

Debbe Koenecke
PRESIDENT
BOARD OF DIRECTORS

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

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

Tiffany Stormo
BUSINESS MANAGER
Tiffany.Stormo@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

November 16, 2018

Dear NESC Board Members:

Our November board meeting will be held on Monday, November 20, 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

November 16, 2017

Hello NESC Board of Directors

Meeting Location:

Our November meeting will be held Monday, November 20, 2017 in

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

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

NESC BOARD OF DIRECTORS' MEETING

Proposed Agenda

Date: November 20, 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 October 2017 financial report
6. Consent Agenda
 - a. Approval of October 16, 2017 meeting minutes
 - b. Approval of payment of November 2017 budget claims
 - c. Approval of Business Manager Contract; Tiffany Stormo, \$29,488.65; 170 days (through June 30, 2018)
 - d.
 - e.
7. Discussion Items
 - a. Audit Report for FY 2017—William Neale & Co, P.C.
 - b. November 1, 2017 Advisory Board meeting minutes
 - c. Assistant Director Report
 - d. Director Report
 - e. Signature cards
 - f.
8. Action Items
 - a. Approve FY 2017 Audit Report
 - b. Authorize signature cards to be updated
 - c.
9. Executive Session (If needed)
 - a.
 - b.
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. Conflict of Interest**
- 5. Approval of October 2017 financial report**
- 6. Consent Agenda**
 - a. Approval of October 16, 2017 meeting minutes.** Please review enclosed minutes.
 - b. Approval of payment of November 2017 budget claims.** Please review the enclosed budget claims.
 - c. Approval of Business Manager Contract; Tiffany Stormo, \$29,488.65; 170 days (through June 30, 2018).** Tiffany will begin Business Manager duties November 6, 2017.
 - d.**
 - e.**
- 7. Discussion Items**
 - a. Audit Report for FY 2017—William Neale & Co, P. C.** A representative from our auditor's firm will be presenting the FY 2017 audit report.
 - b. November 1, 2017 Advisory Board meeting minutes.** Please review enclosed minutes.
 - c. Assistant Director Report.**
 - d. Director Report.**
 - e. Signature cards.** With the employment of a new business manager, signature cards will need to be updated.
 - f.**
- 8. Action Items**
 - a. Approve FY 2017 Audit Report.**
 - b. Authorize signature cards to be updated.**
 - c.**
- 9. Executive session (If needed)**
 - a.**
 - b.**
- 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			18427.76		
October 1, 2017	\$225,666.82	\$543,634.14	\$18,445.37	\$7,156,254.35	\$7,944,000.68
		\$17.61	-\$17.61		

Receipts:

Local Sources:

1312 Center Base Tuition		\$62,287.33			\$62,287.33
1332 Extended School Year Tuition					\$0.00
1510 Interest	\$60.46	-\$121.23	\$0.69	\$1,446.58	\$1,386.50
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				\$2,188,517.05	\$2,188,517.05
1990 SPED Assessments	\$1,337.30	\$106,065.59			\$107,402.89
1990 Reading Recovery	\$2,418.06				\$2,418.06
1990 Reading Recovery-Other LEAs					\$0.00
1990 Miscellaneous		\$4,250.00			\$4,250.00
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		\$3,793.87			\$3,793.87
3900 Part B Funds		\$2,365.82			\$2,365.82
3900 ESA 1					\$0.00

Federal Sources:

4152 Title IIB (SD COUNTS)					\$0.00
4175 IDEA Part B 611		\$200,325.00			\$200,325.00
4175 IDEA Part B 611-Private	\$0.00				\$0.00
4186 IDEA Part B 619		\$5,032.00			\$5,032.00

Other Receipts:

120 Accounts Receivable					\$0.00
140 Due from other Governments	\$15,921.21				\$15,921.21
Other Receipts	\$13,663.60	\$815.61	\$5,533.42		\$20,012.63

Total Monthly Receipts	\$36,936.02	\$384,813.99	\$5,534.11	\$2,189,963.63	\$2,617,247.75
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Balance Frwd plus Revenue to date	\$262,602.84	\$928,448.13	\$23,979.48	\$9,346,217.98	\$10,561,248.43
Manual Journal Entry					\$0.00
Manual Journal Entry Revenue		-\$4.13			-\$4.13

Less Salaries & Disbursements					
Salaries	\$15,630.61	\$259,203.75			\$274,834.36
Disbursements	\$15,248.63	\$18,123.44	\$13,400.98	\$1,864,242.00	\$1,911,015.05
Less Total Salaries & Disbursements	\$30,879.24	\$277,327.19	\$13,400.98	\$1,864,242.00	\$2,185,849.41

CASH BALANCE					
October 31, 2017	\$231,723.60	\$651,116.81	\$10,578.50	\$7,481,975.98	\$8,375,394.89

Balance Sheet

Clearing Account XX-101-002	\$20.00	\$80.00	\$0.00	\$100.00	\$200.00
Checking Account XX-101	\$5,000.83	\$221,504.84	\$4,956.78	\$7,481,875.98	\$7,713,338.43
Money Market Savings XX-105	\$226,702.77	\$347,002.09	\$5,621.72	\$0.00	\$579,326.58
Certificates of Deposit XX-106	\$0.00	\$77,529.88	\$0.00	\$0.00	\$77,529.88
Imprest XX-108	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00
TOTALS	\$231,723.60	\$651,116.81	\$10,578.50	\$7,481,975.98	\$8,375,394.89
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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

Fund: 10 GENERAL FUND

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
10 1510	INTEREST	300.00	60.46	224.82	74.94	75.18
10 1941 014	ESA 1 LEA ASSESSMENTS	69,963.52	0.00	69,963.52	100.00	0.00
10 1941 015	ESA-1 REVENUE OTHER SOURCES-LEAs	17,967.44	0.00	18,496.52	102.94	(529.08)
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	1,337.30	5,227.47	33.33	10,456.62
10 1990 012	READING RECOVERY ASSESSMENTS	37,802.79	2,418.06	18,458.61	48.83	19,344.18
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	750.00	1,525.00	0.00	(1,525.00)
10 1990 020	NORTHERN PLAINS	35,000.00	3,535.39	14,141.56	40.40	20,858.44
10 1990 073	D&A POOL ASSESSMENTS	15,000.00	0.00	6,994.54	46.63	8,005.46
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	8,101.21	135,032.04	22.63	461,627.60
10 3900 050	ESA 1-TEACHER OF THE YEAR	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	6,687.50	0.00	(6,687.50)
10 5140	COMPENSATION FOR LOSS OF ASSET	0.00	12,913.60	38,044.23	0.00	(38,044.23)
Subtotal: 5000		0.00	12,913.60	44,731.73	0.00	(44,731.73)
Fund Total:		596,659.64	21,014.81	179,763.77	30.13	416,895.87

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

Fund: 22 SPECIAL EDUCATION FUND

Account Number	Description	Revised Budget	During Month	To Date	% of Budget	Budget Balance
22 1312	TUITION-CENTER BASE	601,858.97	62,287.33	103,574.51	17.21	498,284.46
22 1312 100	TUITION-ESY	86,190.75	0.00	0.00	0.00	86,190.75
22 1510	INTEREST	1,500.00	(121.23)	422.97	28.20	1,077.03
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	106,065.59	412,152.35	33.33	824,303.65
22 1990 018	MISCELLANEOUS	5,000.00	4,250.00	4,250.00	85.00	750.00
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	172,481.69	520,399.83	26.88	1,415,605.89
22 3119 071	STATE GRANTS-IN-AID: ED.SPEC.	137,115.68	0.00	4,813.28	3.51	132,302.40
22 3900 013	STATE REVENUE: PART C FUNDS	50,000.00	3,793.87	13,637.64	27.28	36,362.36
22 3900 014	STATE REVENUE: PART B FUNDS	4,500.00	2,365.82	13,247.99	294.40	(8,747.99)
	Subtotal: STATE SOURCES	191,615.68	6,159.69	31,698.91	16.54	159,916.77
22 4175 475	REGULAR IDEA PART B 611	1,698,461.00	200,325.00	200,325.00	11.79	1,498,136.00
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	5,032.00	5,032.00	10.45	43,123.00
	Subtotal: FEDERAL SOURCES	1,749,987.00	205,357.00	205,357.00	11.73	1,544,630.00
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	383,998.38	757,455.74	19.53	3,120,152.66

Revenue Summary Report

Processing Month: 10/2017

Regular; Processing Month 10/2017; 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	405,013.19	937,219.51	20.95	3,537,048.53

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	\$2,478.17	\$13,818.79	29.85	\$32,471.20
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$231,335.54	\$9,371.93	\$39,723.55	17.17	\$191,611.99
2227	TECHNOLOGY SUPPORT	\$8,243.50	\$371.19	\$1,535.05	18.62	\$6,708.45
2319	BOARD OF EDUCATION SERVICES	\$12,360.74	(\$365.41)	\$8,311.50	67.24	\$4,049.24
2329	ADMINISTRATION	\$56,829.19	\$2,982.06	\$13,124.63	23.09	\$43,704.56
2529	ADMINISTRATION-FISCAL SERVICES	\$13,495.04	\$866.06	\$3,668.38	27.18	\$9,826.66
2542	OPERATION & MAINTENANCE BLDGS.	\$7,995.94	\$380.06	\$1,929.66	24.13	\$6,066.28
2545	VEHICLE SERVICE	\$223,109.70	\$14,776.01	\$94,854.61	42.51	\$128,255.09
2551	DRUG & ALCOHOL TESTING POOL	\$15,000.00	\$0.00	\$0.00	0.00	\$15,000.00
10	GENERAL FUND	<u>\$614,659.64</u>	<u>\$30,860.07</u>	<u>\$176,966.17</u>	<u>28.79</u>	<u>\$437,693.47</u>
22	SPECIAL EDUCATION FUND					
1221	EXTENDED SCHOOL YEAR	\$89,561.75	\$0.00	\$74,250.56	82.90	\$15,311.19
1223	CENTER BASE DAY PROGRAMS	\$601,858.98	\$45,795.42	\$92,664.19	15.40	\$509,194.79
1226	EARLY CHILDHOOD SERVICES	\$335,469.21	\$24,016.44	\$54,835.33	16.35	\$280,633.88
1227	PROLONGED ASSISTANCE PROGRAMS	\$0.00	\$0.00	\$0.00	0.00	\$0.00
2129	TRANSITION SUPPORT SERVICES	\$28,172.19	\$1,826.83	\$7,307.91	25.94	\$20,864.28
2142	PSYCHOLOGICAL SERVICES	\$551,234.22	\$38,348.69	\$89,986.12	16.32	\$461,248.10
2152	SPEECH PATHOLOGY SERVICES	\$1,061,362.63	\$79,905.04	\$181,200.85	17.07	\$880,161.78
2171	PHYSICAL THERAPY	\$311,600.92	\$21,940.03	\$85,607.01	27.47	\$225,993.91
2172	OCCUPATIONAL THERAPY	\$480,019.54	\$28,456.92	\$97,019.63	20.21	\$382,999.91
2213	PROFESSIONAL DEVELOPMENT/PRESERVICE&TCAP	\$7,283.78	\$1,690.56	\$5,762.95	79.12	\$1,520.83
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$137,115.68	\$11,518.76	\$36,222.43	26.42	\$100,893.25
2227	TECHNOLOGY SUPPORT	\$46,713.10	\$2,103.25	\$8,697.96	18.62	\$38,015.14
2319	BOARD OF EDUCATION SERVICES	\$70,044.22	(\$2,070.66)	\$47,098.48	67.24	\$22,945.74
2329	ADMINISTRATION	\$254,031.98	\$16,898.44	\$74,372.92	29.28	\$179,659.06
2529	ADMINISTRATION-FISCAL SERVICES	\$76,471.89	\$4,907.54	\$20,787.26	27.18	\$55,684.63
2542	OPERATION & MAINTENANCE BLDGS.	\$41,668.31	\$1,989.93	\$10,766.24	25.84	\$30,902.07
22	SPECIAL EDUCATION FUND	<u>\$4,092,608.40</u>	<u>\$277,327.19</u>	<u>\$886,579.84</u>	<u>21.66</u>	<u>\$3,206,028.56</u>
	Grand Total:	<u>\$4,707,268.04</u>	<u>\$308,187.26</u>	<u>\$1,063,546.01</u>	<u>22.59</u>	<u>\$3,643,722.03</u>

Activity Fund Balance Report - Summary - Exclude Encumbrances
10/2017 - 10/2017

Regular; Beginning Month 10/2017; Processing Month 10/2017; 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	2,297.94	0.00	0.00	0.00	2,297.94
71 415 806	SPECIAL OLYMPICS SD-AMT HELD FOR OTHERS	9,745.76	4,139.88	0.00	0.00	5,605.88
71 415 850	ELABO-AMT HELD FOR OTHERS	0.00	0.00	0.00	0.00	0.00
71 430 800	IMPREST ACCOUNT	4,318.00	2,239.04	1,801.00	0.00	3,879.96
71 453	SANFORD FLEX	663.93	0.00	0.00	(3,272.03)	(2,608.10)
71 704 005	FUND BALANCE - UNDESIGNATED	0.00	0.00	0.00	0.00	0.00
71 760	UNASSIGNED FUND BALANCE	4.57	0.00	0.69	0.00	5.26
Fund Total: 71		18,427.76	6,378.92	1,801.69	(3,272.03)	10,578.50

Activity Fund Balance Report - Summary - Exclude Encumbrances
10/2017 - 10/2017

Regular; Beginning Month 10/2017; Processing Month 10/2017; 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	5,306,102.49	1,864,242.00	2,189,963.63	0.00	5,631,824.12
	Fund Total: 72	5,306,102.49	1,864,242.00	2,189,963.63	0.00	5,631,824.12

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, October 16, 2017

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, October 16 at Lake Area Technical Institute in Watertown, SD. The meeting was called to order by President Koenecke at 7:00 P.M. and adjourned at 7:50 P.M.

Members present:

Alicia Nielson, Castlewood; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Arend Schuurman, Elkton; Krecia Weinberg, Estelline; Tracy Hlavack, Florence; Joe Homola, Hamlin; Dave Fuller, Henry; Brett Anderson, Lake Preston; Amber Halming, Rosholt; Gene Bjorklund, Sioux Valley; Sandy Hinze, Waubay; Penny Thyen, Waverly/South Shore; Tia Felberg, Willow Lake; Michelle Ebben, Wilmot

Absent:

Martin Murphy, Arlington; Josh Hawkinson, Britton-Hecla; Trudi Gaikowski, Clark; Evelyn Eagle, Enemy Swim Day School; Greg Schortzmann, Iroquois; Lisa Amdahl, Summit; Joel Shoemaker, Webster;

Others Attending:

NESC Staff Representatives: Deb Tiefenthaler, Speech Language Pathologist; Rita Wiese, Speech Language Pathologist
Member District Superintendents: Jim Block, Webster; Scott Klaudt, Willow Lake
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 #18022 Motion by J. Homola, second by T. Hlavacek, to approve the agenda with the following additions: 7d) Federal Programs Fiscal Desk Monitoring; 7e) Business Manager position; 8b) Authorize Tami Koppang to have access to our accounts at Reliabank. All present voting in favor, motion carried.

Introduction of Guests

Deb Tiefenthaler, Rita Wiese, Jim Block, and Scott Klaudt were introduced as guests.

Conflicts of Interest

No conflicts of interest were presented.

Financial Report

Action #18023 Motion by C. Knutson, second by J. Homola, to approve the financial report for the period ending September 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>
September 1, 2017	\$173,052.21	\$461,665.13	\$15,100.10	\$6,353,516.60
<u>Receipts:</u>				
Local Sources	\$7,277.80	\$100,344.75	\$1.19	\$2,211,601.82
State Sources		\$13,608.22		
Federal Sources				
Other	\$74,107.34	\$259,926.00	\$7,688.59	
<u>Total Monthly Receipts</u>	<u>\$81,385.14</u>	<u>\$373,878.97</u>	<u>\$7,689.78</u>	<u>\$2,211,601.82</u>
Total Gross Receipts	\$254,437.35	\$835,544.10	\$22,789.88	\$8,565,118.42
 Less Salaries	 \$16,230.94	 \$267,902.93		
Less Disbursements	\$12,539.59	\$24,007.03	\$4,344.51	\$1,408,864.07
<u>Total Salaries & Disbursements</u>	<u>\$28,770.53</u>	<u>\$291,909.96</u>	<u>\$4,344.51</u>	<u>\$1,408,864.07</u>
Ending Cash Balance September 30, 2017	\$225,666.82	\$543,634.14	\$18,445.37	\$7,156,254.35

Consent Agenda

Action #18024 Motion by D. Fuller, second by J. Homola, to approve the following items on the Consent Agenda: 6a) Approval of September 18, 2017 Board of Directors minutes; 6b) Approval of payment of October 2017 claims. All present voting in favor, motion carried.

September 2017 Accounts Payable

GENERAL FUND: AUTOMATIVE SERVICE CENTER, THE MAINT 858.35;BND TOWING MAINT 130.00;BROOKINGS REGISTER ADVERTISTING 74.85;CENEX FLEETCARD MAINT & GASOLINE 5,225.66;CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 175.37;CHRISTENSEN, BRICE FISCAL MILEAGE TO STAFF 16.88;CHURCHILL,MANOLIS,FREEMAN,KLUDT,SHELTON LEGAL FEES 38.46 CRAIG BASS SANITARY SERVICE O&M - GARBAGE 19.35;DELYLE'S SOUTH 81 SERVICE, INC. MAINT 432.70;DEUEL CO. CENEX GASOLINE 19.17;DON'S BODY SHOP MAINT 6,379.40;DUST TEX SERVICE, INC. RUG RENTAL 6.67;ESTELLINE COMMUNITY OIL CO. MAINT 36.64;GENT, MELISSA VEHICLE MAINT REIMBURSEMENT 53.23;HAMLIN COUNTY FARMERS COOP GASOLINE 643.68;HY-VEE FOOD STORE BOARD SUPPLIES 4.84;INNOVATIVE OFFICE SOLUTIONS MISC. SUPPLIES 7.01;ITC TELECOM PHONE/INTERNET 168.86 JURGENS OIL MAINT 42.90;NESC IMPREST REIMBURSE IMPREST 7.50;NESC PAYROLL CLEARING OCTOBER 2017 PAYROLL 15,630.61 NORTHLAND AUTO CENTER MAINT 139.28;OFFICE PEEPS, INC. OFFICE SUPPLIES/SHREDDER REPAIR 78.05;OTTER TAIL POWER CO. O&M - ELECTRICITY 63.39;PUBLIC OPINION BOARD - MINUTES/PUBLISHING 38.59;QUICK PRO LUBE MAINT 36.02;RAMKOTA HOTEL FISCAL TRAVEL 29.40;S & S AUTO MAINT 73.25;SANFORD HEALTH PLAN HSA/FSA FEES 14.40;SCOTTING HEATING & COOLING FURNACE/AC CHECK AND SERVICE 130.09;STEVE'S TIRE & SERVICE GASOLINE 37.50;TOWN OF HAYTI O&M - WATER AND SEWER 5.72;UNZEN MOTORS MAINT 223.29;VERIZON WIRELESS CELL PHONE 110.57;W.W. TIRE SERVICE MAINT 399.94;WEBSTER AUTO CARE MAINT 83.34

FUND TOTAL: \$31,434.96

SPECIAL EDUCATION FUND: AMAZON MISC. SUPPLIES 171.78;AMERICAN HEART ASSOCIATION CPR TRAINING 1,655.28 AMERICINN ED SPEC TRAVEL 420.00;BAVARIAN INN ED SPEC TRAVEL 79.00;BRITTON-HECLA SCHOOL DISTRICT SLP MILEAGE 118.02;BROOKINGS REGISTER ADVERTISTING 424.15;CAMBRIA HOTEL & SUITES ED SPEC TRAV EL 171.00;CASTLEWOOD SCHOOL DISTRICT CB FACILITY USE FEE 812.80;CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 53.23;CHILSON, GINA SLP MILEAGE TO STAFF 151.20;CHRISTENSEN, BRICE FISCAL MILEAGE TO STAFF 95.68;CHURCHILL,MANOLIS,FREEMAN,KLUDT,SHELTON LEGAL FEES 217.94;CRAIG BASS SANITARY SERVICE O&M - GARBAGE 109.65;DUST TEX SERVICE, INC. RUG RENTAL 34.77;GRAND RIVER RESORT ED SPEC TRAVEL 423.15;HAMLIN SCHOOL DISTRICT CB FACILITY USE FEE 873.76;HAMPTON ED SPEC TRAVEL 93.00

HANSON, BRUCE SLP PRESENTER 321.80;HAYUNGA, STEPHANIE OT DUES AND FEES 225.00;HOLIDAY INN EXPRESS ED SPEC TRAVEL 342.00;HUYVAERT, NICOL OT MILEAGE TO STAFF 49.98;HY-VEE FOOD STORE BOARD SUPPLIES 27.40;INNOVATIVE OFFICE SOLUTIONS EC SUPPLIES 142.93;ITC TELECOM PHONE/INTERNET 320.91;MAINSTAY SUITES ED SPEC TRAVEL 758.00;MARSHALL CO. HEALTHCARE CENTER OT/PT PURCH SVCS 4,213.49;CB MILEAGE 90.72;NESC IMPREST REIMBURSE IMPREST 1,793.50;NESC PAYROLL CLEARING OCTOBER 2017 PAYROLL 259,155.31;OFFICE PEEPS, INC. OFFICE SUPPLIES/SHREDDER REPAIR 430.90;OTTER TAIL POWER CO. O&M - ELECTRICITY 330.36;PUBLIC OPINION BOARD - MINUTES/PUBLISHING 218.70;RAMKOTA HOTEL FISCAL TRAVEL 166.58;SANFORD HEALTH PLAN HSA/FSA FEES 81.60;SANFORD WEBSTER MEDICAL CENTER OT PURCH SVCS 3,337.29;SCOTTING HEATING & COOLING FURNACE/AC CHECK AND SERVICE 677.91;TAMRA, CHING CPR TRAINING MILEAGE 35.28;TOWN OF HAYTI O&M - WATER AND SEWER 29.78;USA STAY HOTEL & SUITES ED SPEC TRAVEL 114.00;VERIZON WIRELESS CELL PHONE 199.22;VITAL SOUNDS OT SUPPLIES 360.22;WEBSTER SCHOOL DISTRICT SEPTEMBER USE FEE 406.40;WIESE, RITA SLP MILEAGE TO STAFF 40.74
FUND TOTAL: \$279,774.43

Discussion Items

October 4, 2017 Advisory Board Meeting Minutes

Director Aberle reviewed the October advisory board minutes.

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Aberle gave his monthly report.

Federal Programs Desk Monitoring

NESC underwent a federal desk review for FY2016 for all federal grants. It was determined that NESC was in compliance with the fiscal requirements covered by the review.

Business Manager Resignation

Director Aberle reviewed the process being completed to fill the business manager position.

Action Items

Approve Center Base Tuition Rates

Action #18025 Motion by C. Knutson, second by J. Homola to approve the center base tuition rates as presented. All present voting in favor, motion carried.

Base Rate	\$36,282.96
First Placement	\$46,805.02
Second Placement	\$32,654.66
Third Placement	\$27,364.61

Authorize Tami Koppang to have access to Reliabank Accounts

Action #18026 Motion by J. Homola, second by K. Weinberg to authorize Tami Koppang to have temporary access to NESC accounts at Reliabank. All present voting in favor, motion carried.

Executive Session

Pursuant to SDCL 1-25-2(1) Action #18027 Motion by C. Knutson, second by T. Hlavacek to enter executive session at 7:34 to discuss personnel. All present voting in favor, motion carried.

President Koenecke declared the board out of executive session at 7:45.

Action #18028 Motion by C. Knutson, second by J. Homola to accept the resignation of Brice Christensen, enforce compensatory damages as stated in contract and prorate the remaining contract pay, and to set pay for any additional work days needed at \$207.06 per day. All present voting in favor, motion carried.

It was also noted to thank Brice for his years of service to NESC.

Adjournment

Action #18029 With there being no further business, motion by G. Bjorklund, 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, November 20, 2017 at 7:00 P.M.

Debbe Koenecke, President

Brice Christensen, Business Manager

Northeast Educational
Services Cooperative

NOVEMBER 2017 INVOICES

GENERAL FUND - 10

ASBSD	School Law Seminar-JA	17.25
AUTOMATIVE SERVICE CENTER, THE	MAINT	194.56
B&B AUTO SERVICE	MAINT	155.14
CENEX FLEETCARD	GASOLINE	4,546.17
CENTURY BUSINESS PRODUCTS, INC	Copier Fees	26.51
CHRISTENSEN, BRICE	BO Services-Nov17	43.66
DELYLE'S SOUTH 81 SERVICE, INC.	MAINT	2,458.28
DON'S BODY SHOP	MAINT	4,202.00
DUST TEX SERVICE, INC.	NOV RUG RENTAL	12.44
ESTELLINE COMMUNITY OIL CO.	MAINT	41.63
HAMLIN COUNTY FARMERS COOP	MAINT & GASOLINE	908.33
HAMLIN COUNTY PUBLISHING	HELP Wanted Ad	10.20
In Your Service /Tami Koppang	Services for Oct/Nov2017	396.76
JURGENS OIL	MAINT	37.91
KORMANAGEMENT SERVICES, LLC	Drug Testing	1,486.09
LARRY'S HEATING AND REPAIR	Winterizing and filters	42.79
OTTER TAIL POWER CO.	Electricity-Oct	52.16
NESC PAYROLL CLEARING	NOVEMBER 2017 PAYROLL	15,673.37
PEDERSEN, SHANE	Lawn Mowing	26.25
SANFORD HEALTH PLAN	HSA/FSA Fees	26.10
STORMO, TIFFANY	FINGERPRINTING/BACKGROUND	70.76
TOWN OF HAYTI	Water	5.32
TWIN VALLEY TIRE, INC.	MAINT	488.56
W.W. TIRE SERVICE	MAINT	105.63
WILLIAM G. NEALE, CPA	Audit Services	1,312.50
GENERAL FUND TOTAL		32,340.37

SPECIAL EDUCATION FUND - 22

ARLINGTON SCHOOL DISTRICT	ESY 2017 REFUND	14.89
ASBSD	School Law Seminar-JA	97.75

Avera McKennan Hospital & University Health Center	Prof.Dev. Speaker	752.40
BRITTON-HECLA SCHOOL DISTRICT	Mileage Reimb Oct17	2,752.12
BUSSKOHL, CHRISTY	Reimburse ASHA Dues	225.00
CENTURY BUSINESS PRODUCTS, INC	Copier Fees	71.23
CHILSON, GINA	Reimb.Mileage	208.32
CHRISTENSEN, BRICE	BO Services-Nov17	247.40
DEUEL SCHOOL DISTRICT	ESY 2017 REFUND	933.06
DUST TEX SERVICE, INC.	OCT RUG RENTAL	70.44
ELKTON SCHOOL DISTRICT	ESY 2017 REFUND	501.32
ESTELLINE SCHOOL DISTRICT	ESY 2017 REFUND	52.30
HAMLIN COUNTY PUBLISHING	HELP Wanted Ad	57.80
In Your Service /Tami Koppang	Services for Oct/Nov2017	2,248.29
IROQUOIS SCHOOL DISTRICT	ESY 2017 REFUND	11.53
JOHNSON, ALYSHA	REIMB FY18 DUES ASHA	225.00
JUTTINGS GROCERY	CB Supplies	89.96
LAKE PRESTON SCHOOL DISTRICT	ESY 2017 REFUND	323.48
LARRY'S HEATING AND REPAIR	Winterizing and filters	242.50
LUX, LOIS	Reimb.Mileage	40.32
PARENT	Mileage Reimb.	105.84
NELSON, ANNEKE	PYSCH MEALS 11/1-11/7/17	99.00
NESC Imprest/Trust&Agency	REIMB IMPREST	1,391.04
NESC PAYROLL CLEARING	NOVEMBER 2017 PAYROLL	260,134.60
OTTER TAIL POWER CO.	Electricity-Oct	295.57
PEDERSEN, SHANE	Lawn Mowing	148.75
PRAIRIE LAKES HEALTH CARE SYSTEM	CPR AED Cards	160.00
SANFORD HEALTH PLAN	HSA/FSA Fees	147.90
SIOUX VALLEY SCHOOL DISTRICT	ESY 2017 REFUND	181.94
STORMO, TIFFANY	MEALS REIMB SUI TRAIN	12.49
SUMMIT SCHOOL DISTRICT	ESY 2017 REFUND	1,550.98
SW/WC SERVICE COOPERATIVE	Behavior Analytic Services	8,030.00
TOWN OF HAYTI	Water	30.18
WAVERLY SCHOOL DISTRICT	ESY 2017 REFUND	66.70

WEBSTER SCHOOL DISTRICT	ESY 2017 REFUND	1,906.89
WEST RIVER FOUNDATION	Conf.Registration-L.Reinhiller	275.00
WIESE, RITA	OCT HOME VISITS	40.74
WILLIAM G. NEALE, CPA	Audit Services	7,437.50
WILMOT SCHOOL DISTRICT	ESY 2017 REFUND	270.53
SPECIAL EDUCATION TOTAL - 22		291,450.76
NOVEMBER 2017 INVOICE TOTAL:		323,791.13

Northeast Educational
Services Cooperative

NOVEMBER 2017 BMO INVOICES

GENERAL FUND - 10

COMFORT SUITES (SD072)	TRAVEL-SHARED SERV/LH	171.00
HY-VEE	ADV.BD.MTG SUPP	118.69
INNOVATIVE LEARNING CONCEPTS, INC.	OFFICE SUPP	21.07
ITC TELECOM	PHONE SERV-SEPT	177.21
PUBLIC OPINION	SEPT-MINUTES/ADV	35.44
TIME MANAGEMENT SYSTEMS	TIME CLOCK SERV-SEPT	3.92
US POSTAL SERVICE	RETURN RECEIPT-941	13.78
VERIZON WIRELESS	SEPT CELL SERV	108.48
GENERAL FUND TOTAL		649.59

SPECIAL EDUCATION FUND - 22

AMAZON	EC Supp	22.92
AMERICINN WEBSTER	TRAVEL-BB/ED SP	80.09
AMMERICINN	TRAVEL-ED SP-BB	205.99
COUNTRY INN & SUITES	TRAVEL-EDSPEC-LR	57.00
DAKOTA LODGE	TRAVEL-EDSPEC-BB	110.00
DAYS INN	TRAVEL-EC-DJ	89.19
GRAND RIVER RESORT	TRAVEL-ED.SPEC.BB	110.00
HOLIDAY INN EXPRESS-VERMILLION	TRAVEL-PYSCH-SS	123.92
HOLIDAY INN EXPRESS-WINNER	TRAVEL-ED.SPEC.-BB	165.00
HOUGHTON MIFFLIN CO.	PSYCH.SUPP	924.83
INNOVATIVE LEARNING CONCEPTS, INC.	CB-WEBSTER SUPP	545.14
ITC TELECOM	PHONE SERV-SEPT	315.99
MARSHALL CO. HEALTHCARE CENTER	SEPT.OT/PT SERV	8,176.44
PUBLIC OPINION	SEPT-MINUTES/ADV	200.83
PYRAMID	REGISTRATON FEE-CB/CLATHER	399.00
QUALITY INN (SD070) HURON	TRAVEL-ED.SPEC.LR	322.00
SANFORD WEBSTER MEDICAL CENTER	SEPT.OT/PT SERV	8,080.16
TIME MANAGEMENT SYSTEMS	TIME CLOCK SERV-SEPT	152.34
TOBII DYNAVON/MAYER JOHNSON	SUBSCRIPTON RENEWAL BOARDMAKER	199.00

US POSTAL SERVICE	STAMPS	78.12
VERIZON WIRELESS	SEPT CELL SERV	201.31
WAL-MART	CB SUPP-CASTLEWOOD	69.66
SPECIAL EDUCATION TOTAL		20,628.93
 <u>AGENCY FUND - 71</u>		
CPI	NCI BOOKS	1,940.00
FARMERS UNION COOP	Gas-SpOlympics Bowling	24.59
FARMERS UNION OIL CO-OP	gas-Sp Olympics Bowling	25.09
ROY'S SPORT SHOP	SP.OLYMPICS BOWLING SHIRTS	297.50
AGENCY FUND TOTAL		2,287.18
 NOVEMBER 2017 BMO INVOICE TOTALS:		 23,565.70

Transaction Search - Company

All amounts are tax inclusive and displayed in their billing currency

As an administrator you may make adjustments to these transactions

Bank of Montreal - MasterCard, Statement Period 10/06/2017 to 11/05/2017

Mapped Cards

Nelson Anneke

Boyd Brenda

Christensen Brice



Center Base Castlewood



Childhood Early



Aberle Jerry



Reinhiller Lisa



Admin Nesc

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Special Olympics Nesc

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Psychology 2 School

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Northeast Educational Services Cooperative
Advisory Board Meeting
Wednesday, November 1, 2017

The Advisory Board for the Northeast Educational Services Cooperative (NESC) met Wednesday, November 1, 2017 at Hy-Vee in Watertown, South Dakota. The meeting was called to order by Scott Klaudt at 10:16 A.M. and adjourned at 10:49 A.M.

<u>Present:</u>	Arlington: Justin Downes	<u>Absent:</u>	Clark: Luanne Warren
	Britton-Hecla: Steve Benson		Enemy Swim: Virginia Dolney
	Castlewood: Keith Fodness		Henry: Philip Schonebaum
	De Smet: Abi van Regenmorter		Summit: Kurt Jensen
	Deubrook: Kimberly Kludt		Waubay: Dean Jones
	Deuel: Chad Schiernbeck		Webster: Jim Block
	Elkton: Brian Jandahl		
	Estelline: Jim Lentz		
	Florence: Gary Leighton		
	Hamlin: Patrick Kraning		
	Iroquois: Mike Ruth		
	Lake Preston: Tim Casper		
	Rosholt: Tess Appel		
	Sioux Valley: Laura Schuster		
	Waverly: Jon Meyer		
	Willow Lake: Scott Klaudt		
	Wilmot: Larry Hulscher		

Others in attendance were Jerry Aberle, Director; and Tim Frewing, Assistant Director.

ADVISORY BOARD AGENDA

Financial Report

Director Aberle reviewed the financial report for September 2017.

Apex Update

Director Aberle shared that Apex is working with SD DOE to ensure that Apex courses will be accepted for credit. School districts may have to provide documentation about proof of alignment during accreditation reviews.

Business Manager Update

Director Aberle shared an update regarding the business manager position. With the help of two superintendents and three board members, five business manager applicants were interviewed on October 18, 2017. The position was offered to Tiffany Stormo, who accepted it.

NPIP Update

Director Aberle shared an update to the Northern Plains Insurance Pool (NPIP) account. By mutual agreement between NESC's board of directors and NPIP's board, NESC will discontinue providing fiscal agent services to NPIP on or about November 1, 2017.

Meeting Dates

Director Aberle shared an update regarding upcoming board of advisor meetings. In December there will be no meeting for the board of advisors, and in January they will meet on the second Wednesday of the month (January 10th) instead of the first.

Preschool & Services

Assistant Director Frewing shared some information about advantages and disadvantages of including preschool attendance on the IEP. Generally, preschool attendance is not a special education issue, but it can become a special education issue if it is needed in order for a child to receive FAPE or if a school district is hoping to pay for some of the costs with special education funding.

Director Aberle talked about some of the challenges itinerant providers face in delivering special education and related services to preschool children. In some situations NESC providers might have to see children in home and daycare environments in order to keep the workload tenable for our current staff.

Adjournment

There being no further business to discuss, Tim Casper moved to adjourn, which was seconded by Patrick Kraning. All present voted in favor, and the motion was carried. At 10:49 A.M. the meeting was adjourned.

Tim Frewing, Assistant Director

Reliabank Accounts as of 11/20/17

Reg. Checking

- Brice Christensen (Tiffany)
- Roger Gresh (Debbie Koenecke)

Payroll Clearing

- Brice Christensen (Tiffany)
- Debbie Koenecke

T&A

- Jerry
- Brice Christensen (Tiffany)

MM Savings

- Jerry
- Brice Christensen (Tiffany)

CD

- Jerry
- Matt Flett (Tiffany)

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE
BOARD OF DIRECTORS MEETING
Monday, November 20, 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 October 2017 financial report
6. Consent Agenda

- a. Approval of October 16, 2017 meeting minutes

BOARD ACTION: _____

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

BOARD ACTION: _____

- c. Approval of Business Manager Contract; Tiffany Stormo, \$29,488.65; 170 days (through June 30, 2018)

BOARD ACTION: _____

- d. _____

BOARD ACTION: _____

- e. _____

BOARD ACTION: _____

7. Discussion Items

- a. Audit Report for FYI 2017 – William Neale & Co. P.C.

BOARD ACTION: _____

b. November 1, 2017 Advisory Board meeting minutes

BOARD ACTION: _____

c. Assistant Director's report

BOARD ACTION: _____

d. Director's report

BOARD ACTION: _____

e. _____
BOARD ACTION: _____

f. _____
BOARD ACTION: _____

8. Action Items

a. Approve FY 2017 Audit Report

BOARD ACTION: _____

b. _____
BOARD ACTION: _____

c. _____
BOARD ACTION: _____

9. Executive Session

- a.
- b.

10. Action Items after Executive Session.

- a.
- b.