

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, June 18, 2018

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, June 18, 2018 at Lake Area Technical Institute in Watertown, SD. The meeting was called to order by President Koenecke at 7:03 P.M. and adjourned at 8:15 P.M.

**Members present:**

Martin Murphy, Arlington; Cory Akin, Castlewood; Barb Asleson, DeSmet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Arend Schuurman, Elkton; Krecia Weinberg, Estelline; David Fuller, Henry; Brett Anderson, Lake Preston; Gene Bjorklund, Sioux Valley; Sandy Hinze, Waubay; Penny Thyen, Waverly/South Shore; Joel Shoemaker, Webster; Denise Lutkemeier, Wilmot

**Absent:**

Josh Hawkinson, Britton-Hecla; Trudi Gaikowski, Clark; Evelyn Eagle, Enemy Swim Day School; Kathy Roe, Florence; Joe Homola, Hamlin; Greg Schortzmann, Iroquois; Amber Hamling, Rosholt; Lisa Amdahl, Summit; Tia Felberg, Willow Lake

**Others Attending:**

NESC Staff Representatives: None Present

Member District Superintendents: Tess Appel, Rosholt; Jim Block, Webster

NESC Administration: Jerry Aberle, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

**Call to Order**

President Koenecke called the meeting to order at 7:03 P.M.

**Agenda review, changes, and approval**

*Action #18090* Motion by C. Knutson, second by D. Lutkemeier to approve the agenda with the following changes: 6e) Approval of South Dakota Cooperative Purchasing Services Agreement--\$1,000, 20 districts at \$50 per district. All present voting in favor, motion carried.

**Introduction of Guests**

Tess Appel and Jim Block were introduced as guests.

**Conflicts of Interest**

No conflicts of interest.

**Financial Report**

*Action #18091* Motion by G. Bjorklund, second by C. Akin to approve the financial report for the period ending May 31, 2018. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
<b>May 1, 2018</b>	<b>\$352,184.88</b>	<b>\$741,367.42</b>	<b>\$16,833.15</b>
<u>Receipts:</u>			
Local Sources	\$6,026.23	\$159,373.27	\$16,307.90
State Sources		\$3,068.56	
Federal Sources		\$145,491.00	
Other	\$500.00		
<u>Total Monthly Receipts</u>	<u>\$6,526.23</u>	<u>\$307,932.83</u>	<u>\$16,307.90</u>
Total Gross Receipts	\$358,711.11	\$1,049,300.25	\$33,141.05
Manual Journal Entry		\$208.27	
Less Salaries	\$15,952.73	\$259,874.74	
Less Disbursements	\$9,908.30	\$29,044.41	\$11,604.59
<u>Total Salaries &amp; Disbursements</u>	<u>\$25,861.03</u>	<u>\$288,919.15</u>	<u>\$11,604.59</u>
<b>Ending Cash Balance</b>			
<b>May 31, 2018</b>	<b>\$332,850.08</b>	<b>\$760,589.37</b>	<b>\$21,536.46</b>

### Consent Agenda

*Action #18092* Motion by B. Anderson, second by D. Lutkemeier to approve the following items on the Consent Agenda: 6a) Approval of May 21, 2018 Board of Directors minutes; 6b) Approval of payment of June 2018 claims; 6c) Approval of 2018-19 Unit 2 contract amendments; 6d) Approval of 2018-19 Unit 1 negotiated agreement; 6e) Approval of South Dakota Cooperative Purchasing Services Agreement--\$1,000, 20 districts at \$50 per district; 6f) Approval of contract – Lisa Reinhiller, Shared Services & Education Specialist - \$53,747.53, 200 days; 6g) Approval of work agreement- Geraldine Binde, custodian - \$16.32 per hour, up to six hours per week; 6h) Accept resignation – Renae Singrey, paraprofessional, Hamlin Center Base; 6i) Approval of work agreement – Emma Wik, ESY Certified Teacher, \$28.11 per hour; 6j) Approval of contract – Jessica Fischer, Academic Evaluator, \$42,840; 188 days; 6k) Approval of agreement – SW/WC Behavior Analytic Services, \$16,683.40; 140 hours. All present voting in favor, motion carried.

### June 2018 Accounts Payable

#### GENERAL FUND:

ASBSD HEARING 780.45, BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 679.00, CENEX FLEETCARD MAINT & GASOLINE 4,163.79, CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 82.45, CHURCHILL, MANOLIS, FREEMAN, KLUFT, SHELTON FREEMAN - HEARING 1,024.59, CLARK COMMUNITY OIL GASOLINE 34.43, DELYLE'S SOUTH 81 SERVICE, INC. MAINT 7,113.09 DEUEL CO. CENEX MAINT & GASOLINE 74.22, DUST TEX SERVICE, INC. MAY RUG RENTAL 7.71, GOEHRING-STREET, KRIS ADVANCED STUDY 75.00, HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 966.15, JURGENS OIL MAINT 37.91, KORMANAGEMENT SERVICES, LLC DRUG TESTING 1,450.04, MCLEOD'S PRINTING SUPPLY PAYROLL CHECKS 23.68, NESC IMPREST 171.10, NESC PAYROLL June 2018 15,331.46, NORTHLAND AUTO CENTER MAINT 124.49, OTTER TAIL POWER CO. MAY ELECTRICITY 76.32, PEDERSEN, SHANE LAWN CARE 18.00, PUBLIC OPINION MINUTES 45.36, QUICK PRO LUBE MAINT 36.02, SANFORD HEALTH PLAN HSA/FSA FEES 13.50, TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 2.23, TOWN OF HAYTI WATER 5.32, W.W. TIRE SERVICE MAINT 370.68

**FUND TOTAL: \$32,706.99**

## **SPECIAL EDUCATION FUND:**

ASBSD HEARING 4,422.55, BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 20,186.04, BRIDGEWAY COUNSELING CENTER, INC. PROF SERVICES 300.00, BRITTON-HECLA SCHOOL DISTRICT MAY 18 MILEAGE 136.08, CASTLEWOOD SCHOOL DISTRICT MAY 18 USE FEE 677.33, CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 61.88, CHILSON, GINA MAY 18 MILEAGE 110.88, CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON FREEMAN - HEARING 5,806.00, DUST TEX SERVICE, INC. MAY RUG RENTAL 43.70, GOEHRING-STREET, KRIS ADVANCED STUDY 425.00, HAMLIN SCHOOL DISTRICT MAY 18 USE FEE 873.76, MARSHALL CO. HEALTHCARE CENTER MAY PT/OT SERVICES 5,902.18, MCLEOD'S PRINTING SUPPLY PAYROLL CHECKS 134.18, PARENT MAY MILEAGE 95.76, NESC IMPREST 783.95, NESC PAYROLL JUNE 2018 256,330.90, OTTER TAIL POWER CO. MAY ELECTRICITY 432.45, PEDERSEN, SHANE LAWN CARE 102.00, PUBLIC OPINION MINUTES 257.02, REINHILLER, LISA L.R. ED SPEC MEALS 82.00, SANFORD HEALTH PLAN HSA/FSA FEES 76.50, SANFORD WEBSTER MEDICAL CENTER MAY OT SERVICES 6,502.50, TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 71.99, TOWN OF HAYTI WATER 30.18, WEBSTER SCHOOL DISTRICT MAY 18 USE FEE 406.40, WIESE, RITA MAY HOME VISITS - MI 23.94

**FUND TOTAL: \$304,275.17**

### **Discussion Items**

#### **Director's Report**

Director Aberle gave his monthly report.

#### **Assistant Director's Report**

Assistant Director Frewing gave his monthly report.

#### **NESC Board Policy Updates**

Director Aberle presented updated language to NESC board policies.

#### **FY19 Preliminary Budget**

Business Manager Stormo reviewed the FY19 Preliminary Budget.

#### **NESC Board of Directors – District Representatives for 2018-19**

Discussion was held on what board members would be staying or leaving in FY19.

### **Action Items**

#### **Approval of Paper Bid**

*Action #18093* Motion by A. Schuurman, second by D. Fuller to accept the bid of Dacotah Paper at \$26.75 per case. All present voting in favor, motion carried.

#### **Approval to remove items from inventory**

*Action #18094* Motion by C. Knutson, second by J. Shoemaker to remove the presented list of broken, outdated or missing items from inventory. All present voting in favor, motion carried.

#### **Approval to publish FY19 preliminary budget and set budget hearing**

*Action #18095* Motion by K. Weinberg, second by G. Bjorklund to authorize the preliminary budget to be published and to set the FY19 budget hearing for July 16 at 7:00 p.m. All present voting in favor, motion carried.

#### **Approval of NESC Administrative Negotiations Unit**

*Action #18096* Motion by C. Akin, second by A. Schuurman to approve NESC Administrative Negotiations Unit. All present voting in favor, motion carried.

**Adjournment**

*Action #18097* With there being no further business, motion by B. Anderson, second by C. Knutson to adjourn. All present voting in favor, motion carried.

The next NESC Board of Directors meeting will be held at Lake Area Technical Institute in Watertown, SD on Monday, July 16, 2018 at 7:00 P.M.

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**Debbe Koenecke, President**

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**Tiffany Stormo, Business Manager**