92.40; BRITTON-HECLA SCHOOL DISTRICT SPEECH MILEAGE TO SCHOOL 132.72; BROOKINGS REGISTER BOARD- ADVERTISING 339.95; CHILSON, GINA SPEECH MILEAGE TO STAFF 126.42; CHRISTENSEN, BRICE FISCAL - MILEAGE 46.16; DUST TEX SERVICE, INC. O&M - RUG RENTAL 33.44; GOEHRING-STREET, KRIS ADVANCED STUDY 426.00; JEFF'S VACUUM CENTER O&M - REPAIRS 13.83; JUTTINGS GROCERY CB SUPPLIES 25.58; LUX, LOIS SPEECH MILEAGE TO STAFF 40.32; CB MILEAGE TO PARENT 196.56; NESC IMPREST REIMBURSE IMPREST 1,444.16; NESC PAYROLL CLEARING MARCH 2017 PAYROLL 252,337.68; NESC SPECIAL REVENUE PROJECTS QUARTER 2 EXPENSED MILEAGE 65,764.16; OTTER TAIL POWER CO. O&M - ELECTRICITY 338.20; PLAINSMAN BOARD - ADVERTISING 164.86; REPORTER AND FARMER BOARD - ADVERTISING 38.34; SISSETON COURIER BOARD - ADVERTISING 80.51

SOUTH DAKOTA DEPARTMENT OF EDUCATION GRANT-DEUEL MOE 61,596.00;TOWN OF HAYTI O&M - WATER AND SEWER 29.78; WIESE, RITA SPEECH MILEAGE TO STAFF 31.9

FUND TOTAL: \$403,947.91

Discussion Items

March 1, 2017 Advisory Board meeting minutes

Director Aberle reviewed the minutes from the advisory meeting.

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Aberle gave his monthly report.

Reading Recovery Update

Director Aberle shared that he does not have a definitive answer from Brookings or any potential new schools for Reading Recovery. Staff would need to be reduced if nothing changes.

Property and Liability Quotes

Business Manager Christensen said that he is working with two different agencies on getting Property/Liability and Worker's Compensation quotes. They should be ready to review against the current carrier in April.

Subcontracting occupational therapy services for the Webster, Waubay, Summit, Enemy Swim, and Wilmot Districts

Discussion was held on the possibility on discontinuing the use of Sanford Webster and a portion of Marshall County Health Occupational Therapy contracted services. Arguments for discontinuing the contracted service centered on cost savings, while arguments against centered on the quality of service being provided.

Northern Plains Insurance Pool documents

Business Manager Christensen shared that there are three documents (Joint Powers Agreement, Trust Agreement, By-Laws) that will soon need to be signed by NESC to participate in NPIP. Anyone that would like to review them further should be in contact with Brice.

Shared Services Grant

Director Aberle led discussion on shared services grant. He pointed out that this grant would not be too different from how the ESA department already works. If accepted, NESC would receive some indirect cost to offset administrative costs.

Action Items

Subcontracting occupational therapy services for the Webster, Waubay, Summit, Enemy Swim, and Wilmot Districts

Action #17057 Motion by J. Shoemaker, second by E. Eagle to continue using Sanford Webster and Marshall County Healthy occupational therapy services for the listed schools.

Aye: Arlington, Castlewood, Clark, De Smet, Deubrock, Elkton, Enemy Swim, Estelline, Florence, Hamlin, Lake Preston, Rosholt, Sioux Valley, Waubay, Webster

Nay: Deuel, Waverly

Motion Carried.

Approval of additional FTE for the Occupational Therapy Department

Action #17058 Motion by C. Akin, second by C. Knutson not to hire additional staff to replace contracted services only. Consideration for additional FTE for other occupational therapy needs will be addressed separately. All present voting in favor, motion carried.

Approval of additional FTE for the School Psychological Department

Action #17059 Motion by T. Hlavacek, second by T. Gaikowski to approve the hiring of an additional 1.0 FTE School Psychologist. All present voting in favor, motion carried.

Approval of request for Angie Nelson to move from 1.0 FTE to .8 FTE

Action #17060 Motion by C. Schmidt, second by C. Knutson to approve the request School Psychologist Angie Nelson to move from 1.0 FTE to .8 FTE for the FY18 year.

Aye: Arlington, Castlewood, Clark, De Smet, Deubrook, Deuel, Elkton, Enemy Swim, Estelline, Florence, Hamlin, Lake Preston, Sioux Valley, Waubay, Waverly, Webster, Willow Lake

Nay: Rosholt

Motion Carried.

Approval of hiring employees for shared services grant

Action #17061 Motion by C. Akin, second by A. Schuurman to allow NESC to employ staff that would work on shared services grants if the grants are accepted. All present voting in favor, motion carried.

Executive Session

Action #17062 Pursuant to SDCL 1-25-2(1) and 1-25-2(4) Motion by G. Koerlin, second by H. Peterson to enter executive session at 8:39 to discuss personnel and negotiations. All present voting in favor, motion carried.

President Koenecke declared the board out of executive session at 8:46.

Action Items after Executive Session

Action #17063 Pursuant to SDCL 13-43-6(4) Motion by J. Homola, second by R. Gorder to give notice that to Shawn Dewitt, SD Counts Math Specialist, that a contract will not be renewed for the ensuing school year due to reduction in staff. All present voting in favor, motion carried.

Action #17064 Pursuant to SDCL 13-43-6(4) Motion by C. Knutson, second by N. Koehlmoos to give notice that to Lisa Reinhiller, ESA/Education Specialist, that a contract will not be renewed for the ensuing school year due to reduction in staff. All present voting in favor, motion carried.

Action #17065 Pursuant to SDCL 13-43-6(4) Motion by T. Hlavacek, second by A. Schuurman to give notice to Kari Nolte, Reading Recovery Teacher, that contract will be reduced from a .75 FTE to a .5 FTE for the ensuing school year due to a reduction in staff. All present voting in favor, motion carried.

Adjournment

Action #17066 With there being no further business, motion by R. Gorder, second by C. Knutson, 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, April 17, 2017 at 7:00 P.M.

Debbe Koenecke, President

Brice Christensen, Business Manager

Vendor Name	Description	Amount
Checking Account: 1	Fund Number: 10 GENERAL FUND	
AAA PURE WATER	O&M - WATER FILETER	14.41
APEX LEARNING	APEX SEAT	125.00
BLACK HILLS STATE UNIVERSITY	SDC-CAMSE	2,000.00
BMO MASTERCARD	PURCH SVCS, TRAVEL, PHONE, SUPPLIES	406.26
BND TOWING	MAINT	254.00
CENEX FLEETCARD	GASOLINE	5,382.19
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	42.37
CHRISTENSEN, BRICE	FISCAL MILEAGE	31.95
CRAIG BASS SANITARY SERVICE	O&M - GARBAGE SERVICE	20.77
DAYS INN	READING RECOVERY TRAVEL	57.00
DELYLE'S SOUTH 81 SERVICE, INC.	MAINT	810.37
DON'S BODY SHOP	MAINT	50.00
DUST TEX SERVICE, INC.	O&M - RUG RENTAL	6.42
ESTELLINE COMMUNITY OIL CO.	MAINT & GASOLINE	246.20
HAMLIN COUNTY FARMERS COOP	MAINT & GASOLINE	1,467.05
NESC IMPREST	REIMBURSE IMPREST	112.72
NESC PAYROLL CLEARING	APRIL 2017 PAYROLL	19,965.29
NORTHERN PLAINS INSURANCE POOL	RESERVE BUY-IN	32,777.00
NORTHLAND AUTO CENTER	MAINT	128.97
OTTER TAIL POWER CO.	O&M - ELECTRICITY	78.65
PLAINSMAN	JOB POSTING	57.28
PS PUBLISHING	PARENT RIGHTS BOOKS	62.90
REPORTER AND FARMER	JOB POSTING	6.66
RON'S AUTO REPAIR	MAINT	56.70
STORMO, BEN	SNOW REMOVAL	37.03
TOWN OF HAYTI	O&M - WATER & SEWER	5.72
W.W. TIRE SERVICE	MAINT	159.33
Fund Number: 10		64,362.24
Checking Account: 1	Fund Number: 22 SPECIAL EDUCATION FUND	
AAA PURE WATER	O&M - WATER FILETER	75.09
BMO MASTERCARD	PURCH SVCS, TRAVEL, PHONE, SUPPLIES	19,316.74
	EC MILEAGE TO PARENT	83.16
BRITTON-HECLA SCHOOL DISTRICT	SLP MILEAGE TO SCHOOL	80.22
CASTLEWOOD SCHOOL DISTRICT	CB FACILITY USE FEE	1,625.60

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ACCOUNTS PAYABLE APRIL 2017

User ID: BPC

Vendor Name	Description	Amount
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	89.95
CHILSON, GINA	SLP MILEAGE TO STAFF	162.54
CHRISTENSEN, BRICE	FISCAL MILEAGE	183.93
CRAIG BASS SANITARY SERVICE	O&M - GARBAGE SERVICE	108.23
DUST TEX SERVICE, INC.	O&M - RUG RENTAL	33.44
HAMLIN SCHOOL DISTRICT	CB FACILITY USE FEE	2,235.18
MITCHELL TECHNICAL INSTITUTE	SLP REGISTRATIONS	150.00
NESC IMPREST	REIMBURSE IMPREST	296.94
NESC PAYROLL CLEARING	APRIL 2017 PAYROLL	254,548.11
OTTER TAIL POWER CO.	O&M - ELECTRICITY	409.83
PLAINSMAN	JOB POSTING	329.72
PS PUBLISHING	PARENT RIGHTS BOOKS	362.10
REPORTER AND FARMER	JOB POSTING	38.34
SAATHOFF, MARCI	SLP MILEAGE TO STAFF	23.94
STORMO, BEN	SNOW REMOVAL	192.97
SW/WC SERVICE COOPERATIVE	PSYCH REGISTRATIONS	300.00
TIEFENTHALER, DEBRA	SLP MILEAGE TO STAFF	50.40
TOWN OF HAYTI	O&M - WATER & SEWER	29.78
WEBSTER SCHOOL DISTRICT	CB FACILITY USE FEE	812.80
WIESE, RITA	SLP MILEAGE TO STAFF	39.90
Fund Number: 22		281,578.91
Checking Account: 1		345,941.15

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 03/06/2017 to 04/05/2017

Mapped Cards

Nelson Anneke

Posting Date	Tran Date	Account	Supplier	Amount
03/06/2017	03/06/2017	XXXX-XXXX-XXXX-6797	Payment - Auto Payment Received-Thank You	-55.00
03/08/2017	03/08/2017	XXXX-XXXX-XXXX-6797	Finance Credit Adjustment - Retail Interest Credit Adjustment	-0.69
04/03/2017	04/03/2017	XXXX-XXXX-XXXX-6797	Payment - Auto Payment Received-Thank You	-112.69
04/04/2017	03/31/2017	XXXX-XXXX-XXXX-6797	Americinn In Pierre	372.00
04/05/2017	04/05/2017	XXXX-XXXX-XXXX-6797	Finance Credit Adjustment - Credit Adjustment - R/S Int	-0.03
04/05/2017	04/05/2017	XXXX-XXXX-XXXX-6797	Finance Debit Adjustment - Interest Purchases @ 10.25000% To 05apr	0.85
Debit Total USD				372.85
Credit Total USD				-168.41
Total USD				204.44

Boyd Brenda

Posting Date	Tran Date	Account	Supplier	Amount
03/06/2017	03/06/2017	XXXX-XXXX-XXXX-1375	Payment - Auto Payment Received-Thank You	-448.00
03/08/2017	03/08/2017	XXXX-XXXX-XXXX-1375	Finance Credit Adjustment - Retail Interest Credit Adjustment	-5.95
03/14/2017	03/13/2017	XXXX-XXXX-XXXX-1375	Cdw Govt #hdw3809	46.44
03/17/2017	03/16/2017	XXXX-XXXX-XXXX-1375	Americinn In Pierre	57.00
04/03/2017	04/03/2017	XXXX-XXXX-XXXX-1375	Payment - Auto Payment Received-Thank You	-1,252.95
04/04/2017	03/31/2017	XXXX-XXXX-XXXX-1375	Americinn In Pierre	279.00
04/05/2017	04/05/2017	XXXX-XXXX-XXXX-1375	Finance Credit Adjustment - Credit Adjustment - R/S Int	-0.25
04/05/2017	04/05/2017	XXXX-XXXX-XXXX-1375	Finance Debit Adjustment - Interest Purchases @ 10.25000% To 05apr	9.86
Debit Total USD				392.30
Credit Total USD				-1,707.15
Total USD				-1,314.85

Christensen Brice

Posting Date	Tran Date	Account	Supplier	Amount
03/06/2017	03/06/2017	XXXX-XXXX-XXXX-5117	Payment - Auto Payment Received-Thank You	-15,196.90
03/07/2017	03/06/2017	XXXX-XXXX-XXXX-5117	Med Supplier Corporati	40.54
03/08/2017	03/08/2017	XXXX-XXXX-XXXX-5117	Finance Credit Adjustment - Retail Interest Credit Adjustment	-205.06
03/09/2017	03/08/2017	XXXX-XXXX-XXXX-5117	Innovative Office Solu	38.95
03/15/2017	03/13/2017	XXXX-XXXX-XXXX-5117	Wieser Educational	214.34
03/15/2017	03/14/2017	XXXX-XXXX-XXXX-5117	Amazon.Com Amzn.Com/bi	50.07
03/16/2017	03/15/2017	XXXX-XXXX-XXXX-5117	Innovative Office Solu	13.57
03/17/2017	03/16/2017	XXXX-XXXX-XXXX-5117	Innovative Office Solu	24.48

03/17/2017	03/16/2017	XXXX-XXXX-XXXX-5117	Innovative Office Solu	89.75	?	!
03/17/2017	03/17/2017	XXXX-XXXX-XXXX-5117	Watertown Po	320.37	?	!
03/17/2017	03/17/2017	XXXX-XXXX-XXXX-5117	Sanford Credit Card Pm	7,321.27	?	!
03/17/2017	03/17/2017	XXXX-XXXX-XXXX-5117	Marshall County Health	8,488.68	?	!
03/17/2017	03/18/2017	XXXX-XXXX-XXXX-5117	Vzwrlls*my Vz Vb P	309.38	?	!
03/20/2017	03/18/2017	XXXX-XXXX-XXXX-5117	Interstate Telecomm Co	480.63	?	!
03/21/2017	03/20/2017	XXXX-XXXX-XXXX-5117	Runnings Of Watertown	3.93	?	!
03/21/2017	03/20/2017	XXXX-XXXX-XXXX-5117	Ahm*occupationalthera	99.00	?	!
03/21/2017	03/20/2017	XXXX-XXXX-XXXX-5117	Education Resources	799.00	?	!
03/22/2017	03/20/2017	XXXX-XXXX-XXXX-5117	Time Management System	156.98	?	!
03/31/2017	03/30/2017	XXXX-XXXX-XXXX-5117	Innovative Office Solu	17.63	?	!
03/31/2017	03/31/2017	XXXX-XXXX-XXXX-5117	Amazon Mktplace Pmts	43.98	?	!
04/03/2017	04/03/2017	XXXX-XXXX-XXXX-5117	Payment - Auto Payment Received-Thank You	-36,073.58		
04/05/2017	04/05/2017	XXXX-XXXX-XXXX-5117	Finance Credit Adjustment - Credit Adjustment - R/S Int	-8.53	?	
04/05/2017	04/05/2017	XXXX-XXXX-XXXX-5117	Finance Debit Adjustment - Interest Purchases @ 10.25000% To 05apr	256.79	?	
				Debit Total USD	18,769.34	
				Credit Total USD	-51,484.07	
				Total USD	-32,714.73	

Center Base Castlewood

Posting Date	Tran Date	Account	Supplier	Amount		
03/06/2017	03/06/2017	XXXX-XXXX-XXXX-7846	Payment - Auto Payment Received-Thank You	-58.56		
03/08/2017	03/08/2017	XXXX-XXXX-XXXX-7846	Finance Credit Adjustment - Retail Interest Credit Adjustment	-0.94	?	
03/16/2017	03/15/2017	XXXX-XXXX-XXXX-7846	Wal-Mart #1500	11.64	?	!
03/16/2017	03/15/2017	XXXX-XXXX-XXXX-7846	Wm Supercenter #1500	32.88	?	!
04/03/2017	04/03/2017	XXXX-XXXX-XXXX-7846	Payment - Auto Payment Received-Thank You	-59.50		
				Debit Total USD	44.52	
				Credit Total USD	-119.00	
				Total USD	-74.48	

Center Base Hamlin

Posting Date	Tran Date	Account	Supplier	Amount		
04/03/2017	04/03/2017	XXXX-XXXX-XXXX-7820	Payment - Auto Payment Received-Thank You	-4.25		
				Debit Total USD	0.00	
				Credit Total USD	-4.25	
				Total USD	-4.25	

Aberle Jerry

Posting Date	Tran Date	Account	Supplier	Amount		
03/06/2017	03/06/2017	XXXX-XXXX-XXXX-7027	Payment - Auto Payment Received-Thank You	-182.89		
03/08/2017	03/08/2017	XXXX-XXXX-XXXX-7027	Finance Credit Adjustment - Retail Interest Credit Adjustment	-1.21	?	
04/03/2017	04/03/2017	XXXX-XXXX-XXXX-7027	Payment - Auto Payment Received-Thank You	-124.47		
				Debit Total USD	0.00	
				Credit Total USD	-308.57	
				Total USD	-308.57	

Reinhiller Lisa

Posting Date	Tran Date	Account	Supplier	Amount
03/06/2017	03/06/2017	XXXX-XXXX-XXXX-1409	Payment - Auto Payment Received-Thank You	-243.00
03/08/2017	03/08/2017	XXXX-XXXX-XXXX-1409	Finance Credit Adjustment - Retail Interest Credit Adjustment	-2.91 ?
04/03/2017	04/03/2017	XXXX-XXXX-XXXX-1409	Payment - Auto Payment Received-Thank You	-359.91
04/04/2017	03/31/2017	XXXX-XXXX-XXXX-1409	Americinn In Pierre	279.00 ? !
04/05/2017	04/05/2017	XXXX-XXXX-XXXX-1409	Finance Credit Adjustment - Credit Adjustment - R/S Int	-0.13 ?
04/05/2017	04/05/2017	XXXX-XXXX-XXXX-1409	Finance Debit Adjustment - Interest Purchases @ 10.25000% To 05apr	1.55 ?
Debit Total USD				280.55
Credit Total USD				-605.95
Total USD				-325.40

Admin Nesc

Posting Date	Tran Date	Account	Supplier	Amount
03/06/2017	03/06/2017	XXXX-XXXX-XXXX-5997	Payment - Auto Payment Received-Thank You	-63.75
03/08/2017	03/08/2017	XXXX-XXXX-XXXX-5997	Finance Credit Adjustment - Retail Interest Credit Adjustment	-1.36 ?
03/17/2017	03/16/2017	XXXX-XXXX-XXXX-5997	Usps Po 4637080684	89.20 ? !
04/03/2017	04/03/2017	XXXX-XXXX-XXXX-5997	Payment - Auto Payment Received-Thank You	-65.11
Debit Total USD				89.20
Credit Total USD				-130.22
Total USD				-41.02

Special Olympics Nesc

Posting Date	Tran Date	Account	Supplier	Amount
03/27/2017	03/25/2017	XXXX-XXXX-XXXX-9475	Holiday Stnstore 3883	51.00 ? !
03/28/2017	03/26/2017	XXXX-XXXX-XXXX-9475	Cenex Farmers 07066632	27.58 ? !
03/28/2017	03/26/2017	XXXX-XXXX-XXXX-9475	Americinn Lodge & Suit	1,097.40 ? !
04/03/2017	04/03/2017	XXXX-XXXX-XXXX-9475	Payment - Auto Payment Received-Thank You	-47.06
Debit Total USD				1,175.98
Credit Total USD				-47.06
Total USD				1,128.92

Therapy 1 Occupational

Posting Date	Tran Date	Account	Supplier	Amount
04/03/2017	04/03/2017	XXXX-XXXX-XXXX-7721	Payment - Auto Payment Received-Thank You	-240.08
Debit Total USD				0.00
Credit Total USD				-240.08
Total USD				-240.08

Psychology 2 School

Posting Date	Tran Date	Account	Supplier	Amount
03/06/2017	03/06/2017	XXXX-XXXX-XXXX-2168	Payment - Auto Payment Received-Thank You	-20.00
03/08/2017	03/08/2017	XXXX-XXXX-XXXX-2168	Finance Credit Adjustment - Retail Interest Credit Adjustment	-0.16 ?
04/03/2017	04/03/2017	XXXX-XXXX-XXXX-2168	Payment - Auto Payment Received-Thank You	-20.16
Debit Total USD				0.00
Credit Total USD				-40.32
Total USD				-40.32

Dewitt Shawn

Posting Date	Tran Date	Account	Supplier	Amount
04/03/2017	04/03/2017	XXXX-XXXX-XXXX-1417	Payment - Auto Payment Received-Thank You	-99.00
04/05/2017	04/05/2017	XXXX-XXXX-XXXX-1417	Finance Debit Adjustment - Interest Purchases @ 10.25000% To 05apr	1.46
Debit Total USD				1.46
Credit Total USD				-99.00
Total USD				-97.54



KorManagement Services LLC

Addendum to contract between KorManagement Services (service agent) having its principal address at 44324 157th Street, Florence, South Dakota 57235 and Northeast Educational Services Cooperative having its principal address at 310 5th Street, Hayti, SD 57241; mailing address PO Box 327, Hayti, SD 57241 signed 7-6-2016.

“Payment to KorManagement Services LLC for:

Collection charges -with hourly charge (door to door), per test fee, and mileage will be billed and paid to KorManagement Services LLC “
increase in pricing 7-1-2017 for :

Laboratory/ Medical Review Charge to \$37 per test

Per test charge for drug collection to \$20 per test

A handwritten signature in cursive script, appearing to read "Janet Kornmann".

Janet Kornmann, Owner
KorManagement Services LLC
Date: 4-10-2017

Jerry Aberle
Northeast Educational Services Cooperative
Date:

Northeast Educational Services Cooperative
Advisory Board Meeting
Wednesday April 5, 2017

The Advisory Board for the Northeast Educational Services Cooperative (NESC) met Wednesday, April 5, 2017 at Hy-Vee in Watertown, South Dakota. The meeting was called to order by Chairman Stewart at 9:33 A.M. and adjourned at 10:55 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; Al Stewart, Grant-Deuel; Patrick Kraning, Hamlin; Tess Appel, Rosholt; Laura Schuster, Sioux Valley; John Bjorkman, Waverly; Scott Klaudt, Willow Lake; Larry Hulscher, Wilmot

Absent: Gary Leighton, Florence; Steve Zirbel, Henry; Mike Ruth, Iroquois; Tim Casper, Lake Preston; Kurt Jensen, Summit; Dean Jones, Waubay; James Block, Webster

Others Attending: Jerry Aberle, Director; Brice Christensen, Business Manager; Tim Frewing, Assistant Director; Chad Schiernbeck, Deuel

ADVISORY BOARD AGENDA

Financial Report

Business Manager Christensen reviewed the financial report for February 2017.

Set Final Center Base tuition rates for 2016-2017

Motion Keenaghan, second by Kraning to recommend to the Board of Directors to accept the April sliding scale rates as presented. All present voting in favor, motion carried.

Base Rate	\$4,446.18
1 st Placement	\$6,002.34
2 nd Placement	\$3,556.94
3 rd Placement	\$3,272.39

Reading Recovery for 2017-2018

Director Aberle spoke on the status of the Reading Recovery program. At this moment Brookings has not committed. Without Brookings staffing will be reduced for FY18.

Hiring Employees for Shared Services Grant

Director Aberle shared that both of the shared services grants have been approved by DOE.

BCBA Services for next year

Director Aberle informed everyone that he will need schools commitment for BCBA hours purchased through the cooperative by April 25th.

Kor Management Services

Jan Kormann of KorManagement Services briefly spoke about the drug and alcohol testing services. There will be small increases in rates next year.

Motion Appel, second by Downes to continue using KorManagement for the FY18 year. All present voting in favor, motion carried.

Apex for 2017-18

Superintendents are to let Jerry know how many Apex seats they would like for FY18.

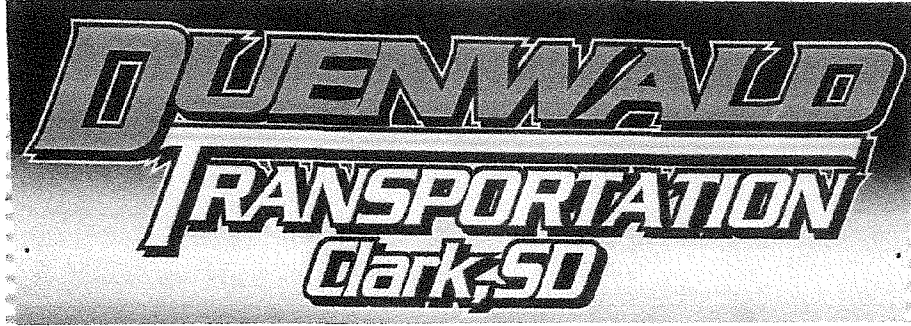
FY 2018 Budget

Business Manager Christensen presented the preliminary FY18 Budget.

Adjournment

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

Brice Christensen, Business Manager



Transportation Contract

Duenwald Transportation will transport the NESC/ESA 1 Track team and Supervisors to Spearfish SD departing from Clark SD on Thursday May 18th. On May 21st Duenwald Transportation will return from Spearfish SD with the Track team to Clark SD.

Duenwald Transportation will provide a 45 passenger Motor Coach and a certified CDL driver for the trip.

Cost of the trip will be \$2150 which will be due within 30 days of the completion of the trip. No deposit will be required for this trip.

Dan Duenwald 3-21-17

Singed By Owner Dan Duenwald March 21st 2017

NESC/ESA 1 Rep. Jerry Aberle

Aberle, Jerry F

Subject: FW: Grant-Deuel items for sale

As many of you know the Grant-Deuel School will be closing for good at the end of the school year. We have listed the following for bid.

The Grant-Deuel School is offering the following surplus items for sale by sealed bid

One (1) 2012 Yukon: approximately 58,000 miles

One (1) 2004 Ford Freestar Van: approximately 100,000 miles

One (1) 2005 Dodge Caravan: approximately 64,000 miles

One (1) 2003 Chevy Midbus, 14 passenger, gas : approximately 95,5000

Two (2) storage buildings (1- 8 X 12 with one small window)
(1 – 10 X 12 with two windows)

One 10'x10' walk-in freezer

All items can be seen and inspected by appointment at the Grant-Deuel School in Revillo during school hours.
For more information call 605-623-4241 or email Al Stewart (al.stewart@k12.sd.us)

All bids are due in to the office of the Superintendent by May 1st 2107. Pick up date for the winning bids will be June 1, 2017. The Grant-Deuel School board has the right to reject any or all bids.

Supt. Al Stewart
16370 482nd Ave
Revillo SD 57259

If you are interested, I can send some pictures.

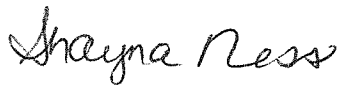
Dear Jerry,

March 27, 2017

Due to family obligations that need my attention, I will be resigning from my position as the Webster Center Base Teacher at the end of my current contract.

Thank you for the opportunity to work for the Northeast Educational Services Cooperative. I have gained invaluable experience in the role of a Center Base Teacher.

Thanks,

A handwritten signature in cursive script that reads "Shayna Ness".

Shayna Ness

March 24, 2017

Northeast Educational Services Cooperative
310 5th St.
PO Box 327
Hayti, SD 57241

Dear Board of Directors,

I greatly enjoy working with my colleagues at Northeast Educational Services Cooperative and with the staff, students, and parents in the districts I serve. I greatly appreciate this opportunity that I have been given. I would like to request a change to a .80 work time contract for the upcoming 2017-2018 school year.

Thank you.

Sincerely,
Sarah Whipkey

Sarah Whipkey
Certified Occupational Therapy Assistant

cc: Jerry Aberle and Time Frewing

2016-2017 CENTER BASE TUITION SLIDING SCALE RATES

2016-2017 CENTER BASE TUITION SLIDING SCALE RATES									
April Sliding Tuition Scale									
BASE RATE =	\$4,446.18								
School District	FTE	# Placements	135.00%	80.00%	73.60%	TUITION		April 1 Sliding Tuition Scale	
Castlewood		4.00						1ST PLACEMENT	\$6,002.34
Student 1	100.00%		\$6,002.34					2ND PLACEMENT	\$3,556.94
Student 2	100.00%			\$3,556.94				3RD PLACEMENT	\$3,272.39
Student 3	100.00%				\$3,272.39				
Student 4	100.00%				\$3,272.39			October 1 Tuition Scale	
Total:			\$6,002.34	\$3,556.94	\$6,544.77	\$16,104.05		1ST PLACEMENT	\$42,833.29
								2ND PLACEMENT	\$25,473.81
								3RD PLACEMENT	\$22,036.87
Clark		2.00							
Student 1	100.00%		\$6,002.34					Per Month Difference	
Student 2	100.00%			\$3,556.94					
Total:			\$6,002.34	\$3,556.94	\$0.00	\$9,559.28		1ST PLACEMENT	-\$1,758.09
								2ND PLACEMENT	-\$1,051.95
								3RD PLACEMENT	-\$812.35
Deubrook		1.00							
Student 1	100.00%		\$6,002.34						
Total:			\$6,002.34	\$0.00	\$0.00	\$6,002.34			
Elkton		1.00							
Student 1	100.00%		\$6,002.34						
Total:			\$6,002.34	\$0.00	\$0.00	\$6,002.34			
Estelline		1.00							
Student 1	100.00%		\$6,002.34						
Total:			\$6,002.34	\$0.00	\$0.00	\$6,002.34			
Hamlin		5.25							
Student 1	100.00%		\$6,002.34						
Student 2	100.00%			\$3,556.94					
Student 3	100.00%				\$3,272.39				
Student 4	90.00%				\$2,945.15				
Student 5	90.00%				\$2,945.15				
Student 6	45.00%				\$1,472.57				
Total:			\$6,002.34	\$3,556.94	\$10,635.25	\$20,194.53			
Webster		3.00							
Student 1	100.00%		\$6,002.34						
Student 2	100.00%			\$3,556.94					
Student 3	100.00%				\$3,272.39				
Total:			\$6,002.34	\$3,556.94	\$3,272.39	\$12,831.66			
						Total Tuition	\$76,696.52		
						Tuition Requested	\$76,696.52		
						Difference	(\$0.00)		
# of Placements:		17.25							

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE
BOARD OF DIRECTORS MEETING
Monday, April 17, 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 March, 2017 financial report
6. Consent Agenda

- a. Approval of March 20, 2017 meeting minutes

BOARD ACTION: _____

- b. Approval of payment of April, 2017 budget claims

BOARD ACTION: _____

- c. Approval of contract—Melissa Gent, school psychologist--\$53,040.00

BOARD ACTION: _____

- d. _____

BOARD ACTION: _____

- e. _____

BOARD ACTION: _____

7. Discussion Items

- a. April 5, 2017 Advisory Board meeting minutes

BOARD ACTION: _____

- b. Assistant Director's report

BOARD ACTION: _____

c. Director's report

BOARD ACTION: _____

d. Reading Recovery update

BOARD ACTION: _____

e. Property and liability insurance quotes

BOARD ACTION: _____

f. Duenwald Transportation—providing transportation for Special Olympics athletes to Spearfish

BOARD ACTION: _____

g. FY 2018 preliminary budget

BOARD ACTION: _____

h. _____
BOARD ACTION: _____

i. _____
BOARD ACTION: _____

8. Action Items

a. Accept resignation—Shayna Ness, Center Base Teacher in Webster

BOARD ACTION: _____

b. Approve Transportation Contract—Duenwald Transportation, \$2,150.00

BOARD ACTION: _____

- c. Approve Delta Dental rates for 2017-18

BOARD ACTION: _____

- d. Approve NPIP Health Insurance plans and rates for 2017-18

BOARD ACTION: _____

- e. _____
BOARD ACTION: _____

9. Executive Session

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

10. Action Items after Executive Session.

- a Offer contracts to Unit 1 and 2 employees—issue date, May 1, return date May 15

BOARD ACTION: _____

- b. Offer contracts for ESY employees—issue date April 20, return date May 4

BOARD ACTION: _____

- c. Set salaries and offer contracts to paraprofessionals and office staff—issue date May 1, return date May 15

BOARD ACTION: _____

- d. Set Director salary and benefits

BOARD ACTION: _____

- e Set Assistant Director salary and benefits

BOARD ACTION: _____

- f. Set Business Manager salary and benefits

BOARD ACTION: _____

- g. Sarah Whipkey, certified occupational therapy assistant, request to move from 1.0 FTE to .8 FTE

BOARD ACTION: _____

- h. _____

BOARD ACTION: _____

	ASBSD		Hanover		EMC	
	Deductible	Limit	Deductible	Limit	Deductible	Limit
Property						
Buildings & Contents	\$2,500	Replacement Cost	\$1,000	Agreed on Value	\$1,000	Replacement Cost
Auto Physical Damage	\$2,500	Actual Cash Value	\$500/\$500	Actual Cash Value	\$500/\$1,000	Actual Cash Value
Liability						
General Liability	\$0	\$5,000,000	\$0	\$2,000,000	\$0	\$1,000,000
School Board Errors and Omissions	\$10,000	\$5,000,000	\$10,000	\$2,000,000	Included under Professional Liability	
Professional Health Liability	\$0	\$5,000,000	\$10,000	\$2,000,000	\$1,000	\$1,000,000
Auto Liability	\$0	\$5,000,000	\$0	\$1,000,000	\$0	\$1,000,000
Umbrella			Price \$3,313	\$1,000,000	Price \$5,226	\$5,000,000
Cost			w/o umbrella	\$32,974	w/o umbrella	\$30,535
		\$43,221	w/ Umbrella	\$36,087	w/ Umbrella	\$35,761
					*Windshield replacement not subject to deductible	
Workers Compensation	Pool	\$10,444	RES	\$8,427	SFM	\$12,646

NESC Health Insurance

2017-18

Employees will have the option of choosing a Sanford Plan or a DAKOTACARE Administrative Services (Avera) plan. Around mid-April Brice will distribute a list of the providers that will be in-network for each plan.

Once a choice is made, the employee cannot change providers until open enrollment (or qualifying event)

If additional family members are covered, all members must have the same provider.

Health Premium Rates	Single	E+Spouse	E+Children	Family
Plains (\$4,000 HDHP/HSA)	\$632.46	\$1,328.19	\$1,138.44	\$1,897.39
Hills Plan (\$2,000)	\$692.12	\$1,453.46	\$1,245.81	\$2,076.35
Coteau Plan (\$1500 3X)	\$725.18	\$1,522.89	\$1,305.32	\$2,175.53
Pheasant Plan (\$1000)	\$750.33	\$1,575.71	\$1,350.60	\$2,250.99