

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, November 19, 2018

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, November 19, 2018 at Lake Area Technical Institute in Watertown, SD. The meeting was called to order by President Akin at 7:00 P.M. and adjourned at 7:49 P.M.

Members present:

Justin Petersen, Arlington; Cory Aki, Castlewood; Greg Marx, Clark; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Krecia Weinberg, Estelline; Joe Homola, Hamlin; Shane Braaten, Rosholt; Gene Bjorklund, Sioux Valley; Lisa Amdahl, Summit; Art Berger, Waubay; Penny Thyen, Waverly/South Shore; Joel Shoemaker, Webster; Tia Felberg, Willow Lake

Absent:

Misty Fredrickson, Britton-Hecla; Tasina Halbert, Enemy Swim Day School; Kathy Roe, Florence; Paula Blue, Henry; Greg Bich, Iroquois; Jerod Olson, Lake Preston; John Remund, Wilmot

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

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

Agenda review, changes, and approval

Action #18129 Motion by J. Homola, second by C. Knutson, to approve the agenda as presented. All present voting in favor, motion carried.

Introduction of Guests

Justin Rikimoto and Troy Hieb were introduced as a guest.

Conflicts of Interest

No conflicts of interest were presented.

Public Comment

No public comments were presented.

Financial Report

Action #18130 Motion by G. Bjorklund, second by K. Weinberg, to approve the financial report for the period ending October 31, 2018. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
October 1, 2018	\$269,431.14	\$590,329.29	\$22,859.37
<u>Receipts:</u>			
Local Sources	\$53,346.70	\$157,627.02	\$3,664.23
State Sources		\$12,510.72	
Federal Sources		\$212,174.00	
Other	\$10,498.98	\$5,040.67	
<u>Total Monthly Receipts</u>	<u>\$63,845.68</u>	<u>\$387,352.41</u>	<u>\$3,664.23</u>
Total Gross Receipts	\$333,276.82	\$977,681.70	\$26,523.60
Manual Journal Entry	\$-2,291.30		
Less Salaries	\$9,550.44	\$270,765.03	
Less Disbursements	\$12,049.28	\$68,801.29	\$8,155.40
<u>Total Salaries & Disbursements</u>	<u>\$21,599.72</u>	<u>\$308,109.24</u>	<u>\$8,155.40</u>
Ending Cash Balance			
October 31, 2018	\$309,385.80	\$638,115.38	\$18,368.20

Consent Agenda

Action #18131 Motion by J. Homola, second by J. Shoemaker to approve the following items on the consent agenda: 7a) Approval of October 15, 2018 meeting minutes; 7b) Approval of November 2018 claims; 7c) Approval of resignation – Lindsey Groon, paraprofessional at Castlewood Center Base. All present voting in favor, motion carried.

November 2018 Accounts Payable

General Fund: BERNER'S DAKOTA CLUTCH & TRANSMISSION MAINT 201.65; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 257.15; CENEX FLEETCARD MAINT & GAS 5,897.36; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 6.64; CHURCHILL,MANOLIS,FREEMAN, KLUUDT,SHELTON AUDIT LETTER FEE 18.12;DAYS INN K.N. TRAVEL 57.00;DELYLE'S SOUTH 81 SERVICE, INC. MAINT 3,249.25;DUST TEX SERVICE, INC. OCT 18 RUG RENTAL 7.20;EMC INSURANCE VEHICLE COVERAGE 12.60
ESTELLINE COMMUNITY OIL CO. MAINT 75.55;HAIRGROVE, STEPHEN BACKGROUND CHECK 7.46;HAMLIN COUNTY FARMERS COOP FLEET MAINT & GAS 1,114.81;HAMLIN COUNTY PUBLISHING EMPLOY AD 2.80;JOHNSON AUTOMOTIVE MAINT 52.42;JURGENS OIL FLEET MAINT 41.90;NORTHLAND AUTO CENTER MAINT 21.98;NESC PAYROLL NOV 18 9,638.09;OTTER TAIL POWER CO. ELEC 40.39;PEDERSEN, SHANE LAWN CARE 16.80;SANFORD HEALTH PLAN HSA/FSA FEES 9.52;SASD J.A., T.F. TITLE IX REGIS 7.00;TOWN OF HAYTI WATER 4.97;W.W. TIRE SERVICE MAINT 756.01;WATERTOWN FORD CHRYSLER MAINT 51.48;WILLIAM G. NEALE, CPA FY18 AUDIT 1,260.00

Fund Total: \$22,808.15

Special Education Fund: BRITTON-HECLA SCHOOL DISTRICT OCT 18 MI 178.08; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 18,225.63;BUSSKOHLE, CHRISTY ASHA DUES 225.00;CASTLEWOOD SCHOOL DISTRICT OCT 18 USE FEE 826.47;CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 40.79;CHURCHILL,MANOLIS,FREEMAN,KLUUDT,SHELTON AUDIT LETTER FEE 111.28;COMMUNITY TRANSIT, INC. TRANS - SISSETON 10.00;DUST TEX SERVICE, INC. OCT 18 RUG RENTAL 44.21;EMC INSURANCE VEHICLE COVERAGE 77.40;HAIRGROVE, STEPHEN BACKGROUND CHECK 45.79;HAMLIN COUNTY PUBLISHING EMPLOY AD 17.20;HAMLIN SCHOOL DISTRICT OCT 18 USE FEE 883.24;HAYUNGA, STEPHANIE AOTA DUES 225.00;JOHNSON, ALYSHA ASHA DUES 225.00;JUTTINGS GROCERY CB SUPP - HAMLIN 9.49;PARENT OCT 18 MI 110.88;NESC IMPREST 421.67;NESC PAYROLL NOV 18 270,856.42;OTTER TAIL POWER CO. ELEC 248.09;PEDERSEN, SHANE LAWN CARE 103.20;SANDLER, LOUIS BCBA SERV 3,000.00;SANFORD HEALTH PLAN HSA/FSA FEES 58.48;SASD J.A., T.F. TITLE IX REGIS 43.00; TOWN OF HAYTI WATER 30.53; WEBSTER SCHOOL DISTRICT OCT 18 USE FEE 535.09; WIESE, RITA OCT 18 HOME VISITS - MI 23.94; WILLIAM G. NEALE, CPA FY18 AUDIT 7,740.00

Fund Total: \$304,315.88

Discussion Items

Audit Report for FY18

Troy Hieb with William Neale & Co. P.C. presented FY18 audit report.

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Aberle gave his monthly report.

Assessment Formula

Discussion was held on the assessment formula with each board member to go back to their districts to have further discussion at their local level.

Restroom Renovation

Discussion was held on renovating the administration office restroom.

Executive Session

Action #18132 Pursuant to – Personal SDCL 1-25-2(1) Discussing the qualifications, competence, performance, character or fitness of any public officer or employee or prospective public officer or employee.

Motion by J. Petersen, second by J. Homola to enter executive session at 7:39 P.M. All present voting in favor, motion carried.

President Akin declared the board out of executive session at 7:47 A.M.

Action Items

Approve of Audit Report for FY18

Action #18133 Motion by J. Homola, second by A. Schuurman to approve audit report for FY18. All present voting in favor, motion carried.

Approval of Work Agreement

Action #18134 Motion by C. Knutson, second by G. Bjorklund to approval of work agreement – Baily Mack, paraprofessional at Castlewood Center Base, \$13.50/hr. All present voting in favor, motion carried.

Termination of Work Agreement

Action #18135 Motion by J. Shoemaker, second by G. Marx to approve termination of work agreement effective November 12, 2018 – Jodi Dooley. All present voting in favor, motion carried.

Approval of Quote

Action #18136 Motion by A. Schuurman, second by J. Homola to approve quote from Paul's Drywall and Design - \$750 for restroom renovation. All present voting in favor, motion carried.

Adjournment

Action #18137 With there being no further business, motion by J. Petersen, 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, December 17, 2018 at 7:00 P.M.

Cory Akin, President

Tiffany Stormo, Business Manager