

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, July 16, 2018

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, July 16, 2018 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 8:26 P.M.

**Members present:**

Cory Akin, Castlewood; Greg Marx, Clark; Barb Asleson, De Smet; Carie Knutson, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Krecia Weinberg, Estelline; Joe Homola, Hamlin; Paula Blue, Henry; Jerod Olson, Lake Preston; Shane Braaten, Rosholt; Lisa Amdahl, Summit; Joel Shoemaker, Webster; Tia Felberg, Willow Lake; John Remund, Wilmot

**Absent:**

Justin Petersen, Arlington; Misty Fredrickson, Britton-Hecla; Tasina Halbert, Enemy Swim Day School; Kathy Roe, Florence; Greg Schortzmann, Iroquois; Gene Bjorklund, Sioux Valley; Sandy Hinze, Waubay; Penny Thyen, Waverly/South Shore;

**Others Attending:**

NESC Staff Representatives: None present.

Member District Superintendents: None present.

NESC Administration: Jerry Aberle, Director; Tiffany Stormo, 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 #18098* Motion by J. Shoemaker, second by C. Knutson, to approve the agenda as presented. All present voting in favor, motion carried.

**Introduction of Guests**

Justin Rikimoto was introduced as a guest.

**Conflicts of Interest**

No conflicts of interest were presented.

**Public Comment**

No public comments were presented.

### Financial Report

Action #18099 Motion by C. Akin, second by K. Weinberg, to approve the financial report for the period ending June 2018. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
<b>June 1, 2018</b>	<b>\$332,850.08</b>	<b>\$760,589.37</b>	<b>\$21,536.46</b>
<u>Receipts:</u>			
Local Sources	\$70,031.53	\$220,909.63	\$5.38
State Sources		\$3,094.65	
Federal Sources		\$141,957.00	
Other		\$1,361.73	\$4,805.08
<u>Total Monthly Receipts</u>	<u>\$70,031.53</u>	<u>\$367,323.01</u>	<u>\$4,810.46</u>
Total Gross Receipts	\$402,881.61	\$1,127,912.38	\$26,346.92
Less June BMO	\$-281.69	\$-5,001.76	
Less Salaries	\$15,331.46	\$256,539.05	
Less Disbursements	\$17,375.53	\$47,736.12	\$4,134.63
<u>Total Salaries &amp; Disbursements</u>	<u>\$32,706.99</u>	<u>\$304,275.17</u>	<u>\$4,134.63</u>
<b>Ending Cash Balance June 30, 2018</b>	<b>\$369,892.93</b>	<b>\$818,635.45</b>	<b>\$22,212.29</b>

### Consent Agenda

Action #18100 Motion by J. Remund, second by G. Marx, to approve the following items on the Consent Agenda: 7a) Approval of June 18, 2018 Board of Directors minutes; 7b) Approval of payment of EOFY 2018 claims. All present voting in favor, motion carried.

### EOFY 2018 Accounts Payable

**GENERAL FUND:** CENEX FLEETCARD MAINT & GASOLINE 1,361.44;CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 18.23;CRAIG BASS SANITARY SERVICE APRIL-JUNE GARBAGE 19.35;DAKOTA DATA SHRED PROF/SHRED DOC 20.14;DELYLE'S SOUTH 81 SERVICE, INC. MAINT 710.82;DEUEL SCHOOL DISTRICT TECH SUPP 10.50;DON'S BODY SHOP MAINT 280.00;DUST TEX SERVICE, INC. JUNE RUG RENTAL 7.71;HAMLIN COUNTY FARMERS COOP GASOLINE 268.15;HAMLIN COUNTY PUBLISHING EMPLOYMENT AD 2.25;JOHNSON AUTOMOTIVE MAINT 186.36;MCLEOD'S PRINTING SUPPLY CHECKS 23.80;NESC SPECIAL REVENUE PROJECTS 4TH QTR EXPENSED MI/ESA IDC 16,263.09; PALMLUND AUTOMOTIVE MAINT 542.54;PEDERSEN, SHANE LAWN CARE 18.00;PUBLIC OPINION MINUTES 45.09;SANFORD HEALTH PLAN HSA/FSA FEES 13.50;SCOTTING HEATING & COOLING FURNACE/AC SERVICE 82.77;STORMO, TIFFANY MILEAGE 13.61;TOWN OF HAYTI WATER 5.32;TWIN VALLEY TIRE, INC. MAINT 93.00;W.W. TIRE SERVICE MAINT 32.05

**FUND TOTAL: \$20,017.72**

### **SPECIAL EDUCATION FUND:**

CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 39.33;CRAIG BASS SANITARY SERVICE APRIL-JUNE GARBAGE 109.65;DAKOTA DATA SHRED PROF/SHRED DOC 114.12;DEUEL SCHOOL DISTRICT TECH SUPP 59.50;DUST TEX SERVICE, INC. JUNE RUG RENTAL 43.70;HAMLIN COUNTY PUBLISHING EMPLOYMENT AD 12.75; MARSHALL CO. HEALTHCARE CENTER JUNE PT/OT SERVICES 1,460.39;MCLEOD'S PRINTING SUPPLY CHECKS 134.86;PARENT JUNE MILEAGE 30.24;NESC SPECIAL REVENUE PROJECTS 4TH QTR EXPENSED MI 42,821.42;PEDERSEN, SHANE LAWN CARE 102.00;PUBLIC OPINION MINUTES 255.49;SANFORD HEALTH PLAN HSA/FSA FEES 76.50; SCOTTING HEATING & COOLING FURNACE/AC SERVICE 469.05;STORMO, TIFFANY MILEAGE 77.11;TOWN OF HAYTI WATER 30.18

**FUND TOTAL: \$45,836.29**

**Appoint Business Manager as President Pro-Tem**

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

**Adjourn meeting for Fiscal Year 2018**

*Action #18101* With there being no further business to come before the Board of Directors for FY18, Motion by C. Knutson, second by J. Homola to adjourn the final Board of Directors meeting for FY18 at 7:15 p.m. All present voting in favor, motion carried.

**NESC Board of Directors**

**Annual Reorganization Meeting**

The annual reorganization meeting for FY19 was called to order by President Pro-Tem Stormo at 7:16 p.m.

**Election of Officers for Fiscal Year 2019**

**Office of the President**

*Action #18102* Motion by J. Shoemaker, second by J. Homola to nominate C. Akin for the office of President. Motion by A. Schuurman, second by J. Remund, nominations cease, and unanimous ballot be cast for C. Akin. All present voting in favor, motion carried.

**Office of the Vice-President**

*Action #18103* Motion by J. Homola, second by A. Schuurman to nominate C. Knutson for the office of Vice-President. Motion by K. Weinberg, second by J. Shoemaker, nominations cease, and unanimous ballot be cast for C. Knutson. All present voting in favor, motion carried.

**NESC 2018-2019 Budget Hearing**

President Akin declared the budget hearing open at 7:18. Business Manager Stormo presented the budget, and President Akin declared the budget hearing closed at 7:47 p.m.

**Adopt FY 2019 budget**

*Action #18104* Motion by C. Knutson, second by P. Blue to adopt the FY19 budget as presented. All present voting in favor, motion carried.

The changes to the preliminary published budget are as follows:

**Appropriations:**

**General Fund:**

ESA1 – \$123,578.07; Board of Education - \$11,870.87; Transfer to SPED Fund from GF - \$50,000

**Special Education Fund:**

Center Base - \$511,240.27; Psychological Services - \$672,102.27 – Educational Specialist - \$128,448.70; Board of Education – \$72,921.09; Operation/Maintenance of Building - \$42,711.26

**Means of Finance:**

**General Fund:**

Assessments - \$62,599.79; ESA 1 Local - \$81,374.41

**Special Education Fund:**

Fund Balance assigned to subsequent year budget - \$300,000.00; Assessments - \$1,209,791.82; Center Base - \$511,240.27; Educational Specialist - \$128,448.70; Transfer from GF to SPED Fund - \$50,000

## Consent Agenda

*Action #18105* Motion by J. Homola, second by G. Marx to approve the following items on the consent agenda: 6a) Approval of July 2018 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 & Tiffany Stormo; 6l) Set Board of Director's pay for Special Committees-\$60 per meeting & \$0.42 per mile; 6m) Approve Unit 1 contract amendments; 6n) Approve adding Oldham/Ramona to Cooperative Purchasing Contract, \$50; 21 districts; @ \$50: \$1,050; 6o) Approve Apex agreement; 56 seats @ \$150 per seat; \$8,400; 6p) Approve contract for Angie Nelson, School Psychologist; 94 days, \$27,254.40. All present voting in favor, motion carried.

## July 2018 Accounts Payable

**General Fund:** ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM CONTRACT 62.86;ASBSD FY19 DUES 108.50; AUTOMATIVE SERVICE CENTER, THE FLEET MAINT 483.14;CEC G.A.; T. F. MEMBER 54.60;CPI FY19 MEMBER FEES 150.00;DACOTAH PAPER CO. FY19 COOP PAPER 80,399.80;DELYLE'S SOUTH 81 SERVICE, INC. FLEET MAIN 1,852.20;EMC INSURANCE FY19 INS. COVERAGE 5,830.02;NESC PAYROLL JULY 2018 9,483.89;OHIO STATE UNIVERSITY, THE FY19 FEES 1,180.00;OTTER TAIL POWER CO. ELEC 56.05;RELIABANK DEPOSIT BOX 2.10;SASD SASD MEMBER 165.48;SD FEDERAL PROPERTY AGENCY FY19 NEW VEHICLES 55,500.00;SFM FY19 WORK COMP 1,603.56;SOFTWARE UNLIMITED FY19 SOFTWARE FEES 721.00

**Fund Total: \$157,653.20**

**Special Education Fund:** ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM CONTRACT 386.14;ASBSD FY19 DUES 666.50;BRITTON-HECLA SCHOOL DISTRICT MAY ESY MI 186.06;CEC G.A.; T. F. MEMBER 335.40;DACOTAH PAPER CO. FY19 COOP PAPER 920.20;DEUTSCH, JENNIFER JUNE ESY MI 46.20;DUBRO, ANGEL JUNE ESY MI 208.32;EMC INSURANCE FY19 INS. COVERAGE 35,812.98;GENT, MELISSA NASP DUES 210.00;MARTIAN, EMILY JUNE ESY MI 181.44;MEYER, MARIA NASP DUES 210.00;NESC PAYROLL JULY 2018 276,717.52;OTTER TAIL POWER CO. ELEC 344.31;RELIABANK DEPOSIT BOX 12.90;SASD SASD MEMBER 1,016.52;SFM FY19 WORK COMP 9,850.44;SOFTWARE UNLIMITED FY19 SOFTWARE FEES 4,429.00 SORSEN, JENNA JUNE ESY MI 7.56

**Fund Total: \$331,541.49**

## 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 board policy updates.

### NESC Board of Directors – District representatives for Fiscal Year 2019

Every Board of Director is to fill out an information sheet that will be used by administration for FY19.

### Website

The website for NESC is [nesc.k12.sd.us](http://nesc.k12.sd.us).

**Action Items**

**Approve of NESC Board Policies for 2018-2019**

*Action #18106* Motion by J. Homola, second by K. Weinberg to approve the Board policies for 2018-19. All present voting in favor, motion carried.

**Executive Session**

No executive session was held.

**Adjournment**

*Action #18107* With there being no further business, motion by C. Knutson, second by A. Schuurman, 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 20, 2018 at 7:00 P.M.

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**Cory Akin, President**

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**Tiffany Stormo, Business Manager**

**As per SDCL 6-1-10 the following salaries for NESC employees for 2018-19:**

ADMINISTRATION: Gerald Aberle 93,673.94; Tiffany Stormo 46,002.29; Tim Frewing 64,118.20 Tammy Anderson 14.99/hr; Carol Reuer 15.38/hr; CUSTODIAN: Geraldine Binde 16.32/hr; EDUCATIONAL SERVICES AGENCY 1: Lisa Reinhiller 58,137.38; READING RECOVERY: Kari Nolte 27,566.81; TRANSITION/TECHNOLOGY COORDINATOR/EDUCATIONAL SPECIALIST: Brenda Boyd 55,019.45; SPEECH THERAPY: Christy Busskohl 60,390.53; Linda Conrad 51,088.81; Autumn Culhane 44,896.69; Angel Dubro 19,631.25; Heather Hansen 51,605.39; Alysha Johnson 50,541.00; Cheryl Keller-Knudson 62,989.10; Deb Lauseng 51,053.11; Lois Lux 50,033.11; Carrie Niles 51,219.81; Marci Saathoff 46,049.80; Rochelle Schmidt 48,977.41; Debra Tiefenthaler 62,989.10; Melody Wenz 62,989.10; Rita Wiese 51,053.11; CENTER BASE: Brian Jacobsen 52,108.81; Chris Lather 42,079.66; Sara Lorensberg 48,617.86; EARLY CHILDHOOD: Debra Jensen 47,358.16; Karlette Juhnke 51,053.11; Teresa Landmark 45,774.61; Wendi Lindner 38,460.34; Julie Nelson 51,017.51; SCHOOL PSYCHOLOGISTS: Melissa Gent 54,508.80; Traci Ann Graham 59,670.00; Maria Meyer 63,355.81; Angela Nelson 27,254.40; Shelly Skogstad 57,691.20; PSYCHOLOGICAL EXAMINERS: Nikki Johnson 43,840.00; Kris Street 39,805.79; ACADEMIC EVALUATOR: Jessica Fischer 42,840.00; PHYSICAL THERAPISTS: Nancy Crump 69,943.38; Kari Holden 67,747.52; Kristina Suttan 60,062.03; OCCUPATIONAL THERAPISTS: Stephanie Hayunga 47,613.60; Nicol Huyvaert 55,874.53; Jamie Wiesner 35,892.65; OCCUPATIONAL THERAPISTS ASSISTANTS: Kelsey Kringen 33,883.03; Sarah Whipkey 27,984.77; CENTER BASE PARA EDUCATORS: Abbie Carlson 13.67/hr; Sherri DeBaere 14.88/ hr; Lindsey Groon 13.92/ hr; Dawn Hink 15.21/hr; Shari Peckenpaugh 13.94/hr; Joan Sween 14.05/hr; EXTENDED SCHOOL YEAR 2018: Christy Busskohl 42.005/hr; Linda Conrad 35.57/hr; Sherri DeBaere 14.59/ hr; Jen Deutsch 42.14/hr; Angel Dubro 32.51/hr; Robin Gigov 32.25/hr; Anita Gisselbeck 14.59/hr; Lindsey Groon 13.65/ hr; Heather Hansen 35.93/hr; Deb Jensen 32.98/hr; Alysha Johnson 35.19/hr; Karlette Juhnke 35.55/hr; Cheryl Keller-Knudson 43.86/hr; Emily Koenig 28.11/hr; Teresa Landmark 31.87/hr; Kirby Lamb 29.00/hr; Chris Lather 29.30/hr; Wendi Lindner 35.01/hr; Sara Lorensberg 33.85/hr; Lois Lux 34.84/hr; Emily Martian 29.58/hr; Margo Mortland 36.08/hr; Julie Nelson 35.52/hr; Carrie Niles 35.66/hr; Marci Saathoff 35.63/hr; Kelly Short 28.11/hr; Jenna Sorsen 28.57/hr; Joan Sween 13.77/hr; Debra Tiefenthaler 43.86/hr; Christy VanHeerde 29.69/hr; Cynthia Warkenthien 13.40/hr; Melody Wenz 43.86/hr; Rita Wiese 35.55/hr; Emma Wik 28.11/hr