

December 13, 2018

## **Hello NESC Board of Directors**

### **Meeting Location:**

Our December meeting will be held Monday, December 17, 2018 in Watertown, SD. **The meeting will be held at Lake Area Technical Institute.** The meeting will begin at **7:00 P.M.**

**Cory Akin**  
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

December 17, 2018

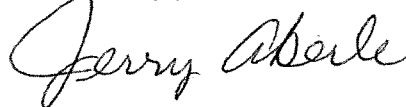
Dear NESC Board Members:

Our December board meeting will be held on Monday, December 17, 2018. 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: December 17, 2018

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. Public Comment
6. Approval of November 2018 financial report
7. Consent Agenda
  - a. Approval of November 19, 2018 meeting minutes
  - b. Approval of payment of December 2018 budget claims
  - c. Approval of work agreement—Michelle Meier, Paraprofessional at Hamlin Center Base; \$13.50 per hour
  - d.
  - e.
8. Discussion Items
  - a. Assistant Director report
  - b. Director report
  - c. Assessment formula—By Law 5.2
  - d. Director evaluation
  - e. Business Manager evaluation
  - f. Lighting project
  - g. Premium increase for life insurance
  - h.
  - i.
9. Action Items
  - a. Increase monthly insurance allocation to \$738.04 for Unit 1 & 2 members and classified staff
  - b. Approve By Law 5.2
  - c.
  - d.
10. Executive Session (If needed)

**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.**

**FOR AUDIO ACCESSIBILITY ONLY FOR THIS MEETING PLEASE DIAL 605-874-6338. YOU WILL THEN BE PROMPTED TO ENTER YOUR CONFERENCE IDENTIFICATION NUMBER. THIS NUMBER IS #43631**

## Agenda Explanation

1. Call to order
2. Agenda review, changes, and approval
3. Introduction of guests
4. Conflicts of Interest
5. Public Comment
6. Approval of November 2018 financial report
7. Consent Agenda
  - a. Approval of November 19, 2018 meeting minutes. Please review enclosed minutes.
  - b. Approval of payment of December 2018 budget claims. Please review the enclosed budget claims.
  - c. Approval of work agreement—Michelle Meier, Paraprofessional at Hamlin Center Base; \$13.50 per hour. Michelle will be working as a paraprofessional at the Hamlin Center Base.
  - d.
  - e.
8. Discussion Items
  - a. Assistant Director report.
  - b. Director report.
  - c. Assessment formula—By Law 5.2. Board members were to have a discussion at their local district concerning the assessment formula.
  - d. Director evaluation. Board members are to complete and return to the vice president on or before January 16, 2019.
  - e. Business Manager evaluation. Board members are to complete and return to the vice president on or before January 16, 2019.
  - f. Lighting project. I would like for the board to have a discussion on the possibility of the NESC offices moving to LED lighting.
  - g. Premium increase for life insurance. We were notified that the premium for the life insurance offered as a benefit to our employees is increasing.
9. Action Items
  - a. Increase monthly insurance allocation to \$738.04 for Unit 1 and 2 members and classified staff.
  - b. Approve By Law 5.2.
10. Executive Session (If needed)

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE**  
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS, AND CASH BALANCES

	General Fund (10)	Special Education Fund (22)	Agency Fund (71)	TOTAL ALL FUNDS
<b>CASH BALANCE</b>				
November 1, 2018	\$309,385.80	\$638,115.38	\$18,368.20	\$965,869.38
Receipts:				
<b>Local Sources:</b>				
1312 Center Base Tuition		\$56,522.88		\$56,522.88
1332 Extended School Year Tuition				\$0.00
1510 Interest	\$21.52	\$837.80		\$859.32
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				\$0.00
1990 SPED Assessments	\$1,345.67	\$100,816.03		\$102,161.70
1990 Reading Recovery	\$2,142.84			\$2,142.84
1990 Reading Recovery-Other LEAs	\$8,487.20			\$8,487.20
1990 Miscellaneous			\$6,984.69	\$6,984.69
1990 Northern Plains				\$0.00
1990 Special Projects-Indirect Cost				\$0.00
1990 Drug & Alcohol Pool				\$0.00
1990 Expensed Mileage				\$0.00
<b>State Sources:</b>				
3119 Grants-in-Aid: Ed. Specialist				\$0.00
3900 Part C Funds		\$3,086.88		\$3,086.88
3900 Part B Funds				\$0.00
3900 ESA 1				\$0.00
<b>Federal Sources:</b>				
4152 Title IIB (SD COUNTS)				\$0.00
4175 IDEA Part B 611		\$139,630.00		\$139,630.00
4175 IDEA Part B 611-Private				\$0.00
4186 IDEA Part B 619		\$3,186.00		\$3,186.00
<b>Other Receipts:</b>				
120 Accounts Receivable				\$0.00
140 Due from other Governments		\$7,150.20		\$7,150.20
Other Receipts	\$421.30			\$421.30
<b>Total Monthly Receipts</b>	<b>\$12,418.53</b>	<b>\$311,229.79</b>	<b>\$6,984.69</b>	<b>\$330,633.01</b>
Balance Frwd plus Revenue to date	\$321,804.33	\$949,345.17	\$25,352.89	\$1,296,502.39
Manual Journal Entry				\$0.00
Manual Journal Entry Revenue				\$0.00
<b>Less Salaries &amp; Disbursements</b>				
Salaries	\$9,638.09	\$270,856.42		\$280,494.51
Disbursements	\$13,170.06	\$33,459.46	\$7,247.04	\$53,876.56
<b>Less Total Salaries &amp; Disbursements</b>	<b>\$22,808.15</b>	<b>\$304,315.88</b>	<b>\$7,247.04</b>	<b>\$334,371.07</b>
<b>CASH BALANCE</b>				
November 30, 2018	<b>\$298,996.18</b>	<b>\$645,029.29</b>	<b>\$18,105.85</b>	<b>\$962,131.32</b>

**Balance Sheet**

Clearing Account XX-101-002	\$20.00	\$5.93	\$0.00	\$25.93
Checking Account XX-101	\$1,589.28	\$188,294.10	\$10,600.39	\$200,483.77
Money Market Savings XX-105	\$297,386.90	\$373,436.19	\$7,505.46	\$678,328.55
Certificates of Deposit XX-106	\$0.00	\$78,293.07	\$0.00	\$78,293.07
Imprest XX-108	\$0.00	\$5,000.00	\$0.00	\$5,000.00
<b>TOTALS</b>	<b>\$298,996.18</b>	<b>\$645,029.29</b>	<b>\$18,105.85</b>	<b>\$962,131.32</b>
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00

Regular; Processing Month 11/2018; 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	325.00	21.52	394.80	121.48	(69.80)
10 1941 014	ESA 1 LEA ASSESSMENTS	0.00	0.00	0.00	0.00	0.00
10 1941 015	ESA-1 REVENUE OTHER SOURCES-LEAs	81,374.41	0.00	81,374.41	100.00	0.00
10 1941 017	SHARED SERVICES GRANT	42,203.66	0.00	0.00	0.00	42,203.66
10 1990 009	NON-SP.ED. ASSESSMENTS	16,147.92	1,345.67	6,728.35	41.67	9,419.57
10 1990 012	READING RECOVERY ASSESSMENTS	37,964.67	2,142.84	22,964.94	60.49	14,999.73
10 1990 013	READING RECOVERY-OTHER LEAs	8,487.20	8,487.20	8,487.20	100.00	0.00
10 1990 018	MISCELLANEOUS	0.00	0.00	(2,291.30)	0.00	2,291.30
10 1990 020	NORTHERN PLAINS	0.00	0.00	0.00	0.00	0.00
10 1990 073	D&A POOL ASSESSMENTS	15,000.00	0.00	9,240.25	61.60	5,759.75
10 1990 200	EXPENSED MILEAGE FROM SPED	259,960.00	0.00	49,776.04	19.15	210,183.96
Subtotal: LOCAL SOURCES		461,462.86	11,997.23	176,674.69	38.29	284,788.17
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 4152 016	TITLE II PART B SD COUNTS	0.00	0.00	0.00	0.00	0.00
Subtotal: FEDERAL 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	5,902.88	0.00	(5,902.88)
10 5140	COMPENSATION FOR LOSS OF ASSET	0.00	0.00	0.00	0.00	0.00
Subtotal: 5000		0.00	0.00	5,902.88	0.00	(5,902.88)
Fund Total:		461,462.86	11,997.23	182,577.57	39.56	278,885.29

Regular; Processing Month 11/2018; 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	511,240.27	56,522.88	175,782.98	34.38	335,457.29
22 1312 100	TUITION-ESY	95,282.75	0.00	0.00	0.00	95,282.75
22 1510	INTEREST	1,700.00	837.80	1,939.02	114.06	(239.02)
22 1990 002	MISCELLANEOUS-CENTER BASE	0.00	0.00	0.00	0.00	0.00
22 1990 003	SPED ASSESSMENTS	1,209,791.82	100,816.03	504,080.15	41.67	705,711.67
22 1990 018	MISCELLANEOUS	5,000.00	(10.00)	110.51	2.21	4,889.49
22 1990 019	SPECIAL PROJECTS INDIRECT COSTS	5,000.00	0.00	0.00	0.00	5,000.00
Subtotal: LOCAL SOURCES		1,828,014.84	158,166.71	681,912.66	37.30	1,146,102.18
22 3119 071	STATE GRANTS-IN-AID: ED.SPEC.	128,448.70	0.00	4,242.20	3.30	124,206.50
22 3900 013	STATE REVENUE: PART C FUNDS	40,000.00	3,086.88	19,642.07	49.11	20,357.93
22 3900 014	STATE REVENUE: PART B FUNDS	4,500.00	0.00	7,938.10	176.40	(3,438.10)
Subtotal: STATE SOURCES		172,948.70	3,086.88	31,822.37	18.40	141,126.33
22 4175 475	REGULAR IDEA PART B 611	1,746,092.00	139,630.00	348,618.00	19.97	1,397,474.00
22 4175 476	REGULAR IDEA PART B 611-PRIVATE SCHOOL	3,089.00	0.00	0.00	0.00	3,089.00
22 4186 486	REGULAR IDEA PART B 619	49,730.00	3,186.00	6,372.00	12.81	43,358.00
Subtotal: FEDERAL SOURCES		1,798,911.00	142,816.00	354,990.00	19.73	1,443,921.00
22 5110	OPERATING TRANSFER IN	50,000.00	0.00	0.00	0.00	50,000.00
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		50,000.00	0.00	0.00	0.00	50,000.00
Fund Total:		3,849,874.54	304,069.59	1,068,725.03	27.76	2,781,149.51

**Revenue Summary Report**  
Processing Month: 11/2018

Regular; Processing Month 11/2018; 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:	4,311,337.40	316,066.82	1,251,302.60	29.02	3,060,034.80



Account Number	Account Description	BUDGET	CURRENT MO.EXP.	EXP. TO DATE	% OF BUDGET	BALANCE AT EOM
<b>10</b>	<b>GENERAL FUND</b>					
1111	READING RECOVERY	\$46,451.87	\$2,608.75	\$15,241.65	32.81	\$31,210.22
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$123,578.08	\$2,935.27	\$15,765.02	12.76	\$107,813.06
2227	TECHNOLOGY SUPPORT	\$7,745.48	\$373.07	\$2,402.10	31.01	\$5,343.38
2319	BOARD OF EDUCATION SERVICES	\$11,870.87	\$1,356.92	\$10,241.21	86.27	\$1,629.66
2329	ADMINISTRATION	\$42,938.30	\$2,976.78	\$15,735.03	36.65	\$27,203.27
2529	ADMINISTRATION-FISCAL SERVICES	\$11,208.26	\$931.25	\$4,870.58	43.46	\$6,337.68
2542	OPERATION & MAINTENANCE BLDGS.	\$6,953.00	\$162.40	\$1,450.82	20.87	\$5,502.18
2545	VEHICLE SERVICE	\$221,217.00	\$11,042.41	\$104,186.74	47.10	\$117,030.26
2551	DRUG & ALCOHOL TESTING POOL	\$15,000.00	\$0.00	\$1,160.54	7.74	\$13,839.46
8110	OPERATING TRANSFERS OUT	\$50,000.00	\$0.00	\$0.00	0.00	\$50,000.00
<b>10</b>	<b>GENERAL FUND</b>	<b>\$536,962.86</b>	<b>\$22,386.85</b>	<b>\$171,053.69</b>	<b>31.86</b>	<b>\$365,909.17</b>
<b>22</b>	<b>SPECIAL EDUCATION FUND</b>					
1221	EXTENDED SCHOOL YEAR	\$98,371.75	\$0.00	\$86,657.32	88.09	\$11,714.43
1223	CENTER BASE DAY PROGRAMS	\$511,240.26	\$48,061.26	\$149,953.66	29.33	\$361,286.60
1226	EARLY CHILDHOOD SERVICES	\$339,387.35	\$24,426.39	\$84,872.55	25.01	\$254,514.80
1227	PROLONGED ASSISTANCE PROGRAMS	\$0.00	\$0.00	\$0.00	0.00	\$0.00
2129	TRANSITION SUPPORT SERVICES	\$24,768.55	\$1,851.46	\$10,264.12	41.44	\$14,504.43
2142	PSYCHOLOGICAL SERVICES	\$672,102.28	\$42,752.40	\$161,641.89	24.05	\$510,460.39
2152	SPEECH PATHOLOGY SERVICES	\$1,079,309.51	\$81,859.62	\$273,344.80	25.33	\$805,964.71
2171	PHYSICAL THERAPY	\$313,487.72	\$22,201.33	\$112,802.03	35.98	\$200,685.69
2172	OCCUPATIONAL THERAPY	\$481,488.24	\$36,662.83	\$140,694.08	29.22	\$340,794.16
2213	PROFESSIONAL DEVELOPMENT/PRESERVICE&TCAP	\$5,443.78	\$0.00	\$0.00	0.00	\$5,443.78
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$128,448.70	\$8,725.97	\$40,279.83	31.36	\$88,168.87
2227	TECHNOLOGY SUPPORT	\$47,579.34	\$2,117.36	\$13,884.14	29.18	\$33,695.20
2319	BOARD OF EDUCATION SERVICES	\$72,921.09	\$8,335.29	\$58,126.42	79.71	\$14,794.67
2329	ADMINISTRATION	\$263,764.02	\$17,872.57	\$98,948.17	37.51	\$164,815.85
2529	ADMINISTRATION-FISCAL SERVICES	\$68,850.69	\$5,720.52	\$29,681.06	43.11	\$39,169.63
2542	OPERATION & MAINTENANCE BLDGS.	\$42,711.26	\$977.59	\$8,796.30	20.59	\$33,914.96
<b>22</b>	<b>SPECIAL EDUCATION FUND</b>	<b>\$4,149,874.54</b>	<b>\$301,564.59</b>	<b>\$1,269,946.37</b>	<b>30.60</b>	<b>\$2,879,928.17</b>
	<b>Grand Total:</b>	<b>\$4,686,837.40</b>	<b>\$323,951.44</b>	<b>\$1,441,000.06</b>	<b>30.75</b>	<b>\$3,245,837.34</b>

Activity Fund Balance Report - Summary - Exclude Encumbrances  
 11/2018 - 11/2018

Regular; Beginning Month 11/2018; Processing Month 11/2018; Fund Number 71

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	(79.00)	256.00	0.00	0.00	(335.00)
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	2,175.72	0.00	0.00	0.00	2,175.72
71 415 806	SPECIAL OLYMPICS SD-AMT HELD FOR OTHERS	8,555.37	2,690.98	4,180.00	0.00	10,044.39
71 415 850	ELABO-AMT HELD FOR OTHERS	0.00	0.00	0.00	0.00	0.00
71 430 800	IMPREST ACCOUNT	4,578.33	2,715.12	421.67	0.00	2,284.88
71 453	SANFORD FLEX	1,740.22	3,902.54	2,383.02	0.00	220.70
71 704 005	FUND BALANCE - UNDESIGNATED	0.00	0.00	0.00	0.00	0.00
71 760	UNASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00	0.00
Fund Total: 71		18,368.20	9,564.64	6,984.69	0.00	15,788.25

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>
<b>October 1, 2018</b>	<b>\$269,431.14</b>	<b>\$590,329.29</b>	<b>\$22,859.37</b>
<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 &amp; Disbursements</u>	<u>\$21,599.72</u>	<u>\$308,109.24</u>	<u>\$8,155.40</u>
<b>Ending Cash Balance</b>			
<b>October 31, 2018</b>	<b>\$309,385.80</b>	<b>\$638,115.38</b>	<b>\$18,368.20</b>

#### 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, KLUDT,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;BUSSKOHL, 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,KLUDT,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.

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**Cory Akin, President**

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**Tiffany Stormo, Business Manager**

Northeast Educational Services Cooperative

DECEMBER 2018 INVOICES

GENERAL FUND - 10

AAA PURE WATER	WATER FILTER	25.83
BERNER'S DAKOTA CLUTCH & TRANSMISSION	MAINT	169.60
BROOKINGS AUTO MALL	MAINT	42.88
CENEX FLEETCARD	FLEET MAINT & GAS	5,362.41
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	5.17
CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON	FREEMAN SERVICES	57.29
DAYS INN	K.N. TRAVEL	57.00
DELYLE'S SOUTH 81 SERVICE, INC.	MAINT	784.34
DON'S BODY SHOP	MAINT	40.00
DUST TEX SERVICE, INC.	NOV 18 RUG RENTAL	7.20
ESTELLINE COMMUNITY OIL CO.	MAINT	132.88
HAMLIN COUNTY FARMERS COOP	MAINT & GAS	1,760.41
HAMLIN COUNTY PUBLISHING	EMPLOY AD	4.20
JOHNSON AUTOMOTIVE	MAINT	34.42
LAKE CITY FIRE EQUIPMENT	ANNUAL MAINT	2.09
MACK, BAILY	BACKGROUND CHECK	7.45
NESC IMPREST	IMPREST	2,108.80
NESC PAYROLL	DEC 18	9,600.51
NORTHLAND AUTO CENTER	MAINT	37.76
OTTER TAIL POWER CO.	ELEC	86.76
PALMLUND AUTOMOTIVE	MAINT	42.69
SANFORD HEALTH PLAN	HSA/FSA FEES	9.52
STRUCKMAN, JANET	BACKGROUND CHECK	7.45
TOWN OF HAYTI	WATER	4.97
W.W. TIRE SERVICE	MAINT	146.59
WEBSTER AUTO CARE	MAINT	77.34
<u>GENERAL FUND TOTAL:</u>		<u>20,615.56</u>

SPECIAL EDUCATION FUND - 22

AAA PURE WATER	WATER FILTER	158.67
BLACK HILLS SPECIAL SERVICES COOP	PROF SERVICES	750.00
BRITTON-HECLA SCHOOL DISTRICT	NOV 18 MIL	66.36
CASTLEWOOD SCHOOL DISTRICT	NOV 18 USE FEE	677.33
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	31.78
CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON	FREEMAN SERVICES	351.95

COMMUNITY TRANSIT, INC.	TRANS - SISSETON	38.76
DUST TEX SERVICE, INC.	NOV 18 RUG RENTAL	44.21
HAMLIN COUNTY PUBLISHING	EMPLOY AD	25.80
HAMLIN SCHOOL DISTRICT	NOV 18 USE FEE	883.24
LAKE CITY FIRE EQUIPMENT	ANNUAL MAINT	12.82
MACK, BAILY	BACKGROUND CHECK	45.80
PARENT	NOV 18 MI	95.76
NESC IMPREST	IMPREST	606.32
NESC PAYROLL	DEC 18	270,299.65
OTTER TAIL POWER CO.	ELEC	532.94
SANDLER, LOUIS	BCBA SERIVICES	1,200.00
SANFORD HEALTH PLAN	HSA/FSA FEES	58.48
STRUCKMAN, JANET	BACKGROUND CHECK	45.80
TOWN OF HAYTI	WATER	30.53
WEBSTER SCHOOL DISTRICT	NOV 18 USE FEE	535.09
WIESE, RITA	NOV 18 HOME VISITS - MI	34.86
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>276,526.15</u>
<u>DECEMBER 2018 INVOICES TOTAL:</u>		<u>297,141.71</u>



Northeast Educational Services Cooperative

DECEMBER 2018 BMO INVOICES

GENERAL FUND - 10

HARRY K CHEVROLET	MAINT	385.94
HY-VEE FOOD STORE	BOA 11-7-18 TAX INCLUDED	6.02
ITC TELECOM	NOV PHONE SERVICE	172.32
PUBLIC OPINION	MINUTES	24.44
RON'S SERVICE	MAINT	116.00
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	2.35
VERIZON WIRELESS	OCT CELL SERVICE	63.51

GENERAL FUND TOTAL:

770.58

SPECIAL EDUCATION FUND - 22

AMAZON	SLP SUPP	175.20
APPLE INC.	CB SUPP - CASTLE	31.92
BAYMONT INN	L.R. ED SPEC TRAVEL	114.00
BEST WESTERN LEE'S MOTOR INN	B.B. ED SPEC TRAVEL	60.00
COUNTRY INN & SUITES	L.R. ED SPEC TRAVEL	57.00
CROSS ROADS INN	B.B. ED SPEC TRAVEL	110.00
HOLIDAY INN EXPRESS & SUITES	B.B. ED SPEC TRAVEL	189.00
HY-VEE FOOD STORE	BOA 11-7-18	93.28
ITC TELECOM	NOV PHONE SERVICE	309.10
MARSHALL CO. HEALTHCARE CENTER	OCT PT/OT SERVICES	7,111.08
MULTI-HEALTH SYSTEMS, INC.	PYSCH SUPP	480.00
PEARSON EDUCATION	OT SUPP	230.10
PRO-ED	OT SUPP	139.70
PUBLIC OPINION	MINUTES	150.16
SANFORD WEBSTER MEDICAL CENTER	OCT OT SERVICES	9,691.81
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	76.04
VERIZON WIRELESS	OCT CELL SERVICE	173.17
WAL-MART	CB SUPP - CASTLE	36.59
WRANGLER INN	L.R. ED SPEC TRAVEL	55.00

SPECIAL EDUCATION FUND TOTAL:

19,283.15

AGENCY FUND - 71

COUNTRY INN SUITES	SP OLYM TRAVEL	1,881.00
FLYING J #716	SP OLYM FUEL	45.60
HAMLIN COUNTY FARMERS COOP	SP OLYM FUEL	28.70

AGENCY FUND TOTAL:

1,955.30

DECEMBER 2018 BMO INVOICES TOTAL:

22,009.03

# Transaction Search - Company

All amounts are tax inclusive and displayed in their billing currency

As an administrator you may make adjustments to these transactions

BMO, Statement Period 11/06/2018 to 12/05/2018

## Mapped Cards

### Boyd Brenda

Posting Date	Tran Date	Account	Supplier	Amount		
11/08/2018	11/06/2018	XXXX-XXXX-XXXX-9401	Mitchell Holiday Inn E	189.00	?	!
11/14/2018	11/12/2018	XXXX-XXXX-XXXX-9401	Ca And Sd Hotel Stay	165.00	?	!
11/15/2018	11/14/2018	XXXX-XXXX-XXXX-9401	Ca And Sd Hotel Stay	-55.00	?	!
11/15/2018	11/14/2018	XXXX-XXXX-XXXX-9401	Lee S Motor Inn	60.00	?	!
11/16/2018	11/15/2018	XXXX-XXXX-XXXX-9401	Ron S Service	116.00	?	!
11/16/2018	11/15/2018	XXXX-XXXX-XXXX-9401	Harry K Chevrolet Buic	385.94	?	!
11/26/2018	11/26/2018	XXXX-XXXX-XXXX-9401	Payment - Auto Payment Received-Thank You	-713.00		
			Debit Total USD	915.94		
			Credit Total USD	-768.00		
			Total USD	147.94		

### Center Base Castlewood

Posting Date	Tran Date	Account	Supplier	Amount		
11/26/2018	11/26/2018	XXXX-XXXX-XXXX-7846	Payment - Auto Payment Received-Thank You	-55.89		
12/04/2018	12/03/2018	XXXX-XXXX-XXXX-7846	Wm Supercenter #1500	12.05	?	!
12/04/2018	12/03/2018	XXXX-XXXX-XXXX-7846	Wal-Mart #1500	24.54	?	!
			Debit Total USD	36.59		
			Credit Total USD	-55.89		
			Total USD	-19.30		

### Center Base Hamlin

Posting Date	Tran Date	Account	Supplier	Amount		
11/13/2018	11/12/2018	XXXX-XXXX-XXXX-7820	Hy Vee 1871	56.33	?	!
11/21/2018	11/20/2018	XXXX-XXXX-XXXX-7820	Apl* Itunes.Com/Bill	5.31	?	!
			Debit Total USD	61.64		
			Credit Total USD	0.00		
			Total USD	61.64		

### Aberle Jerry

Posting Date	Tran Date	Account	Supplier	Amount		
11/08/2018	11/07/2018	XXXX-XXXX-XXXX-7027	Hy Vee 1871	42.97	?	!

11/08/2018	11/07/2018	XXXX-XXXX-XXXX-7027	Hy Vee 1871	-43.92	?	!
11/08/2018	11/07/2018	XXXX-XXXX-XXXX-7027	Hy Vee 1871	43.92	?	!
11/26/2018	11/26/2018	XXXX-XXXX-XXXX-7027	Payment - Auto Payment Received-Thank You	-21.30		
			Debit Total USD	86.89		
			Credit Total USD	-65.22		
			Total USD	21.67		

**Reinhiller Lisa**

Posting Date	Tran Date	Account	Supplier	Amount		
11/09/2018	11/08/2018	XXXX-XXXX-XXXX-1409	Wrangler Inn	55.00	?	!
11/26/2018	11/26/2018	XXXX-XXXX-XXXX-1409	Payment - Auto Payment Received-Thank You	-449.00		
11/29/2018	11/28/2018	XXXX-XXXX-XXXX-1409	Baymont Inn	114.00	?	!
11/30/2018	11/30/2018	XXXX-XXXX-XXXX-1409	Country Inn & Suites B	57.00	?	!
			Debit Total USD	226.00		
			Credit Total USD	-449.00		
			Total USD	-223.00		

**Admin Nesc**

Posting Date	Tran Date	Account	Supplier	Amount		
11/08/2018	11/05/2018	XXXX-XXXX-XXXX-5997	Multi-Health Systems	480.00	?	!
11/26/2018	11/26/2018	XXXX-XXXX-XXXX-5997	Payment - Auto Payment Received-Thank You	-136.80		
			Debit Total USD	480.00		
			Credit Total USD	-136.80		
			Total USD	343.20		

**Special Olympics Nesc**

Posting Date	Tran Date	Account	Supplier	Amount		
11/19/2018	11/18/2018	XXXX-XXXX-XXXX-9475	Pilot 00007161	45.60	?	!
11/19/2018	11/18/2018	XXXX-XXXX-XXXX-9475	Country Inn And Suites	1,881.00	?	!
11/21/2018	11/19/2018	XXXX-XXXX-XXXX-9475	Hamlin County Farmers	28.70	?	!
11/26/2018	11/26/2018	XXXX-XXXX-XXXX-9475	Payment - Auto Payment Received-Thank You	-54.23		
			Debit Total USD	1,955.30		
			Credit Total USD	-54.23		
			Total USD	1,901.07		

**Psychology 2 School**

Posting Date	Tran Date	Account	Supplier	Amount		
11/26/2018	11/26/2018	XXXX-XXXX-XXXX-2168	Payment - Auto Payment Received-Thank You	-70.00		
			Debit Total USD	0.00		
			Credit Total USD	-70.00		
			Total USD	-70.00		

**Stormo Tiffany**

Posting Date	Tran Date	Account	Supplier	Amount		
11/06/2018	11/05/2018	XXXX-XXXX-XXXX-0837	Amazon.Com*m82cu6500	9.98	?	!

11/07/2018	11/07/2018	XXXX-XXXX-XXXX-0837	Ncs Pearson	116.10	?
11/14/2018	11/13/2018	XXXX-XXXX-XXXX-0837	Amazon.Com*m88oo1km1	42.99	?
11/14/2018	11/13/2018	XXXX-XXXX-XXXX-0837	Pro Ed Inc	139.70	?
11/15/2018	11/14/2018	XXXX-XXXX-XXXX-0837	Marshall County Health	7,111.08	?
11/15/2018	11/14/2018	XXXX-XXXX-XXXX-0837	Sanford Credit Card Pm	9,691.81	?
11/15/2018	11/15/2018	XXXX-XXXX-XXXX-0837	Watertown Public Opini	174.60	?
11/15/2018	11/15/2018	XXXX-XXXX-XXXX-0837	Vzwrlls*my Vz Vb P	236.68	?
11/16/2018	11/15/2018	XXXX-XXXX-XXXX-0837	Interstate Telecomm Co	481.42	?
11/20/2018	11/19/2018	XXXX-XXXX-XXXX-0837	Int*in *time Managemen	78.39	?
11/21/2018	11/20/2018	XXXX-XXXX-XXXX-0837	Amzn Mktp Us*m06z01fv1	47.27	?
11/26/2018	11/26/2018	XXXX-XXXX-XXXX-0837	Payment - Auto Payment Received-Thank You	-17,292.79	
11/30/2018	11/30/2018	XXXX-XXXX-XXXX-0837	ApI* Itunes.Com/Bill	26.61	?
12/03/2018	12/03/2018	XXXX-XXXX-XXXX-0837	Amzn Mktp Us*m02vk2xr2	74.96	?
12/05/2018	12/05/2018	XXXX-XXXX-XXXX-0837	Ncs Pearson	114.00	?
				Debit Total USD	18,345.59
				Credit Total USD	-17,292.79
				Total USD	1,052.80

**INVOICE**

December 05, 2018

Northeast Educational  
310 5th Street  
Hayti, SD 57241  
ATTN: Tiffany Stormo

**Invoice Number: 703531-1812**  
**Invoice Amount: \$ 22,009.03**

This invoice amount represents the total balances of all Corporate Card accounts for the billing period ending December 05, 2018.

Your payment is due **December 26, 2018**.

Payment will be automatically withdrawn from your bank account if your organization has pre-arranged payment. If not, please remit payment by electronic means or by mailing a cheque for the invoice amount to the appropriate address below. Payments must be sent with a detailed breakdown of how the payment needs to be applied, including the 16 digit card numbers and the total amount to be paid to each individual card.

BMO Harris Accounts	Diners Club Accounts
Payment By Mail	Payment By Mail
BMO Harris Corporate Card - Payment P.O Box 71878 Chicago, IL 60694-1878	Diners Club Corporate Card - Payment 39966 Treasury Center Chicago, IL 60694-9900
Payment By Overnight Delivery	Payment By Overnight Delivery
Conduent, Inc. c/o BMO Harris Corporate Card - Payment - BMO Harris LBX 71878 141 W Jackson Blvd/Suite 1000 Chicago, IL 60604	Conduent, Inc. c/o BMO Harris Corporate Card - Payment Diner's Club LBX 39966 141 W Jackson Blvd/Suite 1000 Chicago, IL 60604

If you have any questions regarding this invoice or supporting documents, please contact Corporate Client Services:

BMO Harris Accounts	Diners Club Accounts
By phone: 1-800-844-6445	By phone: 1-866-865-7271
By e-mail: ebsclientservices@bmo.com	By e-mail: dinersclub.services@bmo.com

Thank you for your continued business.



Please attach a copy of this invoice or the information below this line with your cheque payment.

Northeast Educational  
310 5th Street  
Hayti, SD 57241

Invoice Number: 703531-1812  
Amount Paid: \$ 22,009.03  
Payment Due Date: December 26, 2018

**5.2** All program costs not supported by state and/or federal sources, with the exception of the Advisory board members' mileage and the Board of Directors' expenses (to include salary, social security and mileage), will be assessed to the member school districts. Administrative, other Governing board expense, Fiscal Services, Capital Acquisitions, and Contingency costs will be distributed fifty percent (50%) on a membership basis and fifty percent (50%) on a special education child count basis. All other program costs will be funded on a special education child count basis. Non-special education services are provided based on a general fund assessment to member districts on a per pupil basis. Also, for billing purposes, operational and other administrative costs will be allocated to each of the services provided. Member school districts shall make monthly payments. Membership will be defined as equal distribution of costs to each member district. Per pupil basis will be defined by the K-12 enrollment as of December 1 of the prior school year. Special education child count basis will be defined as the total number of students identified as being on an Individual Education Program (IEP) as of December 1 of the prior school year. Member school districts will be responsible for submitting this information to the NESC Business Manager at the time it is collected. This By-Law will be reviewed every three years with the next review being in 2018-2019. Any changes resulting from the review will become effective the ensuing school year. (Adopted 11-16-2009)

1<sup>st</sup> Review—2012-13

2<sup>nd</sup> Review—2015-16

3<sup>rd</sup> Review—2018-19

Prior to 2010-11 school year, the special education and general fund assessment was calculated using a per pupil basis. Per pupil was defined as the K-12 enrollment (general education) of a district on December 1.

#### **2010-11 school year to current**

##### **Special Education Fund Assessment:**

- ✓ 2 parts to the assessment formula
  - Core Services Assessment
    - Early Childhood, Transition, Psychological Services, Speech Pathology, Physical Therapy, Occupational Therapy, Professional Development, Technology, and Operation & Maintenance of Building
      - Total of these budget items are assessed on a December 1 child count basis
  - 50/50 Assessment
    - Administration, Fiscal Services, Board of Education, and Capital Acquisitions
    - Total of these budget items are assessed in a two-step process
      - ½ of the total will be divided equally among all member districts
      - ½ of the total will be assessed on a December 1 child count basis

##### **General Education Fund Assessment:**

- ✓ Per pupil basis—K-12 enrollment as of December 1

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE  
BOARD OF DIRECTORS MEETING  
Monday, December 17, 2018 - 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. Public Comment
6. Approval of November 2018 financial report
7. Consent Agenda

- a. Approval of November 19, 2018 meeting minutes

BOARD ACTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- b. Approval of payment of December 2018 budget claims

BOARD ACTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- c. Approval of work agreement—Michelle Meier, Paraprofessional at Hamlin Center Base;  
\$13.50 per hour

BOARD ACTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- d. \_\_\_\_\_

BOARD ACTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- e. \_\_\_\_\_

BOARD ACTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Discussion Items

- a. Assistant Director

BOARD ACTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b. Director report

BOARD ACTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

c. Assessment formula –By Law 5.2

BOARD ACTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

d. Director evaluation

BOARD ACTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

e. Business Manager evaluation

BOARD ACTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

f. Lighting project

BOARD ACTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

g. Premium increase for life insurance

BOARD ACTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

h.

BOARD ACTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

i.

BOARD ACTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



9. Action Items

- a. Increase monthly insurance allotments to \$738.04 for Unit 1 & 2 members and classified staff

BOARD ACTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- b. Approve By Law 5.2

BOARD ACTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- c.

BOARD ACTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- d.

BOARD ACTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. Executive Session (If needed)