

August 17, 2017

Hello NESC Board of Directors

Meeting Location:

Our August meeting will be held Monday, August 21, 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
- 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

August 17, 2017

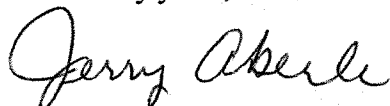
Dear NESC Board Members:

Our August board meeting will be held on Monday, August 21, 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

NESC BOARD OF DIRECTORS' MEETING

Proposed Agenda

Date: August 21, 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 July 2017 financial report
6. Consent Agenda
 - a. Approval of July 17, 2017 meeting minutes
 - b. Approval of payment of August 2017 budget claims
 - c. Approval of contract amendment, Julie Nelson—early childhood teacher, MA to MA + 15; \$50,017.17
 - d. Approval of contract amendment, Melody Wenz—SLP; \$61,754.02
 - e. Approval of contract, Abbie Carlson—paraprofessional, Webster Center Base; \$13.40 per hour
 - f.
 - g.
7. Discussion Items
 - a. Assistant Director's report
 - b. Director's report
 - c. NESC Board policies
 - d. NESC Board In-service
 - e. Chairperson appointment of steering/negotiations committee members
 - f.
8. Action Items
 - a. Approval of revised NESC Board policies
 - b. Approval of 8 vehicles as surplus property
 - c.
 - d.
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 July 2017 financial report**
- 6. Consent Agenda**
 - a. **Approval of July 17, 2017 meeting minutes.** Please review enclosed minutes.
 - b. **Approval of payment of August 2017 budget claims.** Please review the enclosed budget claims.
 - c. **Approval of contract amendment, Julie Nelson—early childhood teacher, MA to MA + 15; \$50,017.17**
 - d. **Approval of contract amendment, Melody Wenz—SLP; \$61,654.02**
 - e. **Approval of contract, Abbie Carlson—paraprofessional, Webster Center Base; \$13.40 per hour**
- 7. Discussion Items**
 - a. **Assistant Director's report.**
 - b. **Director's report.**
 - c. **NESC Board Policies.** Attached are several revised board policies.
 - d. **NESC Board In-service.** What are the board's thoughts on having a board in-service?
 - e. **Chairperson appointment of steering/negotiations committee members.** Chairperson Koenecke will be appointing committee members.
- 8. Action Items**
 - a. **Approval of revised NESC Board policies.**
 - b. **Approval of 8 vehicles as surplus property**
 - c.
 - d.
- 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.

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					
July 1, 2017	\$275,788.10	\$727,949.18	\$20,459.66	\$4,049,148.09	\$5,073,345.03

Receipts:

Local Sources:

1312 Center Base Tuition					\$0.00
1332 Extended School Year Tuition					\$0.00
1510 Interest	\$66.49	\$128.23	\$1.80	\$969.02	\$1,165.54
1941 ESA 1 OTHER SOURCES	\$529.08				\$529.08
1941 ESA 1 LEA Assessments					\$0.00
1941 SD COUNTS Other LEAs					\$0.00
1971 Insurance Premiums				\$2,061,216.18	\$2,061,216.18
1990 Charges For Service					\$0.00
1990 SPED Assessments					\$0.00
1990 General Fund Assessment					\$0.00
1990 Reading Recovery					\$0.00
1990 Reading Recovery-Other LEAs					\$0.00
1990 Miscellaneous	\$775.00				\$775.00
1990 Northern Plains	\$3,535.39				\$3,535.39
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		\$3,922.34			\$3,922.34
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					\$0.00
4175 IDEA Part B 611-Private					\$0.00
4186 IDEA Part B 619					\$0.00

Other Receipts:

120 Accounts Receivable	\$48,287.78	\$12,067.23		\$36,970.00	\$97,325.01
140 Due from other Governments	\$26,989.99	\$137,798.03			\$164,788.02
Other Receipts	\$13,720.33			\$132,235.86	\$145,956.19

Total Monthly Receipts	\$93,904.06	\$153,915.83	\$1.80	\$2,231,391.06	\$2,479,212.75
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Total Gross Receipts	\$369,692.16	\$881,865.01	\$20,461.46	\$6,280,539.15	\$7,552,557.78
Manual Journal Entry	-\$647.52	\$647.52			\$0.00
Manual Journal Entry Revenue					\$0.00

Less Salaries & Disbursements					
Salaries	\$159,308.33	\$108,362.81			\$267,671.14
Disbursements	\$16,668.30	\$290,034.20	\$2,580.20	\$486,291.22	\$795,573.92
Less Total Salaries & Disbursements	\$175,976.63	\$398,397.01	\$2,580.20	\$486,291.22	\$1,063,245.06

CASH BALANCE					
July 31, 2017	\$193,068.01	\$484,115.52	\$17,881.26	\$5,794,247.93	\$6,489,312.72

Balance Sheet

Clearing Account XX-101-002	\$20.00	\$80.00	\$0.00	\$14,721.75	\$14,821.75
Checking Account XX-101	\$3,479.64	-\$1,349.65	\$12,245.39	\$5,779,526.18	\$5,793,901.56
Money Market Savings XX-105	\$189,568.37	\$403,104.39	\$5,635.87	\$0.00	\$598,308.63
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	\$193,068.01	\$484,115.52	\$17,881.26	\$5,794,247.93	\$6,489,312.72
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Regular; Processing Month 07/2017; 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	66.49	66.49	22.16	233.51
10 1941 014	ESA 1 LEA ASSESSMENTS	69,963.52	0.00	0.00	0.00	69,963.52
10 1941 015	ESA-1 REVENUE OTHER SOURCES-LEAs	17,967.44	529.08	529.08	2.94	17,438.36
10 1941 017	SHARED SERVICES GRANT	131,404.60	0.00	0.00	0.00	131,404.60
10 1990 009	NON-SP.ED. ASSESSMENTS	15,684.09	0.00	0.00	0.00	15,684.09
10 1990 012	READING RECOVERY ASSESSMENTS	37,802.79	0.00	0.00	0.00	37,802.79
10 1990 013	READING RECOVERY-OTHER LEAs	8,487.20	0.00	0.00	0.00	8,487.20
10 1990 018	MISCELLANEOUS	0.00	775.00	775.00	0.00	(775.00)
10 1990 020	NORTHERN PLAINS	35,000.00	3,535.39	3,535.39	10.10	31,464.61
10 1990 073	D&A POOL ASSESSMENTS	15,000.00	0.00	0.00	0.00	15,000.00
10 1990 200	EXPENSED MILEAGE FROM SPED	265,050.00	0.00	0.00	0.00	265,050.00
Subtotal: LOCAL SOURCES		596,659.64	4,905.96	4,905.96	0.82	591,753.68
10 3900 050	ESA 1-TEACHER OF THE YEAR	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
Subtotal: STATE SOURCES		0.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00
10 5140	COMPENSATION FOR LOSS OF ASSET	0.00	13,720.33	13,720.33	0.00	(13,720.33)
Subtotal: 5000		0.00	13,720.33	13,720.33	0.00	(13,720.33)
Fund Total:		596,659.64	18,626.29	18,626.29	3.12	578,033.35

Regular; Processing Month 07/2017; 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	601,858.97	0.00	0.00	0.00	601,858.97
22 1312 100	TUITION-ESY	86,190.75	0.00	0.00	0.00	86,190.75
22 1510	INTEREST	1,500.00	128.23	128.23	8.55	1,371.77
22 1990 002	MISCELLANEOUS-CENTER BASE	0.00	0.00	0.00	0.00	0.00
22 1990 003	SPED ASSESSMENTS	1,236,456.00	0.00	0.00	0.00	1,236,456.00
22 1990 018	MISCELLANEOUS	5,000.00	0.00	0.00	0.00	5,000.00
22 1990 019	SPECIAL PROJECTS INDIRECT COSTS	5,000.00	0.00	0.00	0.00	5,000.00
	Subtotal: LOCAL SOURCES	1,936,005.72	128.23	128.23	0.01	1,935,877.49
22 3119 071	STATE GRANTS-IN-AID: ED.SPEC.	137,115.68	0.00	0.00	0.00	137,115.68
22 3900 013	STATE REVENUE: PART C FUNDS	50,000.00	3,922.34	3,922.34	7.84	46,077.66
22 3900 014	STATE REVENUE: PART B FUNDS	4,500.00	0.00	0.00	0.00	4,500.00
	Subtotal: STATE SOURCES	191,615.68	3,922.34	3,922.34	2.05	187,693.34
22 4175 475	REGULAR IDEA PART B 611	1,698,461.00	0.00	0.00	0.00	1,698,461.00
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	48,155.00	0.00	0.00	0.00	48,155.00
	Subtotal: FEDERAL SOURCES	1,749,987.00	0.00	0.00	0.00	1,749,987.00
22 5130	SALE OF SURPLUS PROPERTY	0.00	0.00	0.00	0.00	0.00
22 5140	COMPENSATION FOR LOSS OF ASSET	0.00	0.00	0.00	0.00	0.00
	Subtotal: 5000	0.00	0.00	0.00	0.00	0.00
	Fund Total:	3,877,608.40	4,050.57	4,050.57	0.10	3,873,557.83

Revenue Summary Report

Processing Month: 07/2017

Regular; Processing Month 07/2017; 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:	4,474,268.04	22,676.86	22,676.86	0.51	4,451,591.18

Account Number	Account Description	BUDGET	CURRENT MO.EXP.	EXP.TO DATE	% OF BUDGET	BALANCE AT EOM
10	GENERAL FUND					
1111	READING RECOVERY	\$46,289.99	\$5,575.12	\$5,575.12	12.04	\$40,714.87
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$231,335.54	\$9,287.78	\$9,287.78	4.01	\$222,047.76
2227	TECHNOLOGY SUPPORT	\$8,243.50	\$361.85	\$361.85	4.39	\$7,881.65
2319	BOARD OF EDUCATION SERVICES	\$12,360.74	\$7,713.97	\$7,713.97	62.41	\$4,646.77
2329	ADMINISTRATION	\$56,829.19	\$3,976.29	\$3,976.29	7.00	\$52,852.90
2529	ADMINISTRATION-FISCAL SERVICES	\$13,495.04	\$932.65	\$932.65	6.91	\$12,562.39
2542	OPERATION & MAINTENANCE BLDGS.	\$7,995.94	\$137.78	\$137.78	1.72	\$7,858.16
2545	VEHICLE SERVICE	\$223,109.70	\$46,200.00	\$46,200.00	20.71	\$176,909.70
2551	DRUG & ALCOHOL TESTING POOL	\$15,000.00	\$0.00	\$0.00	0.00	\$15,000.00
10	GENERAL FUND	\$614,659.64	\$74,185.44	\$74,185.44	12.07	\$540,474.20
22	SPECIAL EDUCATION FUND					
1221	EXTENDED SCHOOL YEAR	\$89,561.75	\$34,392.69	\$34,392.69	38.40	\$55,169.06
1223	CENTER BASE DAY PROGRAMS	\$601,858.98	\$6,127.85	\$6,127.85	1.02	\$595,731.13
1226	EARLY CHILDHOOD SERVICES	\$335,469.21	\$2,998.80	\$2,998.80	0.89	\$332,470.41
1227	PROLONGED ASSISTANCE PROGRAMS	\$0.00	\$0.00	\$0.00	0.00	\$0.00
2129	TRANSITION SUPPORT SERVICES	\$28,172.19	\$1,827.12	\$1,827.12	6.49	\$26,345.07
2142	PSYCHOLOGICAL SERVICES	\$551,234.22	\$3,002.23	\$3,002.23	0.54	\$548,231.99
2152	SPEECH PATHOLOGY SERVICES	\$1,061,362.63	\$10,346.30	\$10,346.30	0.97	\$1,051,016.33
2171	PHYSICAL THERAPY	\$311,600.92	\$20,579.10	\$20,579.10	6.60	\$291,021.82
2172	OCCUPATIONAL THERAPY	\$480,019.54	\$21,134.55	\$21,134.55	4.40	\$458,884.99
2213	PROFESSIONAL DEVELOPMENT/PRESERVICE&TCAP	\$7,283.78	\$0.00	\$0.00	0.00	\$7,283.78
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$137,115.68	\$6,301.29	\$6,301.29	4.60	\$130,814.39
2227	TECHNOLOGY SUPPORT	\$46,713.10	\$2,050.35	\$2,050.35	4.39	\$44,662.75
2319	BOARD OF EDUCATION SERVICES	\$70,044.22	\$43,712.51	\$43,712.51	62.41	\$26,331.71
2329	ADMINISTRATION	\$254,031.98	\$22,532.23	\$22,532.23	8.87	\$231,499.75
2529	ADMINISTRATION-FISCAL SERVICES	\$76,471.89	\$5,285.00	\$5,285.00	6.91	\$71,186.89
2542	OPERATION & MAINTENANCE BLDGS.	\$41,668.31	\$762.74	\$762.74	1.83	\$40,905.57
22	SPECIAL EDUCATION FUND	\$4,092,608.40	\$181,052.76	\$181,052.76	4.42	\$3,911,555.64
	Grand Total:	\$4,707,268.04	\$255,238.20	\$255,238.20	5.42	\$4,452,029.84

Activity Fund Balance Report - Summary - Exclude Encumbrances
07/2017 - 07/2017

Regular; Beginning Month 07/2017; Processing Month 07/2017; 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	0.00	0.00	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	2,498.06	0.00	0.00	0.00	2,498.06
71 415 806	SPECIAL OLYMPICS SD-AMT HELD FOR OTHERS	10,444.01	0.00	0.00	0.00	10,444.01
71 415 850	ELABO-AMT HELD FOR OTHERS	0.00	0.00	0.00	0.00	0.00
71 430 800	IMPREST ACCOUNT	6,102.42	2,580.20	0.00	0.00	3,522.22
71 704 005	FUND BALANCE - UNDESIGNATED	0.00	0.00	0.00	0.00	0.00
71 760	UNASSIGNED FUND BALANCE	17.61	0.00	1.80	0.00	19.41
Fund Total: 71		20,459.66	2,580.20	1.80	0.00	17,881.26

Activity Fund Balance Report - Summary - Exclude Encumbrances
07/2017 - 07/2017

Regular; Beginning Month 07/2017; Processing Month 07/2017; 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	640,736.37	486,291.22	3,789,650.92	0.00	3,944,096.07
	Fund Total: 72	640,736.37	486,291.22	3,789,650.92	0.00	3,944,096.07

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

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, July 17 at Lake Area Technical Institute in Watertown, SD. The meeting was called to order by Vice-President Homola at 7:00 P.M. and adjourned at 8:32 P.M.

Members present:

Martin Murphy, Arlington; Cory Akin, Castlewood; Barb Asleson, De Smet; Carie Knutson, Deubrook; Arend Schuurman, Elkton; Evelyn Eagle, Enemy Swim Day School; Krecia Weinberg, Estelline; Tracy Hlavack, Florence; Joe Homola, Hamlin; Dave Fuller, Henry; Brian Nelson, Lake Preston; Amber Halming, Rosholt; Gene Bjorklund, Sioux Valley; Sandy Hinze, Waubay; Penny Thyen, Waverly/South Shore; Tia Felberg, Willow Lake;

Absent:

Josh Hawkinson, Britton-Hecla; Trudi Gaikowski, Clark; Debbe Koenecke, Deuel; Greg Schortzmann, Iroquois; Lisa Amdahl, Summit; Joel Shoemaker, Webster; Denise Lutkemeier, Wilmot

Others Attending:

NESC Staff Representatives: None present.

Member District Superintendents: None present.

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

Call to Order

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

Agenda review, changes, and approval

Action #17103 Motion by T. Hlavacek, second by C. Akin, to approve the agenda with one addition: 7e) Building repairs and upkeep. All present voting in favor, motion carried.

Introduction of Guests

No guests were present.

Conflicts of Interest

No conflicts of interest were presented.

Financial Report

Action #17104 Motion by C. Knutson, second by G. Koerlin, to approve the financial report for the period ending June 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>
June 1, 2017	\$255,971.16	\$661,876.45	\$23,103.17	\$1,786,589.00
<u>Receipts:</u>				
Local Sources	\$43,665.42	\$205,832.99	\$1.26	\$1,764,929.09
State Sources	\$9,486.00	\$3,053.27		
Federal Sources		\$140,931.00		
Other			\$134.00	\$529,290.00
<u>Total Monthly Receipts</u>	<u>\$53,151.42</u>	<u>\$349,817.26</u>	<u>\$135.26</u>	<u>\$2,294,219.09</u>
Total Gross Receipts	\$309,122.58	\$1,011,693.71	\$23,238.43	\$4,080,808.09
 Less Salaries	 \$21,050.47	 \$254,530.54		
Less Disbursements	\$12,284.01	\$29,213.99	\$2,778.77	\$31,660.00
<u>Total Salaries & Disbursements</u>	<u>\$33,334.48</u>	<u>\$283,744.53</u>	<u>\$2,778.77</u>	<u>\$31,660.00</u>
Ending Cash Balance June 30, 2017	\$275,788.10	\$727,949.18	\$20,459.66	\$4,049,148.09

Consent Agenda

Action #17105 Motion by M. Murphy, second by D. Fuller, to approve the following items on the Consent Agenda: 6a) Approval of June 19, 2017 Board of Directors minutes; 6b) Approval of payment of EOFY 2017 claims. All present voting in favor, motion carried.

EOFY 2017 Accounts Payable

GENERAL FUND: AKIN, CORY STEERING MILEAGE 1.68;BLACK HILLS STATE UNIVERSITY CAMSE INVOICE #3 2310; CENEX FLEETCARD MAINT & GASOLINE 1073.59;CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 153; CHRISTENSEN, BRICE FISCAL MILEAGE 2.67;CRAIG BASS SANITARY SERVICE O&M - GARBAGE SERVICE 20.77;DELYLE'S SOUTH 81 SERVICE, INC. MAINT 1882.14;DUST TEX SERVICE, INC. O&M - RUG RENTAL 6.42;FRITZ CHEVROLET, INC MAINT 287.08;HAMLIN COUNTY FARMERS COOP GASOLINE 359.74;HLAVACEK, TRACY STEERING MILEAGE 5.72; HOMOLA, JOE STEERING MILEAGE 0.75;ITC TELECOM PHONE/INTERNET 166.88;KOENECKE, DEBBE STEERING MILEAGE 3.92;LUTKEMEIER, DENISE STEERING MILEAGE 8.33;NESC SPECIAL REVENUE PROJECTS Q4 EXPENSED MILEAGE/IDC 14393.52;NORTHLAND AUTO CENTER MAINT 272.75;PEDERSEN, SHANE O&M - LAWN CARE 22.54;PRO-TEC ROOFING O&M - ROOF REPAIR 28.75;PUBLIC OPINION BOARD - MINUTES 34.09;QUICK PRO LUBE MAINT 36.02;REPORTER AND FARMER BOARD - PUBLISHING 5.55;SHOEMAKER, JOEL STEERING MILEAGE 7.96;SHRED-IT SIOUX FALLS SHREDDING SERVICE 33.72;TIME MANAGEMEN SYSTEMS, INC EMPLOYEE TIME CLOCK 2.95;TOWN OF HAYTI O&M - WATER AND SEWER 5.72;VERIZON WIRELESS CELL PHONE 110.56;W.W. TIRE SERVICE MAINT 204.9;

FUND TOTAL: \$21,441.72

SPECIAL EDUCATION FUND: AKIN, CORY STEERING MILEAGE 9.66;CASTLEWOOD SCHOOL DISTRICT CB - NURSE 1859.64; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 34.61;CHRISTENSEN, BRICE FISCAL MILEAGE 15.39; CRAIG BASS SANITARY SERVICE O&M - GARBAGE SERVICE 108.23;DUST TEX SERVICE, INC. O&M - RUG RENTAL 33.44; HLAVACEK, TRACY STEERING MILEAGE 32.92;HOMOLA, JOE STEERING MILEAGE 4.29;ITC TELECOM PHONE/INTERNET 310.55;KOENECKE, DEBBE STEERING MILEAGE 22.54;LUTKEMEIER, DENISE STEERING MILEAGE 47.95;MARSHALL CO. HEALTHCARE CENTER PT/OT CONTRACTED THERAPY 3734.58;NESC SPECIAL REVENUE PROJECTS Q4 EXPENSED MILEAGE/IDC 45961.49;PEDERSEN, SHANE O&M - LAWN CARE 117.46;PRO-TEC ROOFING O&M - ROOF REPAIR 149.82;PUBLIC OPINION BOARD - MINUTES 196.25;REPORTER AND FARMER BOARD - PUBLISHING 31.95;SANFORD WEBSTER MEDICAL CENTER OT CONTRACTED THERAPY 3521.94;SHOEMAKER, JOEL STEERING MILEAGE 45.8;SHRED-IT SIOUX FALLS SHREDDING SERVICE 194.13;TIME MANAGEMENT

SYSTEMS, INC EMPLOYEE TIME CLOCK 106.64;TOWN OF HAYTI O&M - WATER AND SEWER 29.78;VERIZON WIRELESS CELL PHONE 199.13;

FUND TOTAL: \$56,768.19

As per SDCL 6-1-10 the following salaries for NESC employees for 2017-18:

ADMINISTRATION: Gerald Aberle 91,837.20; Brice Christensen 53,835.60; Tim Frewing 62,860.98; Tammy Anderson 14.70/hr; Carol Reuer 15.08/hr; CUSTODIAN: Geraldine Binde 16.00/hr; EDUCATIONAL SERVICES AGENCY 1: Shawn DeWitt 58,091.84; Lisa Reinhiller 54,147.53; READING RECOVERY: Kari Nolte 27,026.28; TRANSITION/TECHNOLOGY COORDINATOR/EDUCATIONAL SPECIALIST: Brenda Boyd 51,243.64; SPEECH THERAPY: Christy Busskohl 51,469.20; Gina Chilson 49,052.07; Linda Conrad 50,087.07; Angel Dubro 19,246.32; Heather Hansen 50,593.52; Alysha Johnson 49,550.00; Cheryl Keller-Knudson 61,754.02; Deb Lauseng 50,052.07; Lois Lux 49,052.07; Carrie Niles 50,215.50; Marci Saathoff 45,146.86; Rochelle Schmidt 48,017.07; Debra Tiefenthaler 61,754.02; Melody Wenz 61,754.02; Rita Wiese 50,052.07; CENTER BASE: Brian Jacobsen 51,087.07; Chris Lather 41,254.57; Sara Lorensberg 47,664.57; EARLY CHILDHOOD: Debra Jensen 46,429.57; Karlette Juhnke 50,052.07; Teresa Landmark 44,877.07; Wendi Lindner 36,970.92; Julie Nelson 49,017.07; SCHOOL PSYCHOLOGISTS: Melissa Gent 53,440.00; Maria Meyer 62,113.54; Angela Nelson 42,752.00; Anneke Nelson 62,800.00; Shelly Skogstad 56,560.00; PSYCHOLOGICAL EXAMINERS: Chantel Sprang 50,434,.60; Kris Street 48,781.60; PHYSICAL THERAPISTS: Nancy Crump 68,571.94; Kari Holden 66,419.14; Kristina Suttan 58,884.34; OCCUPATIONAL THERAPISTS: Stephanie Hayunga 46,680.00; Nicol Huyvaert 54,778.95; Jamie Wiesner 35,188.87; OCCUPATIONAL THERAPISTS ASSISTANTS: Kelsey Kringen 33,218.66; Sarah Whipkey 27,436.05; CENTER BASE PARA EDUCATORS: Sherri DeBaere 14.59/ hr; Anita Gisselbeck 14.59/hr; Lindsey Groon 13.65/ hr; Dawn Hink 14.91/hr; Shari Peckenpaugh 13.67/hr; Mackenzie Ries 13.77/hr Renae Singrey 14.27/hr; Joan Sween 13.77/hr; EXTENDED SCHOOL YEAR 2017: Christy Busskohl 41.73/hr; Linda Conrad 35.29/hr; Jen Deutsch 41.79/hr; Angel Dubro 32.26/hr; Skyler Fredrick 28.11/hr; Heather Hansen 35.65/hr; Steve Hargis 13.75/hr; Brian Jacobsen 36.00/hr; Deb Jensen 32.69/hr; Alysha Johnson 34.91/hr; Karlette Juhnke 35.26/hr; Emily Koenig 28.11/hr; Teresa Landmark 31.59/hr; Chris Lather 29.02/hr; Wendi Lindner 34.53/hr; Lois Lux 34.55/hr; Emily Martian 29.29/hr; Margo Mortland 35.97/hr; Julie Nelson 34.53/hr; Carrie Niles 35.38/hr; Marci Saathoff 35.34/hr; Traci Schoenfelder 13.40/hr; Renae Singrey 14.02/hr; Susan Sudtelgte 36.36/hr; Joan Sween 13.52/hr; Debra Tiefenthaler 43.58/hr; Christy VanHeerde 29.69/hr; Cynthia Warkenthien 13.40/hr; Melody Wenz 43.58/hr; Mary Wienbar 34.96/hr; Rita Wiese 35.26/hr

Appoint Business Manager as President Pro-Tem

Vice-President Homola appointed Business Manager Christensen as President Pro-Tem.

Adjourn meeting for Fiscal Year 2016-2017

Action #17106 With there being no further business to come before the Board of Directors for Fiscal Year 2016-2017, Motion by C. Knutson, second by T. Hlavacek to adjourn the final Board of Directors meeting for FY2016-2017 at 7:17 p.m. All present voting in favor, motion carried.

NESC Board of Directors

Annual Reorganization Meeting

The annual reorganization meeting for FY2017-2018 was called to order by President Pro-Tem Christensen at 7:17 p.m.

Election of Officers for FY 2017-2018

Office of the President

Action #18001 Motion by J. Homola, second by C. Knutson to nominate D. Koenecke for the office of President, cease nominations, and cast a unanimous ballot. All present voting in favor, motion carried.

Office of the Vice-President

Action #18002 Motion by T. Hlavacek, second by C. Akin to nominate J. Homola for the office of Vice-President, cease nominations, and cast a unanimous ballot. All present voting in favor, motion carried.

NESC 2017-2018 Budget Hearing

Vice-President Homola declared the budget hearing open at 7:21. Business Manager Christensen presented the budget, and Vice-President Homola declared the budget hearing closed at 7:44 p.m.

Adopt FY 2018 budget

Action #18003 Motion by D. Fuller, second by M. Murphy to adopt the FY2018 budget as presented. All present voting in favor, motion carried.

The changes to the published budget are as follows:

Appropriations:

General Fund:

Reading Recovery - \$46,289.99; ESA1 – \$219,335.56; Board of Education - \$12,360.74;

Special Education Fund:

Board of Education – \$70,044.22; Educational Specialist - \$137,115.68

Means of Finance:

General Fund:

Fund Balance Assigned to Subsequent Year Budget - \$18,000; Assessments - \$76,974.08; NPIP Revenue - \$35,000; ESA 1 Local - \$87,930.96

Special Education Fund:

Fund Balance assigned to subsequent year budget - \$215,000.00; Assessments - \$1,236,455.99; Educational Specialist - \$137,115.68

Consent Agenda

Action #18004 Motion by C. Akin, second by A. Schuurman to approve the following items on the consent agenda: 6a) Approval of July 2017 claims; 6b) Designate Official Depository-Reliabank, Hayti, SD; 6c) Authorize Chairman to be added to signature card; 6d) Designate Official Newspaper-Watertown Public Opinion; 6e) Designate Legal Counsel-Rodney Freeman; 6f) Designate Business Manager as official custodian of accounts; 6g) Adopt travel rates: 6g.i.) In state-\$0.42 per mile, \$6 breakfast, \$11 noon lunch, \$15 dinner, actual cost for lodging; 6g.ii.) Out of state --\$.42 per mile, \$10 breakfast, \$14 noon lunch, \$21 dinner; actual cost for lodging; 6h) Appoint Title IX and 504 Coordinator-Tim Frewing; 6i) Adopt NESC By-Laws; 6j) Appoint Director and Business Manager as Federal Program Agents; 6k) Designate purchasing agents-Jerry Aberle & Brice Christensen; 6l) Set Board of Director's pay for Special Committees-\$40 per meeting & \$0.42 per mile; 6m) Approve Unit 2 Negotiated Agreement; 6n) Approve contract amendments for Unit 2 Employee and Unit 1 employee – Maria Meyer. All present voting in favor, motion carried.

July 2017 Accounts Payable

General Fund: ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM TEST 436; APEX LEARNING APEX SEATS 13725; ASBSD BOARD - FY18 DUES 116.25; CEC ADMIN DUES AND FEES 53.25; CPI ANNUAL MEMBERSHIP FEE 150; EMC INSURANCE PROPERTY/LIABILITY INSURANCE 5709.6; HEINEMANN READING RECOVERY SUPPLIES 312.81; NESC PAYROLL CLEARING JULY 2017 PAYROLL 15789.24; NOLTE, KARI READING RECOVERY TRAVEL 1567.99; OHIO STATE UNIVERSITY, THE FY18 READING RECOVERY FEES 1240; OTTER TAIL POWER CO. O&M - ELECTRICITY 98.26; PAPER 101 COOPERATIVE PAPER PROJECT 64468.8; RELIABANK DEPOSIT BOX RENTAL 2.25; SASD ADMIN/FISCAL DUES AND FEES 187.2; SD FEDERAL PROPERTY AGENCY VEHICLES 46200; SFM FY18 WORK COMP 1836.45; SOFTWARE UNLIMITED SOFTWARE FEES 765; SW/WC SERVICE COOPERATIVE PURCHASING PROGRAM 1000;

Fund Total: \$153,658.10

Special Education Fund: ASBSD BOARD - FY18 DUES 658.75; ESY MILEAGE TO PARENT 55.44; BRITTON-HECLA SCHOOL DISTRICT ESY MILEAGE 130.2; CEC ADMIN DUES AND FEES 301.75; DEUTSCH, JENNIFER ESY MILEAGE 5.04; EMC INSURANCE PROPERTY/LIABILITY INSURANCE 32354.4; MARTIAN, EMILY ESY MILEAGE 181.44; MIDWEST SPECIAL INSTRUMENTS AUDIOMETER CALIBRATION 1522.4; NESC PAYROLL CLEARING JULY 2017 PAYROLL 264090.89; OTTER TAIL POWER CO. O&M - ELECTRICITY 556.81; RELIABANK DEPOSIT BOX RENTAL 12.75; SASD ADMIN/FISCAL DUES AND FEES 1060.8; SFM FY18 WORK COMP 10406.55; SOFTWARE UNLIMITED SOFTWARE FEES 4335; WENZ, MELODY ESY MILEAGE 26.04;

Fund Total: \$315,698.26

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Aberle gave his monthly report.

NESC Board Policy

Director Aberle reviewed new year board policy updates that will be up for approval in August. Full text showing changes can be found with the board materials on the NESC website.

NESC Board of Directors – District representatives for 2017-18

Every Board of Director is to fill out an information sheet that will be used by administration for the FY18 year.

Building Repairs and upkeep

Director Aberle reviewed things that will need to be updated and repaired with the NESC administration building at some point. Included was the roof, bathroom, air conditioning units, carpets, windows, and front entry lawn.

Action Items

Approve of NPIP (Northern Plains Insurance Pool) agreement

Action #18005 Motion by C. Knutson, second by C. Akin to approve the updated fiscal agent agreement between NESC and NPIP. All present voting in favor, motion carried.

Executive Session

No executive session was held.

Adjournment

Action #18006 With there being no further business, motion by C. Knutson, second by M. Murphy, 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, August 21, 2017 at 7:00 P.M.

Joe Homola, Vice-President

Brice Christensen, Business Manager

Vendor Name	Description	Amount
Checking Account: 1	Fund Number: 10 GENERAL FUND	
CENEX FLEETCARD	MAINT & GASOLINE	812.15
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	66.29
CHRISTENSEN, BRICE	FISCAL MILEAGE TO STAFF	5.42
DELYLE'S SOUTH 81 SERVICE, INC.	MAINT	432.85
DEWITT, SHAWN	T&L MILEAGE	86.52
DUST TEX SERVICE, INC.	O&M - RUG RENTAL	6.42
EMC INSURANCE	NEW VEHICLES	530.25
HAMLIN COUNTY FARMERS COOP	MAINT & GASOLINE	473.96
JOHNSON AUTOMOTIVE	MAINT	31.85
NESC IMPREST	REIMBURSE IMPREST	842.38
NESC PAYROLL CLEARING	AUGUST 2017 PAYROLL	15,702.36
NORTHLAND AUTO CENTER	MAINT	86.11
OTTER TAIL POWER CO.	O&M - ELECTRICITY	91.12
P/3 ELECTRIC	AC UNIT WIRING	104.81
QDOBA MEXICAN GRILL	INSERVICE MEAL	104.25
REPORTER AND FARMER	WANT AD	5.63
SANFORD HEALTH PLAN	JULY HSA ADMIN FEES	1.50
SCOTTING HEATING & COOLING	AC UNIT INSTALL/MAINTENANCE	425.04
SD DEPT. OF REVENUE	VEHICLES - PLATES/REGISTRATION	84.80
SD FEDERAL PROPERTY AGENCY	NEW VEHICLES	23,200.00
SD TEACHER PLACEMENT CENTER	TEACHER PLACEMENT MEMBERSHIP	63.00
TOWN OF HAYTI	O&M - WATER & SEWER	5.72
UNIVERSITY OF SOUTH DAKOTA	READING RECOVERY DUES AND FEES	650.00
W.W. TIRE SERVICE	MAINT	19.72
Fund Number: 10		43,832.15
Checking Account: 1	Fund Number: 22 SPECIAL EDUCATION FUND	
	ESY MILEAGE TO PARENT	73.92
BRITTON-HECLA SCHOOL DISTRICT	SLP MILEAGE TO SCHOOL	10.05
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	31.03
CHRISTENSEN, BRICE	FISCAL MILEAGE TO STAFF	30.70
DEUTSCH, JENNIFER	ESY MILEAGE	5.04
DUST TEX SERVICE, INC.	O&M - RUG RENTAL	33.44
EMC INSURANCE	NEW VEHICLES	3,004.75
GENT, MELISSA	PSYCH NASP DUES	210.00

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ACCOUNTS PAYABLE AUGUST 2017

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Vendor Name	Description	Amount
NASP	PSYCH - NASP DUES	840.00
NESC IMPREST	REIMBURSE IMPREST	836.40
NESC PAYROLL CLEARING	AUGUST 2017 PAYROLL	260,999.51
OTTER TAIL POWER CO.	O&M - ELECTRICITY	474.87
P/3 ELECTRIC	AC UNIT WIRING	593.89
QDOBA MEXICAN GRILL	INSERVICE MEAL	590.75
REPORTER AND FARMER	WANT AD	31.87
SANFORD HEALTH PLAN	JULY HSA ADMIN FEES	8.50
SCHOLASTIC MAGAZINES	CB SUPPLIES	277.31
SCOTTING HEATING & COOLING	AC UNIT INSTALL/MAINTENANCE	2,214.94
SD TEACHER PLACEMENT CENTER	TEACHER PLACEMENT MEMBERSHIP	357.00
TOWN OF HAYTI	O&M - WATER & SEWER	29.78
Fund Number: 22		270,653.75
Checking Account: 1		314,485.90

ACCOUNTS PAYABLE AUGUST 2017 - BMO

Vendor Name	Description	Amount
Checking Account: 1	Fund Number: 10 GENERAL FUND	
AMAZON	MISC. SUPPLIES	14.85
AMERICAN AIRLINES	T&L TRAVEL - BAGGAGE FEE	25.00
CDW GOVERNMENT INC.	TECH SUPPLIES	54.63
DAYS INN	FISCAL TRAVEL	11.25
INNOVATIVE OFFICE SOLUTIONS	MISC. SUPPLIES	4.58
MARRIOTT	T&L TRAVEL	1,029.92
SIOUX FALLS AIRPORT	T&L TRAVEL - PARKING	34.00
SQUARE - TAXI	T&L TRAVEL - TAXI	24.00
US POSTAL SERVICE	BOARD - POSTAGE	0.92
Fund Number: 10		1,199.15
Checking Account: 1	Fund Number: 22 SPECIAL EDUCATION FUND	
AMAZON	MISC. SUPPLIES	1,251.30
AMMERICINN	ED SPEC TRAVEL	514.99
CDW GOVERNMENT INC.	TECH SUPPLIES	309.57
DAYS INN	FISCAL TRAVEL	63.75
HOUGHTON MIFFLIN CO.	PSYCH SUPPLIES	569.91
INNOVATIVE OFFICE SOLUTIONS	MISC. SUPPLIES	288.50
NCS PEARSON, INC.	PSYCH/OT/PT/SLP SUPPLIES	3,616.86
PRO-ED	PSYCH/OT/PT SUPPLIES	1,347.50
SUPER DUPER INC.	SPEECH SUPPLIES	99.90
THERAPRO, INC.	OT SUPPLIES	49.41
US POSTAL SERVICE	BOARD - POSTAGE	5.18
VITAL SOUNDS	OT SUPPLIES	168.13
WESTERN PSYCHOLOGICAL SERVICES	PSYCH/OT SUPPLIES	352.00
Fund Number: 22		8,637.00
Checking Account: 1		9,836.15

2017 - SURPLUS NESC VEHICLES				Odometer
2001	Dodge Stratus - Maroon	1B3EJ46X31N654592	S4499	149199
2000	Dodge Stratus - White	1B3EJ46CXYN227238	S5937	172183
1998	Ford Taurus Wagon-red	1FAFP57U2WA232636	S6276	230038
2000	Chevy Malibu-White	1G1ND52J8Y6304238	S6625	155676
2003	Ford Taurus - Silver	1FAFP53253G208070	S7081	173187
2004	Chevy Classic - Blue	1G1ND52F24M656376	S7107	185705
2004	Dodge Stratus-Burgandy	1B3EL36X04N152101	S7109	144251
2005	Ford Taurus - Silver	1FAFP53285A288468	S7853	181032

CONFLICT DISCLOSURE AND AUTHORIZATION

This policy ~~prohibits~~ **requires** ~~NESC board members, the business manager, or administrators~~ **Cooperative Officials to disclose** ~~from having an interests in, or receiving direct benefits from, a any~~ **Cooperative** contract, when ~~the cooperative is a party to the contract or has a separate contract related to it,~~ the amount of interest or benefit is more than \$5,000 within a 12 month period. **Additionally, such direct benefits are prohibited** unless the board ~~grants~~ **authorizes** a waiver. ~~Disclosure requirements apply to public contracts for labor or services to be rendered, the purchase of commodities, materials, supplies, or equipment of any kind, and any kind of contract related to facilities.~~

DEFINITIONS:

1. "Cooperative Official" refers to a cooperative board member, business manager, director, or other person with the authority to enter into a contract or spend money in an amount greater than \$5,000.
2. "Interest in a contract" is when a Cooperative Official, the spouse of a Cooperative Official, or any other person with whom the Cooperative Official lives and commingles assets
 - a. is employed by a party of any contract with the cooperative; or
 - b. receives more than nominal compensation or reimbursement for actual expenses for serving on the board of directors of an entity that derives income or commission directly from the contract or acquires property under the contract.
3. "Direct benefit from a contract" is when a Cooperative Official, the spouse of a Cooperative Official or any other person with whom the Cooperative Official lives and commingles assets
 - a. is a party to or intended beneficiary of the contract between the cooperative and a third party;
 - b. has more than a five percent ownership interest in an entity that is a party of the Cooperative contract;
 - c. acquires property under the contract with the Cooperative; or
 - d. receives compensation, commission, promotion, or other monetary benefit directly from the contract.

EXCEPTIONS:

If any of the following apply, disclosure (and authorization, if a direct benefit) is not required:

1. when the person's relationship to the contract is based solely on the value associated with the person's publicly-traded investments or holdings;
2. when the person's relationship to the contract is due to participating in a vote or a decision in which the person's only interest arises from an act of general application;
3. when the person does not receive compensation or a promotion directly attributable to the contract and is not employed in an area related to the contract;
4. when the contract is for the sale of goods or services, or for maintenance or repair services, in the regular course of business at or below a price offered to all customers;
5. when the contract is subject to a public bidding process;

6. when the contract is with the official depository as set forth in SDCL 6-1-3;
7. when the person only receives nominal income or compensation, a per diem authorized by law, or reimbursement for actual expenses incurred; or
8. when the contract or multiple contracts with the same party within a twelve-month period with whom the cooperative contracts in an amount less than five thousand dollars.

DISCLOSURE REQUIREMENT:

~~Disclosure is required by the board member, the business manager or an administrator in each of the following situations:~~ Cooperative Officials must disclose any interests and direct benefits received from contracts. However, waivers are only required for authorizing direct benefits. (Mere interests in a contract do not require board authorization.)

Conflicts of interest which extend into consecutive fiscal years must also be disclosed at the annual reorganization meeting.

All conflict of interest disclosures must be documented in the official board minutes.

- ~~1. when the board member, business manager or administrator has an interest in a contract or receives a direct benefit from a contract.~~
- ~~2. if the spouse of the board member, business manager or administrator has an interest in a contract or receives a direct benefit from a contract.~~
- ~~3. if another person with whom the board member, business manager or administrator lives with and commingles assets has an interest in a contract or receives a direct benefit from a contract.~~

DIRECT BENEFIT DEFINED:

~~A board member, business manager or administrator or their spouse or other person with whom assets are commingled, derives a direct benefit from a contract:~~

- ~~1. if the person has more than a five percent ownership or other interest in an entity that is a party to the contract. However, a person does not derive a direct benefit from a contract based solely on the value associated with investments or holdings.~~
- ~~2. if the person derives income, compensation, or commission directly from the contract or from the entity that is a party to the contract;~~
- ~~3. if the person acquires property under the contract; or~~
- ~~4. if the person serves on the board of directors of an entity that derives income directly from the contract or acquires property under it.~~

~~If in doubt whether an actual conflict exists, this policy also requires disclosure of possible or potential conflicts.~~

INTERACTION WITH OTHER LAWS OR REGULATIONS:

~~If other specific conflict of interest laws or administrative regulations relating to board members, administrators and the business manager apply in addition to SDCL Ch. 3-23 and this policy, the more restrictive conflict of interest law shall apply. Any board member, administrator or business manager who knowingly violates SDCL Ch. 3-23 commits a criminal offense (class 1 misdemeanor). Any board member~~

~~who knowingly violates the provisions of this policy is subject to being removed as a board member. Any administrator or business manager who knowingly violates the provisions of this policy is subject to his or her employment relationship with the Cooperative being terminated. Unless the board has granted a waiver, the contract in which the board member, administrator or business manager has an interest or receives a direct benefit is voidable by the board and any benefit received by the board member, administrator or business manager is subject to forfeiture.~~

BASIS FOR A WAIVER:

A waiver may be granted by the board to authorize ~~board member, administrator or business manager~~ **Cooperative Officials** to receive a direct benefit from the Cooperative's contract with a person or entity (public, private, for-profit, non-profit) if the following conditions are met:

1. That person provides a full written disclosure to the board. **Written disclosure must include the following information.**
 - a. all parties to the contract
 - b. the Cooperative Official's role in the contract
 - c. the purpose or objective of the contract
 - d. the consideration or benefit agreed to be conferred upon each party
 - e. the duration of the contract
- ~~2. The board reviews the essential terms of the contract or transaction and that person's role in the contract or transaction;~~
2. **To the extent that circumstances allow, disclosure must be given prior to entering into any contract that requires a waiver. If circumstances do not permit disclosure prior to entering into the contract, then the details must be disclosed within forty-five days after entering into it. If the contract extends into consecutive fiscal years, then disclosure shall also be made at the annual board meeting.**
3. The board determines that the transaction and terms of the contract are fair and reasonable and not contrary to the public interest.; ~~and~~
- ~~4. the authorization of the board is in writing and filed with the Auditor-General.~~

The public records laws (SDCL Ch. 1-27) apply to all requests for a waiver.

~~APPLYING FOR A WAIVER:~~

- ~~1. If the potential for a conflict exists, the board member, administrator or business manager having the potential conflict of interest must submit the Request for Board Waiver form.~~
- ~~2. The request should be submitted to the board before entering into a conflicted contract or transaction.~~
- ~~3. Disclosures and requests for a waiver must be submitted to the President/Chairperson of the Board, the Director, or the Business Manager.~~
- ~~4. The person applying for the waiver must describe the relationship to the contract in question and why the applicant believes the contract may be subject to disclosure, including how that person, his/her spouse or anyone with whom he/she lives and commingles assets might benefit from the contract. Examples of persons other than a spouse might include a girlfriend, boyfriend, roommate, or an adult child.~~

- ~~5. The person requesting the waiver must identify and describe the essential terms of the contract:
(a) all parties to the contract,
(b) the person's role in the contract or transaction,
(c) the purpose(s)/objective(s) of the contract,
(d) the consideration or benefit conferred or agreed to be conferred upon each party,
(e) the length of time of the contract,
(f) any other relevant information.~~
- ~~6. The person requesting the waiver should briefly describe why he/she believes a waiver would not be contrary to the public interest (i.e., the contract was part of a competitive bidding process, there are other school district people involved in the decision-making process to enter into the contract, or the terms of the contract are consistent with other, similar contracts.~~
- ~~7. The Cooperative Attorney may answer general questions about the applicability of SDCL Ch. 3-23 or about the other laws that address conflict of interest. However, the Cooperative attorney represents the Cooperative and the board, and not board members, administrators, or the business manager, in their individual capacities. Board members, administrators, and the business manager should contact a private attorney if they have questions as to how SDCL Ch. 3-23 and this policy apply.~~

BOARD ACTION ON A REQUEST FOR WAIVER:

1. The Cooperative will have an agenda item at the beginning of the **each** board meeting agenda when the board will address **conflict of interest** disclosures and requests for a waiver.
2. Disclosures and requests for a waiver submitted before the conflict of interest agenda item is acted on will receive action during the scheduled meeting.
3. Disclosures and requests received after the conflict of interest agenda item has been acted on will be deferred to the next scheduled meeting.
4. If the board believes the request form information is incomplete, the board must ask the person requesting the waiver for additional information. The board may receive the needed information from the requesting party at the board meeting when the waiver request is being addressed.
5. When considering a waiver request, the school should be able to determine the requesting party's relationship to the contract, the requesting party's relationship to the outside contracting party, whether the contract terms are reasonable and in the public interest, and any other factors the board believes will help establish the relevant facts and circumstances surrounding the contract (s) and the request for waiver.
6. At the meeting when the waiver request will be considered by the board, the ~~board member, administrator or business manager~~ **Cooperative Official** submitting the waiver request should be present and prepared to answer questions from the board.
7. The request and the Board's determination must be included in the minutes of the meeting.
8. If the authorization is granted, a written authorization shall be prepared following the meeting and signed by the President/Chair of the Board or other authorized Board Member, and filed with the Auditor General.

MISCELLANEOUS:

1. Knowingly violating the conflict of interest laws set forth in SDCL 3-23 is a criminal act. Cooperative Officials who do so will be removed from office or employment and are disqualified from holding any public office, elective or appointive. Additionally, any contract made in violation of this policy may be voided by the board of directors, and any benefits gained thereby are subject to forfeiture.
2. The cooperative attorney may answer general questions about the applicability of SDCL Ch. 3-23 or about the other laws that address conflicts of interest. However, the cooperative attorney represents the cooperative and its board of directors, not Cooperative Officials in their individual capacities. Cooperative Officials should consult with their private attorneys if they have specific questions as to how conflict of interest laws and this policy apply to their individual interests and contracts.

~~REQUEST FOR BOARD WAIVER~~ CONFLICT OF INTEREST DISCLOSURE

Date: _____

Name of the ~~board member, administrator or business manager~~ Cooperative Official requesting
submitting the waiver disclosure:

~~Brief explanation of the potential conflict of interest:~~

This disclosure is for the purpose of notifying the board of directors about:

- ☐ an interest in a contract
- ☐ a direct benefit from a contract (requires board action)

~~Brief explanation of the essential terms of the contract(s) or transaction(s) from which a potential conflict of interest may arise, including:~~ Identify the following:

- (1) all parties to the contract
- (2) the person's role in the contract or transaction
- (3) the purpose(s)/objective(s) of the contract
- (4) the consideration or benefit conferred or agreed to be conferred upon each party
- (5) the length of time of the contract
- (6) any other relevant information

If this disclosure relates to the Cooperative Official deriving a direct benefit from a contract, ~~Brief explanation of~~ explain how or why the transaction or the terms of the contract are fair, reasonable, and not contrary to the public interest such that a waiver authorization should be granted by the board.

Signature of ~~Person Requesting Waiver~~ Cooperative Official:

THIS IS A PUBLIC DOCUMENT

WAIVER AUTHORIZATION PURSUANT TO SDCL 3-23-3

A ~~written request for waiver of conflict~~ of interest disclosure of a direct benefit, dated _____

was received from _____.

This request was ~~acted upon~~ considered by the members of the Northeast Educational Services
Cooperative Board of Directors during a meeting held on
_____.

___ The request for ~~waiver~~ authorization was denied because the terms of the contract were not
considered fair and reasonable, or contrary to the public interest.

___ The request for waiver was authorized because the terms of the contract are fair and
reasonable, and not contrary to the public interest such that a waiver should be granted.

~~___ The request was deferred pending additional information.~~

___ The request for waiver was authorized because the terms of the contract are fair and
reasonable, and not contrary to the public interest such that a waiver should be granted, subject
to the following conditions:

Signature of Board President/Chairperson or Authorized Member

Printed Name: _____

Date: _____

Date Mailed to Auditor General: _____

STAFF CONFLICT OF INTEREST

Employees of the Cooperative will not engage, directly or indirectly, in any activity that conflicts (or raises a reasonable question of conflict) with their duties and responsibilities performed for the Cooperative.

Employees will not engage in work of any type where information concerning customer, client, or employer originates from any information available to them through Cooperative sources.

Employees will not sell textbooks, instructional supplies, equipment, reference books, or any other educationally related products to the schools in the Cooperative.

In order that there is no conflict of interest in the supervision and evaluation of employees, at no time may any administrator be responsible for the supervision and/or evaluation of an employee who is the spouse, ~~of the administrator or the parent or step-parent, child or step-child, grandparent or grandchild, aunt, uncle, cousin, niece or nephew of the employee~~ **that administrator.**

Employees must disclose actual or potential conflicts to the Director as soon as they become aware of them. Failure to make required disclosures or resolve conflicts of interest satisfactorily can result in discipline up to and including termination of employment.

**JOB DESCRIPTION FOR
EARLY CHILDHOOD SPECIAL EDUCATION TEACHER (ECSE)**

I. Background Information

Early identification can lead to early intervention, which is associated with better outcomes for children with disabilities. With that goal in mind, early childhood special education (ECSE) teachers conduct special education activities pursuant to the Individuals with Disabilities Education Act (IDEA) for children ranging from infancy until enrollment in kindergarten. One critical function is serving as a Child Find contact on behalf of school districts. Another important role is working with families in a preventative capacity, teaching parents and caregivers the strategies and skills that would be effective in promoting developmental wellness. For the children who are eligible for special education, ECSE teachers design and deliver specialized instruction and serve as case managers, creating special education records and coordinating with other professionals.

This position is a regular, nine-month teaching contract with ~~additional paid~~ **extra** work **paid additionally** ~~allowed~~ throughout the summer to complete Child Find, Birth to 3, and Extended School Year (ESY) duties.

II. Professional Responsibilities

- A. Conduct developmental screenings.
- B. Serve as a Child Find contact on behalf of member school districts, documenting new referrals, communicating with the LEA, and responding on the LEA's behalf appropriately. Coordinate evaluations with other professionals (including outside agencies if applicable).
- C. Administer developmental, achievement, and skill-based evaluations and generate the related reports.
- D. Guide eligibility decisions and prepare the eligibility determination documents for the children served.
- E. Write Individualized Education Programs (IEPs) and **the** associated ~~special education~~ paperwork for children eligible for special education, **based on individual needs**.
- F. Contribute to the development of Individual Family Service Plans (IFSPs).
- G. Provide ~~experiences~~ **therapy** to stimulate growth in developmental areas (cognitive ~~development~~, physical ~~development~~, communication ~~development~~, social or emotional ~~development~~, and adaptive ~~development~~ **behavior**) ~~based on the individual needs of the child~~, **linking instructional activities to program goals**.
- H. Deliver special education services in the least restrictive environment to the maximum extent appropriate.**
- ~~H. I.~~ **I. Model, teach, and counsel parents **regarding** how to increase the child's independence and developmental wellness.**
- ~~I. J.~~ **J. Maintain special education records in accordance with State requirements and ~~also~~ the practices of member school districts.**
- ~~J. K.~~ **K. Create and update a schedule of services, keeping the stakeholders notified.**
- ~~K. L.~~ **L. **Prepare information for Indicators 11 and 12 for one's own caseload.** Submit information for Indicator 7 ~~and Indicator 12~~ on behalf of member school districts.**
- ~~L. M.~~ **M. Transmit calendars, schedules, caseloads, ESY data, Medicaid logs, vehicle mileage logs, evaluation data, **indicators**, and inventory reports when requested.**
- ~~M. N.~~ **N. Perform other, reasonably-related duties as assigned.**

III. Qualifications

- A. Education
ECSE teachers should hold a bachelor's or master's degree in education or a related field from an accredited college or university.
- B. Certification
ECSE teachers are fully certified for this position when they hold a South Dakota teacher's certificate with an endorsement allowing special education of children in the preschool ages.
- C. Experience
Successful experience as a special education teacher working with preschool children is preferred but not required.

NORTHEAST EDUCATIONAL SERVICES COOPERATIVE

JOB DESCRIPTION FOR

SPEECH-LANGUAGE PATHOLOGIST

I. Background Information

Speech-language pathologists (SLPs) work to prevent, assess, diagnose, and treat speech, language, social communication, cognitive-communication, and swallowing disorders in children and adults. Additionally they provide aural rehabilitation for individuals who are deaf or hard of hearing and implement augmentative and alternative communication (AAC) systems for individuals with severe disorders.

The responsibilities of educationally-based SLPs have been influenced by special education law – the key provision for their funding. Therefore school-based SLPs must focus on remediating a student's impairment only to the point that it no longer interferes with educational performance.

This position is a regular, nine-month teaching contract with ~~additional paid~~ extra work allowed paid ~~additionally~~ throughout the summer to complete Child Find, Birth to 3, and Extended School Year (ESY) duties.

II. Professional Responsibilities

- A. Conduct universal hearing screenings.
- B. Participate in developmental screenings.
- C. Serve as a Child Find contact on behalf of member school districts, documenting new referrals, communicating with the LEA, and responding on the LEA's behalf appropriately.
- D. Administer ~~comprehensive~~ professional evaluations and generate the related reports.
- E. Guide eligibility decisions and help prepare the eligibility determination document when the category of disability in question is Speech-Language Impairment (550), Deafness (545), or Hearing Loss (515).
- F. Diagnose and remediate impairments in speech-language areas (articulation, language, voice, and fluency) ~~based on the individual needs of the child,~~ linking instructional activities to program goals.
- G. Deliver special education services in the least restrictive environment to the maximum extent appropriate.
- ~~G.~~ H. Model, teach, and counsel parents and teachers regarding how to promote growth in communication and independence for the child.
- ~~H.~~ I. Write Individualized Education Programs (IEPs) and the associated ~~special education~~ paperwork for children eligible for special education, based on individual needs.
- ~~I.~~ J. Contribute to the development of Individual Family Service Plans (IFSPs).
- ~~J.~~ K. Maintain special education records in accordance with State requirements and ~~also~~ the practices of member school districts.
- ~~K.~~ L. Create and update a schedule of services, keeping the stakeholders notified.
- M. Prepare information for Indicator 11 and 12 for one's own caseload.
- ~~L.~~ N. Transmit calendars, schedules, caseloads, Medicaid logs, vehicle mileage logs, evaluation data, indicators, and inventory reports when requested.
- ~~M.~~ O. Supervise speech-language pathology assistants.
- ~~N.~~ P. Perform other, reasonably-related duties as assigned.

III. Qualifications

A. Education

SLPs who held a speech-language pathologist certificate from the South Dakota Department of Education as of July 1, 2012 must have at least a bachelor's degree in speech pathology from an accredited college or university. Otherwise SLPs must hold a master's or a doctoral degree from an institution accredited by the accrediting agency of ASHA and approved by the United States Department of Education.

B. Certification

SLPs must be licensed to practice speech-language pathology by the South Dakota Board of Examiners for Speech-Language Pathology.

C. Experience

Successful experience as a speech-language pathologist is preferred but not required.

NORTHEAST EDUCATIONAL SERVICES COOPERATIVE

JOB DESCRIPTION FOR

SPEECH-LANGUAGE PATHOLOGY ASSISTANT

I. Background Information

Some interventions used to treat individuals with communication and related disorders can be performed successfully by someone other than a speech-language pathologist (SLP) if the person conducting that task has been properly trained and supervised by a speech-language pathologist. In particular the more repetitive, mechanical, and routine clinical duties are well-suited to delegation.

Speech-language pathology assistants (SLPAs) assist in the provision of speech-language pathology services that are designed and monitored by a supervising SLP. Additionally SLPAs may support in other duties such as screening, scheduling, checks and maintenance of equipment, and recordkeeping.

This position is a regular, nine-month contract with ~~additional paid~~ **extra** work ~~allowed~~ **paid additionally** throughout the summer to complete Birth to 3 and Extended School Year (ESY) duties.

II. Professional Responsibilities

- A. Deliver speech-language pathology interventions, following documented treatment protocols established by the supervising SLP **and linking instructional activities to program goals.**
- B. Communicate student progress and potential issues to supervising SLP.
- C. Conduct universal hearing screenings without clinical interpretation.
- D. Participate in developmental screenings without clinical interpretation.
- E. Model, teaching, and counsel parents and teachers **regarding** how to promote growth in communication and independence for the child.
- F. Maintain special education records in accordance with State requirements and ~~also~~ the practices of member school districts.
- G. Create and update a schedule of services, keeping the stakeholders notified.
- H. Transmit calendars, schedules, caseloads, Medicaid logs, vehicle mileage logs, evaluation data, and inventory reports when requested.
- I. Perform other, reasonably-related duties as assigned.

III. Qualifications

A. Education

SLPAs must hold an associate's degree in speech-language pathology assistance or a bachelor's degree in speech-language pathology or communication disorders from an accredited academic institution.

B. Certification

SLPAs must be licensed as a speech-language pathology assistant by the South Dakota Board of Examiners for Speech-Language Pathology.

C. Experience

Successful experience as a speech-language pathologist assistant is preferred but not required.

NORTHEAST EDUCATIONAL SERVICES COOPERATIVE

JOB DESCRIPTION FOR

CENTER-BASE CLASSROOM TEACHER

I. Background Information

The educational needs of some children with disabilities are so specialized that they cannot receive an appropriate education in the regular classroom environment. Center-base classrooms are instructional locations designated for students in need of more extensive support. (Typically they are comprised of children with developmental disabilities.) Center-base teachers design programs to meet those needs, including life skills and social skills, finding opportunities to integrate students back into the regular classroom and community.

This position is a ~~175-day~~ **regular, nine-month** teaching contract, with ~~additional paid~~ **extra work allowed** ~~paid additionally~~ throughout the summer to complete extended school year (ESY) duties.

II. Professional Responsibilities

- A. Serve as a special education case manager for students assigned to the center-base program, coordinating evaluations, special education services, and quarterly progress reports with other professionals (such as related service providers or district personnel).
- B. Administer diagnostic evaluations, including skill-based assessment and transition assessment, and generate the related reports.
- C. Write Individualized Education Programs (IEPs) and the related ~~special education~~ paperwork for children in the center-base program, **based on individual needs**.
- D. ~~Design and deliver~~ **Design and deliver** specialized instruction **designed** to meet the individual needs of students assigned to the center-base program, **linking instructional activities to program goals**.
- ~~E. Deliver special education services in the least restrictive environment to the maximum extent appropriate.~~
- ~~E. F.~~ **E.** Maintain special education records in accordance with State requirements and ~~also~~ the practices of member school districts.
- ~~F. G.~~ **F.** Identify and pursue opportunities for center-base students to be integrated back into the classroom or community, including Project Skills placements (if appropriate).
- ~~G. H.~~ **G.** Promote good behavior by students in the school and community.
- ~~H. I.~~ **H.** Transport center-base students between home and the school or community site.
- ~~I. J.~~ **I.** Train and supervise center-base paraprofessionals, utilizing them to assist in the provision of special education for center-base students.
- ~~J. K.~~ **J.** Teach and counsel parents ~~about~~ **regarding** how to increase their child's independence and developmental wellness.
- ~~K. L.~~ **K.** Transmit calendars, schedules, caseloads, ESY data, vehicle mileage logs, evaluation data, and inventory reports when requested.
- ~~L. M.~~ **L.** Perform other, reasonably-related duties as assigned.

III. Qualifications

- A. Education
Center-base instructors should hold a bachelor's or a master's degree in special education from an accredited college or university.
- B. Certification
Center-base instructors are fully certified for this position when they hold a South Dakota teacher's certificate with an endorsement allowing special education of children in the ages of the center-base program.
- C. Experience
Successful experience as a special education teacher is preferred but not required.

NORTHEAST EDUCATIONAL SERVICES COOPERATIVE

JOB DESCRIPTION FOR

ESA EDUCATION TEACHING AND LEARNING SPECIALIST

I. Background Information

~~Education~~ **Teaching and Learning** Specialists provide a variety of leadership, coaching, technical assistance and professional development services. This position is accountable to the director.

II. Professional Responsibilities

- A. Provide and participate in professional development
- B. Establish a clear understanding of the learning outcomes
- C. Complete assignments working independently or in assigned teams
- D. Communicate with school district personnel and other representatives
- E. Submit evaluation and other reports to stakeholders as required by assignment
- F. Maintain an accurate calendar and accounting of work days
- G. Work with director and department of education in planning, implementation and evaluation of ~~ESA~~ programs
- H. Contribute to the development of short and long term goals for the organization
- I. Perform other such duties as may be delegated by the Director.

III. Qualifications

- A. Master's degree or equivalent experience
- B. A valid South Dakota teacher's certificate
- C. Successful experience as a classroom instructor
- D. Knowledge of principles and practices related to adult learning
- E. Strong and polished interpersonal, written and oral communication skills
- F. Creative, strategic and analytical thinker with the ability to manage multiple projects
- G. Highly organized and able to work well with others
- H. Knowledge of Microsoft Office, standard computer applications, and variety of applications (i.e. Google Drive, wikis and blogs)
- I. Familiarity with the SD Department of Education regulations and processes
- J. Flexibility and the ability to assume a variety of roles on short notice

ARTICLE I

Criminal Background Investigation

SDCL 13-10-12 provides the legal authority and requirement for the Cooperative to conduct criminal background investigations.

New employees, contracted providers, ~~volunteers~~, and individuals who are completing a field experience are subject to a criminal background investigation from the Federal Bureau of Investigation (FBI) and the South Dakota Department of Criminal Investigation (SDDCI). Criminal background investigations from both the FBI and SDDCI will be treated the same under this policy.

A. Disqualifications

Individuals will not be allowed to work or to complete field experiences with any of the following convictions in their criminal history:

- a crime of violence as defined in subdivision SDCL 22-1-2(9), (murder, manslaughter, rape, aggravated assault, riot, robbery, burglary in the first degree, arson, kidnapping, felony sexual contact, felony child abuse, or any other felony in the commission of which the perpetrator used force, or was armed with a dangerous weapon, or used any explosive or destructive device).
- a sex offense as defined in SDCL 22-24B-1, (including but are not limited to rape, felony sexual contact with a minor under sixteen, sexual contact with a person incapable of consenting, possessing, manufacturing, or distributing child pornography, and sexual exploitation of a minor)
- or distribution or trafficking in marijuana, narcotics, or any controlled substance.

Additionally, the conviction of any crime of moral turpitude as defined by SDCL 22-1-2(25) or any other criminal conviction may be treated as a disqualifying record.

B. Appealing a Disqualification

If a person is disqualified from work or a field experience due to the results of criminal background history, the Cooperative shall inform that person about the disqualification.

Once someone has been notified of a disqualification, that person will have five calendar days to inform NESC Administration of the intent to appeal it. After five calendar days, if NESC Administration has not received notice of intent to appeal, no work or field experience will be approved.

If NESC Administration is notified within five calendar days of the intent to appeal or correct that person has an additional 90 calendar days to rectify any discrepancies on their criminal history. After 90 calendar days, if the disqualification has not been resolved, the work or field experience will not be approved.

If the criminal background report has been amended within 90 calendar days, a new criminal background check will be conducted for verification.

Only one appeal period of 90 calendar days will be allowed.

Individuals may visit the FBI's [portal for Identity History Summary Checks](https://www.fbi.gov/services/cjis/identity-history-summary-checks) for further information on how to amend criminal history records.

The website is <https://www.fbi.gov/services/cjis/identity-history-summary-checks>.

C. Records

NESC personnel with access to criminal history record information (CHRI) shall receive training by SDDCI on the rules and responsibilities for the confidentiality, receipt, use, and dissemination of the CHRI.

Records will be maintained in the Director's office in a locked filing cabinet. Individual CHRI shall be shredded by the Director when the person affected is no longer affiliated with NESC.

Sharing records between educational agencies will be allowed. NESC will request CHRI from another educational agency if the CHRI is no older than five years, written consent is received, and the individual is actively employed by another educational agency.

If NESC receives a request for CHRI from another educational agency, NESC Administration will ask for written authorization, transmit only by mail, and document it in a CHRI log.

Personal CHRI will not be provided to individuals. Individuals wishing to review their own CHRI must request it directly from the FBI.

D. Miscellaneous

The Cooperative Director is the Local Agency Security Officer (LASO). The Cooperative Director also serves as the liaison with SDDCI and is responsible for contacting SDDCI if there has been misuse of CHRI.

At its discretion, NESC Administration may ask for additional criminal background investigations.

Criminal background investigations and associated costs will be paid by the individual subjected to the investigation. Employees who are not disqualified by their CHRI will be reimbursed for the criminal background investigation and associated costs.

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE
BOARD OF DIRECTORS MEETING
Monday, August 21, 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 July 2017 financial report
6. Consent Agenda

- a. Approval of July 17, 2017 meeting minutes

BOARD ACTION: _____

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

BOARD ACTION: _____

- c. Approval of contract amendment, Julie Nelson--early childhood teacher, MA to MA + 15;
\$50,017.17

BOARD ACTION: _____

- d. Approval of contract amendment, Melody Wenz—SLP; \$61,754.02

BOARD ACTION: _____

- e. Approval of contract, Abbie Carlson—paraprofessional, Webster Center Base; \$13.40 per
hour

BOARD ACTION: _____

- f. _____

BOARD ACTION: _____

9. _____
BOARD ACTION: _____

7. Discussion Items

a. Assistant Director's report

BOARD ACTION: _____

b. Director's report

BOARD ACTION: _____

c. NESC Board policies

BOARD ACTION: _____

d. NESC Board In-service

BOARD ACTION: _____

e. Chairperson appointment of steering/negotiations committee members

BOARD ACTION: _____

f. _____

BOARD ACTION: _____

8. Action Items

a. Approval of revised NESC Board policies

BOARD ACTION: _____

- b. Approval of 8 vehicles as surplus property

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.
- b.