

NESC BOARD OF DIRECTORS' MEETING

Proposed Agenda

Date: May 15, 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 April 2017 financial report
6. Consent Agenda
 - a. Approval of April 17, 2017 meeting minutes
 - b. Approval of payment of May 2017 budget claims
 - c. Approval of contract amendment—Sanford Webster, OT Services; OT was \$63.75 per hour decreasing to \$59.75 per hour; COTA was \$53.25 per hour decreasing to \$51.00 per hour.
 - d. Approval of 2017-18 Unit 1 and 2, ESY, Paraprofessionals, and Office Staff contracts
 - e. Approval of 2017-18 Director, Assistant Director, and Business Manager contracts
 - f. Approval of Reading Recovery contracts—Pierre-\$5,304.50; Highmore/Harold-\$3,182.70
 - g. Approval of shared services agreements—Elkton-\$21,101.83; DeSmet-\$21,101.83; Hamlin-\$30,092.88; Willow Lake-\$30,092.88; Estelline-\$30,092.88
 - h. Approval of Behavior Analytic Services Agreement—SW/WC, \$21,600; 180 hours
 - i. Approval of Apex agreement--\$13,725; 105 seats @\$125 per seat--\$13,125 + \$600 for (1) 3 hour webinar
7. Discussion Items
 - a. May 3, 2017 Advisory Board meeting minutes
 - b. Assistant Director's report
 - c. Director's report
 - d. Reading Recovery update
 - e. Property and liability and worker's compensation insurance quotes
 - f. Summer office hours
 - g. FY 2018 preliminary budget
 - h. Other opportunities for NESC
 - i. NESC's role in NPIP (Northern Plains Insurance Pool)
 - j. Purchase new or used vehicles
8. Action Items
 - a. Approve a vendor and amount for property and liability insurance
 - b. Approve a vendor and amount for worker's compensation insurance
 - c. Approve amended April 2017 Sliding Scale Center Base Rates
 - d. Set summer office hours
 - e. Set hourly wage for janitorial staff
 - f. Request from Kari Nolte to move to a .48 FTE
9. Executive Session (if needed)
 - a. Personnel—SDCL 1-25-2(1)
 - b. Negotiations—SDCL 1-25-2(4)
 - c.
10. Action Items after Executive Session
 - a.
 - b.

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 April 2017 financial report
6. Consent Agenda
 - a. Approval of April 17, 2017 meeting minutes. Please review enclosed minutes.
 - b. Approval of payment of May 2017 budget claims. Please review the enclosed budget claims.
 - c. Approval of contract amendment—Sanford Webster. This amendment reflects the lower negotiated price that was agreed to.
 - d. Approval of 2017-18 Unit 1 and 2, ESY, Paraprofessionals, and Office Staff Contracts. Please review the enclosed list.
 - e. Approval of 2017-18 Director, Assistant Director, and Business Manager Contracts. Tim, Brice and I have signed and returned our contracts.
 - f. Approval of Reading Recovery contracts—Pierre-\$5,304.50; Highmore/Harrold-\$3,182.70. Brookings decided not to join this year.
 - g. Approval of shared services agreements—Elkton-\$21,101.83; DeSmet-\$21,101.83; Hamlin-\$30,092.88; Willow Lake-\$30,092.88; Estelline-\$30,092.88. We will be providing curriculum director/instructional data coach to these districts.
 - h. Approval of Behavior Analytic Services Agreement—SW/WC, \$21,600; 180 hours. Member districts purchased these hours jointly.
 - i. Approval of Apex agreement. Member districts cooperative purchase seats @ \$125 per seat.
7. Discussion Items
 - a. May 3, 2017 Advisory Board meeting minutes. Please review the enclosed minutes.
 - b. Assistant Director's report.
 - c. Director's report.
 - d. Reading Recovery update. Brookings has indicated they will not be participating in Reading Recovery.
 - e. Property and liability and worker's compensation insurance quotes. The Board started this discussion last month.
 - f. Summer office hours. Enclosed is a document with proposed summer office hours.
 - g. FY 2018 preliminary budget. Brice will present the FY 2018 preliminary budget.
 - h. Other opportunities for NESC. As an organization, I would like the board to have a discussion on what other opportunities we should explore—if any.
 - i. NESC's role in NPIP (Northern Plains Insurance Pool). Brice will be updating the Board on NESC's role in NPIP.
 - j. Purchase new or used vehicles. I will lead a discussion with the Board concerning purchasing new or used vehicles.
8. Action Items
 - a. Approve a vendor and amount for property and liability insurance.
 - b. Approve a vendor and amount for worker's compensation insurance.
 - c. Approve amended April 2017 Sliding Scale Center Base Rates. Enclosed please review the amended rates.
 - d. Set summer office hours. Please refer to the enclosed handout.
 - e. Set hourly wage for janitorial staff.
 - f. Request from Kari Nolte to move to a .48 FTE. Kari has requested to move to a .48 FTE.
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.
 - b.

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
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May 11, 2017

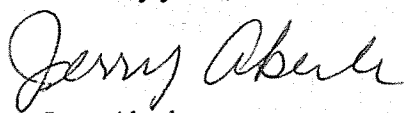
Dear NESC Board Members:

Our May board meeting will be held on Monday, May 15, 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.

Enclosed/attached are several documents for your review prior to the meeting.

See you Monday evening at 7:00 pm.

Sincerely yours,


Jerry Aberle

May 11, 2017

Hello NESC Board of Directors

Meeting Location:

Our May meeting will be held Monday, May 15, 2017 in Watertown,

SD. **The meeting will be held at Lake Area Technical Institute.**

The meeting will begin at **7:00 P.M.**

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					
April 1, 2017	\$212,980.87	\$734,541.90	\$14,531.77	\$627,075.23	\$1,589,129.77

Receipts:

Local Sources:

1312 Center Base Tuition		\$63,679.99			\$63,679.99
1332 Extended School Year Tuition					\$0.00
1510 Interest	\$41.14	\$167.41	\$1.36	\$235.57	\$445.48
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					\$0.00
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	\$6.42				\$6.42
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					\$0.00

State Sources:

3119 Grants-in-Aid: Ed. Specialist					\$0.00
3900 Part C Funds		\$3,750.04			\$3,750.04
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		\$135,054.00			\$135,054.00
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					\$0.00
Other Receipts			\$409.66	\$990,645.00	\$991,054.66

Total Monthly Receipts	\$7,620.57	\$310,778.93	\$411.02	\$990,880.57	\$1,309,691.09
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Total Gross Receipts	\$220,601.44	\$1,045,320.83	\$14,942.79	\$1,617,955.80	\$2,898,820.86
Manual Journal Entry					\$0.00
Manual Journal Entry Revenue					\$0.00

Less Salaries & Disbursements					
Salaries	\$19,965.29	\$254,548.11			\$274,513.40
Disbursements	\$44,396.95	\$27,030.80	\$2,984.59	\$34,502.56	\$108,914.90
Less Total Salaries & Disbursements	\$64,362.24	\$281,578.91	\$2,984.59	\$34,502.56	\$383,428.30

CASH BALANCE					
April 30, 2017	\$156,239.20	\$763,741.92	\$11,958.20	\$1,583,453.24	\$2,515,392.56

Balance Sheet

Payroll Clearing Account XX-101-002	\$20.00	\$80.00	\$0.00	\$0.00	\$100.00
Checking Account XX-101	\$5,622.48	\$52,666.14	\$7,040.46	\$1,583,453.24	\$1,648,782.32
Money Market Savings XX-105	\$150,596.72	\$628,715.00	\$4,917.74	\$0.00	\$784,229.46
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	\$156,239.20	\$763,741.92	\$11,958.20	\$1,583,453.24	\$2,515,392.56
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Regular; Processing Month 04/2017; 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	41.14	432.48	144.16	(132.48)
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	1,781.89	17,818.90	83.33	3,563.80
10 1990 012	READING RECOVERY ASSESSMENTS	49,110.16	3,291.12	43,076.64	87.71	6,033.52
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	6.42	2,231.31	0.00	(2,231.31)
10 1990 020	NORTHERN PLAINS	24,000.00	2,500.00	25,000.00	104.17	(1,000.00)
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	0.00	131,874.20	50.15	131,075.80
Subtotal: LOCAL SOURCES		511,948.86	7,620.57	353,857.88	69.12	158,090.98
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	0.00	4,168.00	0.00	(4,168.00)
Subtotal: STATE SOURCES		47,172.40	0.00	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	7,620.57	426,563.19	64.85	231,187.09

Regular; Processing Month 04/2017; 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	485,314.97	77.75	138,893.73
22 1312 100	TUITION-ESY	81,817.75	0.00	83,630.31	102.22	(1,812.56)
22 1510	INTEREST	1,500.00	167.41	1,563.56	104.24	(63.56)
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	1,039,344.90	83.33	207,874.15
22 1990 018	MISCELLANEOUS	5,000.00	0.00	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	167,781.89	1,616,834.30	82.29	347,911.20
22 3119 071	STATE GRANTS-IN-AID: ED.SPEC.	117,925.03	0.00	48,856.73	41.43	69,068.30
22 3900 013	STATE REVENUE: PART C FUNDS	50,000.00	3,750.04	50,258.12	100.52	(258.12)
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	3,750.04	110,545.98	64.11	61,879.05
22 4175 475	REGULAR IDEA PART B 611	1,654,908.00	135,054.00	981,368.00	59.30	673,540.00
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	30,431.00	58.12	21,931.00
Subtotal: FEDERAL SOURCES		1,710,641.00	139,247.00	1,011,799.00	59.15	698,842.00
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	310,778.93	2,742,336.13	71.27	1,105,475.40

Revenue Summary Report
Processing Month: 04/2017

Regular; Processing Month 04/2017; 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	318,399.50	3,168,899.32	70.33	1,336,662.49

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	\$4,533.06	\$48,613.34	77.28	\$14,288.52
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$271,215.73	\$13,711.35	\$150,412.81	55.46	\$120,802.92
2227	TECHNOLOGY SUPPORT	\$14,829.43	\$290.35	\$10,851.47	73.18	\$3,977.96
2319	BOARD OF EDUCATION SERVICES	\$16,443.46	\$174.25	\$9,806.56	59.64	\$6,636.90
2329	ADMINISTRATION	\$47,528.33	\$2,974.80	\$31,638.83	66.57	\$15,889.50
2529	ADMINISTRATION-FISCAL SERVICES	\$17,182.83	\$904.87	\$10,249.34	59.65	\$6,933.49
2542	OPERATION & MAINTENANCE BLDGS.	\$11,190.94	\$273.46	\$3,188.20	28.49	\$8,002.74
2545	VEHICLE SERVICE	\$222,457.70	\$8,554.81	\$161,239.22	72.48	\$61,218.48
2551	DRUG & ALCOHOL TESTING POOL	\$15,000.00	\$0.00	\$6,324.01	42.16	\$8,675.99
10	GENERAL FUND	\$678,750.28	\$31,416.95	\$432,323.78	63.69	\$246,426.50
22	SPECIAL EDUCATION FUND					
1221	EXTENDED SCHOOL YEAR	\$85,188.75	\$0.00	\$83,630.45	96.17	\$1,558.30
1223	CENTER BASE DAY PROGRAMS	\$624,208.71	\$49,000.99	\$388,624.87	62.26	\$235,583.84
1226	EARLY CHILDHOOD SERVICES	\$333,429.76	\$25,740.09	\$214,222.50	64.25	\$119,207.26
1227	PROLONGED ASSISTANCE PROGRAMS	\$0.00	\$0.00	\$12,589.97	0.00	(\$12,589.97)
2129	TRANSITION SUPPORT SERVICES	\$26,425.78	\$1,681.77	\$18,077.13	68.41	\$8,348.65
2142	PSYCHOLOGICAL SERVICES	\$503,835.38	\$34,000.97	\$310,114.52	61.55	\$193,720.86
2152	SPEECH PATHOLOGY SERVICES	\$1,050,064.85	\$79,232.58	\$681,858.84	64.93	\$368,206.01
2171	PHYSICAL THERAPY	\$299,728.31	\$21,797.34	\$226,921.21	75.71	\$72,807.10
2172	OCCUPATIONAL THERAPY	\$485,826.14	\$36,484.01	\$332,267.14	68.39	\$153,559.00
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	\$7,445.32	\$73,576.76	62.39	\$44,348.27
2227	TECHNOLOGY SUPPORT	\$39,315.36	\$1,671.72	\$20,510.03	52.17	\$18,805.33
2319	BOARD OF EDUCATION SERVICES	\$71,634.12	\$1,003.12	\$53,347.10	74.47	\$18,287.02
2329	ADMINISTRATION	\$250,581.95	\$17,124.85	\$186,367.84	74.37	\$64,214.11
2529	ADMINISTRATION-FISCAL SERVICES	\$75,890.30	\$5,209.10	\$58,929.70	77.65	\$16,960.60
2542	OPERATION & MAINTENANCE BLDGS.	\$37,473.31	\$1,426.76	\$15,400.93	41.10	\$22,072.38
22	SPECIAL EDUCATION FUND	\$4,007,811.53	\$281,818.62	\$2,680,517.29	66.88	\$1,327,294.24
	Grand Total:	\$4,686,561.81	\$313,235.57	\$3,112,841.07	66.42	\$1,573,720.74

Activity Fund Balance Report - Summary - Exclude Encumbrances
04/2017 - 04/2017

Regular; Beginning Month 04/2017; Processing Month 04/2017; 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	0.00	0.00	(713.52)
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	4,830.95	1,781.98	0.00	0.00	3,048.97
71 415 850	ELABO-AMT HELD FOR OTHERS	0.00	0.00	0.00	0.00	0.00
71 430 800	IMPREST ACCOUNT	5,874.76	489.09	409.66	0.00	5,795.33
71 704 005	FUND BALANCE - UNDESIGNATED	0.00	0.00	0.00	0.00	0.00
71 760	UNASSIGNED FUND BALANCE	13.44	0.00	1.36	0.00	14.80
Fund Total: 71		14,531.77	2,984.59	411.02	0.00	11,958.20

Activity Fund Balance Report - Summary - Exclude Encumbrances
04/2017 - 04/2017

Regular; Beginning Month 04/2017; Processing Month 04/2017; Fund Number 71, 72

Fund: 72 NPIP

<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	627,075.23	34,502.56	235.57	0.00	592,808.24
	Fund Total: 72	627,075.23	34,502.56	235.57	0.00	592,808.24

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, April 17, 2017

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, April 17 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 9:02 P.M.

Members present:

Martin Murphy, Arlington; Cory Akin, Castlewood; 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; Dave Fuller, Henry; Christy Woodcock, Lake Preston; Hailey Peterson, Rosholt; Gloria Koerlin, Sioux Valley; Corrie Quale, Summit; Sandy Hinze, Waubay; Jeff Buchholz, Waverly/South Shore; Joel Shoemaker, Webster; Paula Warkenthien, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Kurt Zuehlke, Britton-Hecla; Trudi Gaikowski, Clark; Jared Engebretson, Grant-Deuel; Greg Schortzmann, Iroquois;

Others Attending:

NESC Staff Representatives: None present.

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

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

Call to Order

President Koenecke called the meeting to order at 7:00 P.M.

Agenda review, changes, and approval

Action #17067 Motion by J. Homola, second by D. Lutkemeier, to approve the agenda with the following additions and changes: 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. Both changes are effective July 1, 2017; 7h) Grant-Deuel School surplus vehicles; 8e) Approve final Center Base tuition rates for 2016-2017; 8f) Approve JPA (Joint Powers Agreement) for NPIP (Northern Plains Insurance Pool); 10a) Offer contracts to Unit 1 and 2 employees – issue date April 24, return date May 8; 10b) Offer contracts to ESY employees – issue date April 24, return date May 8, 10c) Set salaries and offer contracts to paraprofessionals and office staff – issue date April 24, return date May 8. All present voting in favor, motion carried.

Introduction of Guests

Jim Block and Brian Jandahl were introduced as guests.

Conflicts of Interest

No conflicts of interest were presented.

Financial Report

Action #17068 Motion by G. Koerlin, second by C. Akin, to approve the financial report for the period ending March 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>
March 1, 2017	\$170,218.69	\$722,242.33	\$14,985.25	\$586,201.58
<u>Receipts:</u>				
Local Sources	\$80,853.70	\$171,918.53	\$1.59	\$74,069.59
State Sources	\$4,168.00	\$45,713.92		
Federal Sources		\$136,085.00		
Other	\$125.00	\$62,991.00	\$2,708.33	
<u>Total Monthly Receipts</u>	<u>\$85,146.70</u>	<u>\$416,708.45</u>	<u>\$2,709.92</u>	<u>\$74,069.59</u>
Total Gross Receipts	\$255,365.39	\$1,138,950.78	\$17,695.17	\$660,271.17
 Less Salaries	 \$19,879.10	 \$252,798.65		
Less Disbursements	\$22,505.42	\$151,610.23	\$3,163.40	\$33,195.94
<u>Total Salaries & Disbursements</u>	<u>\$42,384.52</u>	<u>\$404,408.88</u>	<u>\$3,163.40</u>	<u>\$33,195.94</u>
Ending Cash Balance March 31, 2017	\$212,980.87	\$734,541.90	\$14,531.77	\$627,075.23

Consent Agenda

Action #17069 Motion by C. Knutson, second by A. Schuurman, to approve the following items on the Consent Agenda: 6a) Approval of March 20, 2017 Board of Directors minutes; 6b) Approval of payment of April 2017 claims; 6c) Approval of contract – Melissa Gent, school psychologist--\$53,040.00; 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. Both changes are effective July 1, 2017. All present voting in favor, motion carried.

March 2017 Accounts Payable

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 159.3

FUND TOTAL: \$64,362.24

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;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 SL;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 39.9

FUND TOTAL: \$281,578.91

Discussion Items

April 5, 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 presented renewal information from ASBSD, as well as quotes from Hanover and EMC. Board members are encouraged to ask questions throughout the month so everything can be answered. Action will be taken in May.

Deunwald Transportation – providing transportation for Special Olympics athletes to Spearfish

Director Aberle reviewed a quote from Deunwald Transportation for a bus for the Special Olympics trip to Spearfish.

FY18 Preliminary Budget

Business Manager Christensen reviewed the preliminary budget.

Grant-Deuel Surplus Vehicles

Director Aberle reviewed surplus vehicles from the Grant-Deuel School District. The board was in agreement to allow Director Aberle and Business Manager Christensen to put in a sealed bid as they deem appropriate.

Action Items

Accept Resignation – Shayna Ness, Center Base Teacher in Webster

Action #17070 Motion by D. Lutkemeier, second by T. Hlavacek to accept the resignation of Shayna Ness. All present voting in favor, motion carried.

Approve Transportation Contract – Duenwald Transportation, \$2,150.00

Action #17071 Motion by C. Knutson, second by J. Homola to approve transportation contract from Duenwald Transportation of \$2,150.00. All present voting in favor, motion carried.

Approve Delta Dental rates for 2017-18

Action #17072 Motion by C. Akin, second by A. Schuurman to approve Delta Dental rates for 2017-18. There was no increase from the previous year. All present voting in favor, motion carried.

Approve NPIP Health Insurance plans and rates for 2017-18 with add on options

Action #17073 Motion by A. Schuurman, second by D. Lutkemeier to approve new health insurance rates and plans with NPIP at a 6% increase, as well as using the vision and flexible benefits add on options. All present voting in favor, motion carried.

Approve final Center Base tuition rates for 2016-17

Action #17074 Motion by G. Koerlin, second by C. Knutson to accept the April 2017 sliding scale CB 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

Approve JPA for NPIP

Action #17075 Motion by C. Akin, second by D. Fuller to approve the Joint Powers Agreement with the Northern Plains Insurance Pool. All present voting in favor, motion carried.

Executive Session

Action #17076 Pursuant to SDCL 1-25-2(1) and 1-25-2(4) Motion by J. Homola, second by T. Hlavacek to enter executive session at 8:26 to discuss personnel and negotiations. All present voting in favor, motion carried.

President Koenecke declared the board out of executive session at 8:58.

Action Items after Executive Session

Offer contracts to Unit 1 and 2 employees – issue date April 24, return date May 8

Action #17077 Motion by J. Homola, second by J. Shoemaker to offer contracts to Unit 1 and 2 employees. All present voting in favor, motion carried.

Offer contracts to ESY employees – issue date April 24, return date May 8

Action #17078 Motion by C. Akin, second by G. Koerlin to offer contracts to ESY employees. All present voting in favor, motion carried.

Set salaries and offer contracts to paraprofessionals and office staff – issue date April 24, return date May 8

Action #17079 Motion by D. Lutkemeier, second by D. Fuller to set salaries and offer contract to paraprofessionals and office staff with a \$0.25 increase in hourly rate. All present voting in favor, motion carried.

Set Director Salary and Benefits

Action #17080 Motion by C. Knutson, second by J. Shoemaker to set Director salary and benefits with a 1.5% increase in salary. All present voting in favor, motion carried.

Set Assistant Salary and Benefits

Action #17081 Motion by J. Homola, second by C. Akin to set Assistant Director salary and benefits with a 1.5% increase in salary. All present voting in favor, motion carried.

Set Business Manager Salary and Benefits

Action #17082 Motion by T. Hlavacek, second by G. Koerlin to set Business Manager salary and benefits with a 1.5% increase in salary. All present voting in favor, motion carried.

Sarah Whipkey, COTA, request to move from 1.0 FTE to .8 FTE

Action #17083 Motion by J. Homola, second by D. Lutkemeier to grant Sarah Whipkey’s request to move from 1.0 FTE to .8 FTE with the following condition, “If workload of the OT department necessitates more FTE as determined by NESC administration Sarah will agree to increase her FTE accordingly.

Aye: Arlington; Castlewood; De Smet; Deubrook; Deuel; Elkton; Enemy Swim Day School; Estelline; Florence; Hamlin; Lake Preston; Sioux Valley; Summit; Waubay; Waverly/South Shore; Webster; Willow Lake; Wilmot

Nay: Rosholt

Motion carried.

Adjournment

Action #17084 With there being no further business, motion by J. Shoemaker, second by J. Homola, 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, May 15, 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	
A-I COMPUTER SOLUTIONS	TECH SUPPLIES - PSYCH	7.77
AMAZON	ESA TOY/CB SUPPLIES/SPEECH SUPPLIES	250.00
AMMERICINN	ED SPEC/SDC TRAVEL	57.00
ARGUS LEADER	ADMIN - EMPLOYMENT AD	145.05
AUTOMATIVE SERVICE CENTER, THE	MAINT	972.04
BMO MASTERCARD	BMO FINANCE CREDIT	(270.51)
CDW GOVERNMENT INC.	ED SPEC/ADMIN/FISCAL SOFTWARE	45.58
CENEX FLEETCARD	MAINT & GASOLINE	4,273.25
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINTENANCE CONTRACT	247.51
CHRISTENSEN, BRICE	FISCAL MILEAGE	8.02
DAKTECH, INC.	TECH SUPPLIES	156.88
DELYLE'S SOUTH 81 SERVICE, INC.	MAINT	1,705.01
DUST TEX SERVICE, INC.	O&M - RUG RENTAL	6.42
ESTELLINE COMMUNITY OIL CO.	MAINT	77.53
FRITZ CHEVROLET, INC	MAINT	39.17
GRANT-DEUEL SCHOOL DISTRICT	2005 DODGE CARAVAN	3,501.87
HAMLIN COUNTY FARMERS COOP	MAINT & GASOLINE	962.23
HAMLIN COUNTY PUBLISHING	EMPLOYMENT AD	53.28
HY-VEE FOOD STORE	BOARD SUPPLIES	7.37
INNOVATIVE OFFICE SOLUTIONS	ADMIN/O&M SUPPLIES	16.74
ITC TELECOM	TELEPHONE/INTERNET	174.59
JOHNSON AUTOMOTIVE	MAINT	36.69
KORMANAGEMENT SERVICES, LLC	DRUG & ALCOHOL POOL	1,680.62
NESC IMPREST	REIMBURSE IMPREST	37.00
NESC PAYROLL CLEARING	MAY 2017 PAYROLL	19,161.87
NESC SPECIAL REVENUE PROJECTS	QUARTER 3 EXPENSED MILEAGE	5,755.60
OTTER TAIL POWER CO.	O&M - ELECTRICITY	61.90
PUBLIC OPINION	BOARD - MINUTES/ADVERTISING	59.89
RAMKOTA HOTEL	FISCAL TRAVEL	29.01
TIME MANAGEMENT SYSTEMS, INC	EMPLOYEE TIME CLOCK	4.23
TOWN OF HAYTI	O&M - WATER & SEWER	5.72
TWIN VALLEY TIRE, INC.	MAINT	20.00
US POSTAL SERVICE	ADMIN - POSTAGE	14.56

05/10/2017 01:21 PM

Vendor Name

VERIZON WIRELESS

W.W. TIRE SERVICE

WEBSTER AUTO CARE

Fund Number: 10

Checking Account: 1

A-I COMPUTER SOLUTIONS

AMAZON

AMERICAN HEART ASSOCIATION

AMMERICINN

ARGUS LEADER

BRITTON-HECLA SCHOOL DISTRICT

CASTLEWOOD SCHOOL DISTRICT

CDW GOVERNMENT INC.

CENTURY BUSINESS PRODUCTS, INC

CHILSON, GINA

CHRISTENSEN, BRICE

DAKTECH, INC.

DUST TEX SERVICE, INC.

HAMLIN COUNTY PUBLISHING

HAMLIN SCHOOL DISTRICT

HOUGHTON MIFFLIN CO.

HY-VEE FOOD STORE

INNOVATIVE OFFICE SOLUTIONS

ITC TELECOM

JOHNSON, ALYSHA

MARSHALL CO. HEALTHCARE CENTER

NASP

NCS PEARSON, INC.

NESC IMPREST

NESC PAYROLL CLEARING

NESC SPECIAL REVENUE PROJECTS

OTTER TAIL POWER CO.

PRO-ED

ACCOUNTS PAYABLE MAY 2017

Description

CELL PHONE

MAINT

MAINT

Fund Number: 22 SPECIAL EDUCATION FUND

TECH SUPPLIES - PSYCH

ESA TOY/CB SUPPLIES/SPEECH
SUPPLIES

CPR AED REGISTRATIONS - PD

ED SPEC/SDC TRAVEL

ADMIN - EMPLOYMENT AD

EC MILEAGE TO PARENT

SPEECH MILEAGE

CB FACILITY USE FEE/NURSE SPLIT

ED SPEC/ADMIN/FISCAL SOFTWARE

COPIER MAINTENANCE CONTRACT

SPEECH MILEAGE TO STAFF

FISCAL MILEAGE

TECH SUPPLIES

O&M - RUG RENTAL

EMPLOYMENT AD

CB FACILITY USE FEE

EARLY CHILDHOOD SUPPLIES

BOARD SUPPLIES

ADMIN/O&M SUPPLIES

TELEPHONE/INTERNET

SPEECH MILEAGE TO STAFF

CONTRACTED OT/PT SERVICES

CB MILEAGE TO PARENT

PSYCH REGISTRATIONS

SPEECH SUPPLIES

REIMBURSE IMPREST

MAY 2017 PAYROLL

QUARTER 3 EXPENSED MILEAGE

O&M - ELECTRICITY

SPEECH SUPPLIES

User ID: BPC

Amount

110.51

119.80

168.15

39,702.35

44.72

44.88

229.90

184.99

835.01

83.16

63.00

16,223.89

570.42

55.27

54.18

46.16

903.12

33.44

306.72

1,117.59

1,627.73

42.44

92.06

350.77

42.00

9,250.90

186.48

495.00

1,410.15

270.09

248,908.03

71,376.32

322.55

92.29

ACCOUNTS PAYABLE MAY 2017

Vendor Name	Description	Amount
PUBLIC OPINION	BOARD - MINUTES/ADVERTISING	344.79
RAMKOTA HOTEL	FISCAL TRAVEL	166.97
SANFORD WEBSTER MEDICAL CENTER	CONTRACTED OT	8,950.59
SUPER DUPER INC.	SPEECH SUPPLIES	112.74
SW/WC SERVICE COOPERATIVE	PSYCH REGISTRATION	95.00
TIME MANAGEMENT SYSTEMS, INC	EMPLOYEE TIME CLOCK	152.75
TOWN OF HAYTI	O&M - WATER & SEWER	29.78
US POSTAL SERVICE	ADMIN - POSTAGE	83.84
VERIZON WIRELESS	CELL PHONE	198.87
WAL-MART	CB SUPPLIES	40.75
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

Checking Account: 1

365,878.92

405,581.27

NORTHEAST EDUCATIONAL SERVICES COOPERATIVE

Contracts to be Approved

May 15, 2017

SCHOOL PSYCHOLOGISTS - Unit 1

Maria Meyer
Angie Nelson
Anneke Nelson
Shelly Skogstad

PSYCHOLOGICAL EXAMINERS - Unit 1

Chantel Sprang
Kris Street

PHYSICAL THERAPISTS - Unit 1

Nancy Crump
Kari Holden
Kristina Suttan

OCCUPATIONAL THERAPISTS/ASSISTANTS - Unit 1

Stephanie Hayunga
Nicol Huyvaert
Jamie Wiesner
Kelsey Kringen
Sarah Whipkey

SPEECH LANGUAGE PATHOLOGISTS - Unit 2

Christy Busskohl
Gina Chilson
Linda Conrad
Angel Dubro
Heather Hansen
Alysha Johnson
Cheryl Keller-Knudson
Debra Lauseng
Lois Lux
Carrie Niles
Marci Saathoff
Rochelle Schmidt
Debra Tiefenthaler
Melody Wenz
Rita Wiese

CENTER BASE INSTRUCTORS - Unit 2

Brian Jacobsen
Chris Lather

EARLY CHILDHOOD INSTRUCTORS - Unit 2

Deb Jensen
Karlette Juhnke
Teresa Landmark
Wendi Lindner
Julie Nelson

TRANSITION/TECHNOLOGY COORDINATOR - Unit 2

Brenda Boyd

READING RECOVERY - Unit 2

Kari Nolte

OFFICE STAFF

Tammy Anderson
Carol Reuer

PARAPROFESSIONALS

Sherri DeBaere
Missy Gisselbeck
Lindsey Groom
Dawn Hink
Sheri Peckpenpaugh
Mackenzie Ries
Rena Singrey
Joan Sween

ESY

Christy Busskohl
Linda Conrad
Jen Deutsch
Angel Dubro
Skyler Fredrick
Heather Hansen
Steve Hargis
Brian Jacobsen
Deb Jensen
Alysha Johnson
Karlette Juhnke
Emily Koenig
Teresa Landmark
Chris Lather
Wendi Lindner
Lois Lux
Emily Martian
Margo Mortland
Julie Nelson
Carrie Niles
Marci Saathoff
Rena Singrey
Susan Sudtelgte (This contract was added since the contract offered list was approved last month \$36.36 per hour)
Joan Sween
Deb Tiefenthaler
Christy VanHeerde
Cynthia Warkenthein
Melody Wenz
Mary Wienbar
Rita Wiese

Northeast Educational Services Cooperative
Advisory Board Meeting
Wednesday May 3, 2017

The Advisory Board for the Northeast Educational Services Cooperative (NESC) met Wednesday, May 3, 2017 at Hy-Vee in Watertown, South Dakota. The meeting was called to order by Chairman Stewart at 9:41 A.M. and adjourned at 11:03 A.M.

Present: Justin Downes, Arlington; Keith Fodness, Castlewood; Luanne Warren, Clark; Abi Van Regenmorter, De Smet; Kevin Keenaghan, Deubrook; Jim Lentz, Estelline; Gary Leighton, Florence; Al Stewart, Grant-Deuel; Patrick Kraning, Hamlin; Steve Zirbel, Henry; Tim Casper, Lake Preston; Tess Appel, Rosholt; Laura Schuster, Sioux Valley; John Bjorkman, Waverly; Scott Klaudt, Willow Lake

Absent: Steve Benson, Britton-Hecla; Dean Christensen, Deuel; Virginia Dolney, Enemy Swim; Mike Ruth, Iroquois; Kurt Jensen, Summit; Dean Jones, Waubay; James Block, Webster ; Larry Hulscher, Wilmot

Others Attending: Jerry Aberle, Director; Brice Christensen, Business Manager; Tim Frewing, Assistant Director; Jon Meyer, Waverly

ADVISORY BOARD AGENDA

Financial Report

Business Manager Christensen reviewed the financial report for March 2017.

Amend April 2017 Sliding Scale CB rates

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

Base Rate	\$5,466.46
1 st Placement	\$7,379.73
2 nd Placement	\$4,373.17
3 rd Placement	\$4,023.32

Reading Recovery for 2017-2018

Director Aberle stated that satellite schools Highmore and Pierre will remain in Reading Recovery and Brookings has indicated they will not participate. The position was reduced to .5 FTE. The employee may request to reduce to less than .5 FTE.

BCBA Services for next year

Director Aberle gave an update that a package of 180 hours will be purchased. 170 of the hours have been allocated, and 10 hours will be available to any other school as needed.

Apex for 2017-18

Director Aberle informed everyone that 105 seats will be purchased at \$125 per seat. Billing for the seats indicated will occur in the fall.

Paper Purchase

Business Manager Christensen informed everyone that he is currently collecting information for the group paper purchase and will soon be getting quotes.

NESC's role in NPIP (Northern Plains Insurance Pool)

Business Manager Christensen presented information on what his and NESC's responsibilities are and will be in the future as Fiscal Agent of the pool. Further discussion was held on the scope of duties, time commitment, and NESC interest.

June, July, August meetings

No meetings will be held in June, July, and August unless there is a special need.

Superintendent Rotation for Board Meetings/Summer meetings

Scott Klaudt of Willow Lake volunteered for the open position of small school representative for the term ending 2020.

CPI (Crisis Prevention Intervention)

There will be training courses provided by NESC for CPI held on August 9th and 10th. The 9th will be a full day training for individuals who have been trained, and the 10th will be for individuals needing to renew their CPI certificate.

FY 2018 Budget

Business Manager Christensen presented the preliminary FY18 Budget.

Adjournment

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

Brice Christensen, Business Manager

NESC Summer Office Hours

School Year:

Hours are 7:30 am to 4:00 pm—Monday, Tuesday, Wednesday, Thursday, & Friday

Proposed:

June 1, 2017 through August 4, 2017

Monday, Tuesday, Wednesday, and Thursday—7:30 am to 3:30 pm;

Fridays—7:30 am to 12:00 pm.

NPIP Responsibilities

- Oversee \$25+ million budget
- Facilitate changes to NPIP entity
 - IRS Forms
 - Bank accounts
 - Work with lawyer on Howalt-McDowell retainer
- Handle all transactions of the Pool
 - Send 60 invoices monthly
 - Receipt 60 checks monthly
 - Reconcile amounts for accuracy
 - Payment of TPA fees monthly (Sanford, DAKOTACARE)
 - Payment of health claims to TPAs
 - Reviewed for accuracy that nothing is abnormal
 - Pay any other monthly claims or bills
- Attend all meetings of the executive board
- Provide information and answers to questions to consultants (H&M), TPA administrators, and school administrators

2016 - 2017 NESC VEHICLES				Odometer	Comments
	<u>VEHICLE</u>	<u>SERIAL#</u>	<u>LIC#</u>	<u>4/30/17</u>	
2012	Chevrolet Malibu-Blue	1G1ZA5EU8CF352086	S8806	33152	Retain
2011	Chevrolet Malibu-Silver	1G1ZA5EU4BF346770	S8812	47592	Retain
2012	Chevrolet Malibu-Gray	1G1ZA5EU9CF354803	S8764	31660	Retain
2012	Chevrolet Malibu-Gray	1G1ZA5EU4CF391855	S8763	43717	Retain
2011	Chevrolet Malibu-Tan	1G1ZA5EU6BF379219	S8762	23362	Retain
2012	Chevrolet Malibu-Gray	1G1ZA5EU6CF362258	S8761	47706	Retain
2011	Chevrolet Malibu-Tan	1G1ZA5EU7BF363711	S8690	40750	Retain
2011	Chevrolet Impala-White	2G1WF5EK1B1265946	S8565	58263	Retain
2011	Chevrolet Malibu-Silver	1G1ZA5EU4BF349183	S8563	63517	Retain
2011	Chevrolet Impala-White	2G1WF5EK7B1249282	S8481	56913	Retain
2009	Chevrolet Impala-Red	2G1WB57KX91277547	S8410	88187	Retain
2011	Chevrolet Impala-Blue	2G1WF5EK4B1239759	S8409	78644	Retain
2010	Chevrolet Malibu-Brown	1G1ZA5E02AF283129	S8691	44548	Retain
2010	Chevrolet Malibu-Silver	1G1ZA5E05AF286686	S8689	38965	Retain
2010	Chevrolet Malibu-White	1G1ZASE03AF283995	S8564	55874	Retain
2010	Chevrolet Impala-Black	2G1WA5EK7A1264796	S8562	54978	Retain
2010	Chevrolet Malibu-Silver	1G1ZA5E01AF278729	S8482	64764	Retain
2002	Ford EC1 Van	1FDRE14W82HB56512	S8496	71053	Retain
2002	Chevrolet Venture Van	1GNDX03E82D253851	S8308	156719	Retain????
2008	Chevrolet Impala-Brown	2G1WB58K181264554	S8199	73005	Retain
2008	Chevrolet Impala-Gray	2G1WB58KX81250913	S8198	94680	Retain
2008	Chevrolet Impala-Gray	2G1WB58KX81248594	S8197	83881	Retain
2008	Chevrolet Impala-Black	2G1WB58K381232706	S8196	78131	Retain
2008	Chevy Impala - Grey	2G1WB58K081286416	S8056	137427	Retain
2008	Chevy Impala - Gold	2G1WB58K981276449	S8057	145353	Retain

2007	Chevrolet Impala - White	2G1WB58K779397674	S8077	92505	Retain
2007	Chevrolet Impala - White	2G1WB58K579338123	S8072	101143	Retain
2006	Ford Taurus - Silver	1FAHP53246A245935	S8071	123627	Retain
2006	Dodge Stratus - Blue	1B3AL46TX6N221137	S7985	120494	Retain
2006	Dodge Stratus - Green	1B3AL46T76N233360	S7876	88200	Retain
2006	Chevy Malibu-Gold	1G1ZT53F76F206068	S7691	148474	Retain
2006	Chevy Malibu-Green	1G1ZS53846F247102	S7690	140113	Retain
2006	Chevy Malibu-Silver	1G1ZS53826F244134	S7689	127624	Retain
2005	Ford Taurus - Maroon	1FAFP53205A114023	S7984	111418	Retain
2005	Dodge Stratus (blue)	1B3EL46T75N642622	S7877	81282	Retain
2005	Chevrolet Classic (silver)	1G1ND52F85M193371	S7878	121901	Retain
2005	Chevy Classic-Gold	1G1ND52F35M224140	S7692	115108	Retain
2005	Ford Taurus - Silver	IFAFP53285A288468	S7853	180451	Surplus???
2004	Chevy Classic - Blue	1G1ND52F24M656376	S7107	185646	Surplus???
2004	Chevy Classic - Tan	1G1ND52F54M655142	S7111	150145	Retain???
2004	Dodge Stratus-Silver	1B3EL36T14N137555	S7284	140123	Retain
2004	Dodge Stratus-Black	1B3EL36TX4N139644	S7300	128738	Retain
2004	Dodge Stratus-Burgandy	1B3EL36X04N152101	S7109	143971	Surplus???
2004	Ford Taurus - White	IFAFP52254A213338	S7499	148385	Retain
2003	Chevrolet Astro Van-Gray	1GNEL19X63B143134	S7406	177432	Retain???
2003	Ford Taurus - Silver	IFAFP53253G208070	S7081	172443	Retain???
2001	Dodge Stratus - Maroon	1B3EJ46X41N613923	S6043	144560	Retain
2001	Dodge Stratus - Maroon	1B3EJ46X31N654592	S4499	149199	Surplus???
2000	Chevy Malibu-White	1G1ND52J8Y6304238	S6625	154806	Retain???
2000	Dodge Stratus - White	1B3EJ46CXYN227238	S5937	161750	Surplus???
1999	Chevy Suburban	1GNFK16R8XJ504856	S5619	161896	Retain???
1998	Ford Taurus Wagon-red	1FAFP57U2WA232636	S6276	228661	Surplus???

1. CLASS: AE: EPA MID-SIZE SEDAN: FWD, 4 Cyl Gas Engine

BECK MOTORS
CHEVROLET MALIBU
CONTRACT# 16992

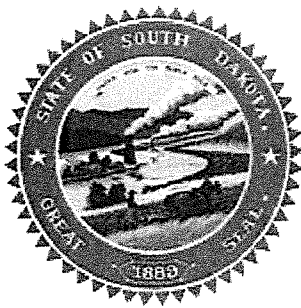
- Engine, Gas 1.5, 4-cyl, 160 HP
- Wheelbase 111"
- 5 Passenger Seating
- Cargo Volume: 15.8 Cubic Feet Trunk
- Passenger Volume: 102 Cubic Feet
- Transmission, Automatic 6-speed
- Bluetooth Capability
- Backup Camera
- Keyless entry, keyless Start
- Stability Control System, / Traction control
- Daytime running lamps
- 16" Wheels
- 12 V Aux Power Point
- Power Door Locks
- Power Windows
- Tinted Windows
- Radio, AM/FM Stereo
- Air Conditioning
- ABS Brakes
- Body, 4 Door Sedan
- Cruise Control
- Floor Covering, Carpet Front & Rear
- Floor Mats, Front & Rear
- Engine Block Heater
- Outside power adjustable mirrors
- Rear Window Defroster
- Seats, Cloth
- Seats, Bucket Front
- Steering Wheel. Tilt
- Steering Elec Power Assist
- Wipers, Multiple Speed
- Airbags 8 Minimum
- Warranty Power Train 100K or 5 Years
- Spare tire, jack, and accessories
- Factory Freight

Delivery Date 60-90 days

Base Cost

\$18920

- | | |
|---------------------------------------|--|
| • Power Drivers Seat w/Lumbar Support | \$400 |
| • Manufacturer's Maintenance Plan | \$67.50 (2 oil changes & tire rotations) |
| • Remote Start | \$325 |
| • Front & Rear Splash Guards | \$200 |
| • All Weather Floor Mats/Cargo Mat | \$200 |
| • Portable Media Connectivity Package | \$115 |



FEDERAL SURPLUS PROPERTY CATALOG

Huron Distribution Site - 1-800-438-8302 | Western Distrib. Site - 1-800-847-7584
Pictures and additional information may be accessed at www.sdfederalsurplus.com.

Your Report

- Category: Sedans

Stock #	Title	Category	Location	Price
703-93708	2012 Chevy Malibu 4DR Sedan, 37K	Sedans	Huron Distribution Site	11,200
703-90046	2012 Chevy Malibu LS, 30K	Sedans	Huron Distribution Site	11,100
703-89275	2014 Chevy Malibu 4DR Sedan, 37K	Sedans	Huron Distribution Site	13,900
703-51417	2012 Chevy Malibu 4DR Sedan, 41K	Sedans	Huron Distribution Site	11,700
703-24337	2012 Ford Focus SE 4DR Sedan, 19K	Sedans	Huron Distribution Site	10,250
703-12146	2014 Ford Focus SE 4 DR Sedan, 33K	Sedans	Huron Distribution Site	10,500

2016-2017 CENTER BASE TUITION SLIDING SCALE RATES									
April Sliding Tuition Scale									
BASE RATE =	\$5,466.46								
School District	FTE	# Placements	135.00%	80.00%	73.60%		TUITION		
Castlewood		4.00						April 1 Sliding Tuition Scale	
Student 1	100.00%		\$7,379.73					1ST PLACEMENT	\$7,379.73
Student 2	100.00%			\$4,373.17				2ND PLACEMENT	\$4,373.17
Student 3	100.00%				\$4,023.32			3RD PLACEMENT	\$4,023.32
Student 4	100.00%				\$4,023.32				
Total:			\$7,379.73	\$4,373.17	\$8,046.64		\$19,799.54		
Clark		2.00							
Student 1	100.00%		\$7,379.73					Per Month Difference	
Student 2	100.00%			\$4,373.17					
Total:			\$7,379.73	\$4,373.17	\$0.00		\$11,752.90	1ST PLACEMENT	-\$1,069.39
Deubrook		1.00						2ND PLACEMENT	-\$643.84
Student 1	100.00%		\$7,379.73					3RD PLACEMENT	-\$436.88
Total:			\$7,379.73	\$0.00	\$0.00		\$7,379.73		
Elkton		1.00							
Student 1	100.00%		\$7,379.73						
Total:			\$7,379.73	\$0.00	\$0.00		\$7,379.73		
Estelline		1.00							
Student 1	100.00%		\$7,379.73						
Total:			\$7,379.73	\$0.00	\$0.00		\$7,379.73		
Hamlin		5.25							
Student 1	100.00%		\$7,379.73						
Student 2	100.00%			\$4,373.17					
Student 3	100.00%				\$4,023.32				
Student 4	90.00%				\$3,620.99				
Student 5	90.00%				\$3,620.99				
Student 6	45.00%				\$1,810.49				
Total:			\$7,379.73	\$4,373.17	\$13,075.78		\$24,828.68		
Webster		3.00							
Student 1	100.00%		\$7,379.73						
Student 2	100.00%			\$4,373.17					
Student 3	100.00%				\$4,023.32				
Total:			\$7,379.73	\$4,373.17	\$4,023.32		\$15,776.22		
						Total Tuition	\$94,296.52		
						Tuition Requested	\$94,296.52		
						Difference	\$0.00		
# of Placements:		17.25							

	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

May 12, 2017

To: Jerry Aberle

Board of Directors

It is with great pride that I can say I have been working with the NESC districts since 1998 in the position as a Reading Recovery Teacher Leader. This position has given me much pleasure in knowing I have made a positive influence in the education of teachers and students.

Due to the reduction of my position, I have decided to apply for my South Dakota Teacher Retirement. Because of this decision, I am requesting that my 2017-2018 contract be reduced from .50 to .48. This change will make sure my Retirement payments will not be compromised.

The Reading Recovery school districts will still receive the full service of classes and teacher visits along with the testing of their students. This will not change. I would still be happy to train any teachers that districts would like to have trained.

Thank you for this consideration.

Sincerely,

Kari Nolte

Reading Recovery Teacher Leader

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE
BOARD OF DIRECTORS MEETING
Monday, May 15, 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 April, 2017 financial report
6. Consent Agenda
 - a. Approval of April 17, 2017 meeting minutes
BOARD ACTION: _____

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

 - c. Approval of contract amendment—Sanford Webster, OT Services; OT was \$63.75 per hour decreasing to \$59.75 per hour; COTA was \$53.25 per hour decreasing to \$51.00 per hour
BOARD ACTION: _____

 - d. Approval of 2017-18 Unit 1 and 2, ESY, Paraprofessionals and Office Staff contracts
BOARD ACTION: _____

 - e. Approval of 2017-18 Director, Assistant Director, and Business Manager contracts
BOARD ACTION: _____

 - f. Approval of Reading Recovery contracts – Pierre-\$5,304.50; Highmore/Harold-\$3,182.70
BOARD ACTION: _____

- g. Approval of shared services contracts-Elkton-\$21,101.83; DeSmet-\$2,101.83; Hamlin-\$30,092.88; Willow Lake -\$30,092.88; Estelline-\$30,092.88

BOARD ACTION: _____

- h. Approval of Behavior Analytic Services Agreement—SW/WC, \$21,600; 180 hours

BOARD ACTION: _____

- i. Approval of Apex Agreement--\$13,725; 105 seats@\$125 per seat--\$13,125 + \$600 for (1) 3 hour webinar

BOARD ACTION: _____

7. Discussion Items

- a. May 3, 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 and worker's compensation insurance quotes

BOARD ACTION: _____

f Summer office hours

BOARD ACTION: _____

g. FY 2018 preliminary budget

BOARD ACTION: _____

h. Other opportunities for NESC

BOARD ACTION: _____

i. NESC's role in NPPI (Northern Plains Insurance Pool)

BOARD ACTION: _____

j. Purchase new or used vehicles

BOARD ACTION: _____

8. Action Items

a. Approve a vendor and amount for property and liability insurance

BOARD ACTION: _____

b. Approve a vendor and amount for worker's compensation insurance

BOARD ACTION: _____

c. Approve amended April 2017 Sliding Scale Center Base Rates

BOARD ACTION: _____

d. Set summer office hours

BOARD ACTION: _____

- e. Set hourly wage for janitorial staff

BOARD ACTION: _____

- f. Request from Kari Nolte to move to a .48 FTE

BOARD ACTION: _____

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. _____
BOARD ACTION: _____

- b. _____
BOARD ACTION: _____

