

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, December 17, 2018

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, December 17, 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 7:46 P.M.

**Members present:**

Jolene King, Arlington; Cory Akin, Castlewood; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Krecia Weinberg, Estelline; Casper Niemann, Hamlin; Paula Blue, Henry; Jerod Olson, Lake Preston; Shane Braaten, Rosholt; Art Berger, Waubay; Penny Thyen, Waverly/South Shore

**Absent:**

Misty Fredrickson, Britton-Hecla; Greg Marx, Clark; Tasina Halbert, Enemy Swim Day School; Kathy Roe, Florence; Greg Bich, Iroquois; Gene Bjorklund, Sioux Valley; Lisa Amdahl, Summit; Joel Shoemaker, Webster; Tia Felberg, Willow Lake; John Remund, Wilmot

**Others Attending:**

NESC Staff Representatives: None present

Member District Superintendents: Brian Jandahl, Elkton; Jim Block, Webster

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 #18138* Motion by C. Knutson, second by C. Niemann to approve the agenda with one addition: 10a) Personnel SDCL 1-25-2 (1). All present voting in favor, motion carried.

**Introduction of Guests**

Brian Jandahl and Jim Block were introduced as a guest.

**Conflicts of Interest**

No conflicts of interest were presented.

**Public Comment**

No public comments were presented.

**Financial Report**

*Action #18139* Motion by C. Niemann, second by A. Schuurman to approve the financial report for the period ending November 30, 2018. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
<b>November 1, 2018</b>	<b>\$309,385.80</b>	<b>\$638,115.38</b>	<b>\$18,368.20</b>
<u>Receipts:</u>			
Local Sources	\$11,997.23	\$158,176.71	\$6,984.69
State Sources		\$3,086.88	
Federal Sources		\$142,816.00	
Other	\$421.30	\$7,150.20	
<u>Total Monthly Receipts</u>	<u>\$12,418.53</u>	<u>\$311,229.79</u>	<u>\$6,984.69</u>
Total Gross Receipts	\$321,804.33	\$949,345.17	\$25,352.89
Manual Journal Entry			
Less Salaries	\$9,638.09	\$270,856.42	
Less Disbursements	\$13,170.06	\$33,459.46	\$7,247.04
<u>Total Salaries &amp; Disbursements</u>	<u>\$22,808.15</u>	<u>\$304,315.88</u>	<u>\$7,247.04</u>
<b>Ending Cash Balance November 30, 2018</b>	<b>\$298,996.18</b>	<b>\$645,029.29</b>	<b>\$18,105.85</b>

### Consent Agenda

*Action #18140* Motion by A. Schuurman, second by P. Blue to approve the following items on the consent agenda: 7a) Approval of November 19, 2018 meeting minutes with the change of members present Aki to Akin ; 7b) Approval of December 2018 claims; 7c) Approval of work agreement – Michelle Meier, paraprofessional at Hamlin Center Base. All present voting in favor, motion carried.

### December 2018 Accounts Payable

**General Fund:** AAA PURE WATER WATER FILTER 25.83; BERNER'S DAKOTA CLUTCH & TRANSMISSION MAINT 169.60; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 770.58; BROOKINGS AUTO MALL MAINT 42.8; 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 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

**Fund Total: \$21,386.14**

**Special Education Fund:** AAA PURE WATER WATER FILTER 158.67; BLACK HILLS SPECIAL SERVICES COOP PROF SERVICES 750.00; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 19,283.15; 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 606.32; NESC PAYROLL DEC 18 270,299.65; OTTER TAIL POWER CO. ELEC 532.94; SANDLER, LOUIS BCBA SERVICES 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

**Fund Total: \$295,809.30**

**Discussion Items**

**Assistant Director's Report**

Assistant Director Frewing gave his monthly report.

**Director's Report**

Director Aberle gave his monthly report.

**Assessment Formula – By Law 5.2**

Discussion was held on the assessment formula.

**Director Evaluation**

Director evaluations were passed out. They should be mailed back to Vice-President Knutson prior to January 16<sup>th</sup> to review at January Board Meeting.

**Business Manager Evaluation**

Business Manager evaluations were passed out. They should be mailed back to Vice-President Knutson prior to January 16<sup>th</sup> to review at January Board Meeting.

**Lighting Project**

Discussion was held on renovating the light fixtures to LED lighting.

**Premium Increase for life insurance**

Discussion was held on life insurance rate increase as of January 2019.

**Action Items**

**Increase monthly allocations**

*Action #18141* Motion by J. King, second by C. Niemann to approve allocation increase from \$736.77 to \$738.04 for Units 1 & 2 and classified staff. All present voting in favor, motion carried.

**Approve By Law 5.2**

*Action #18142* Motion by A. Schuurman, second by A. Berger to approve By Law 5.2 with the change to review only as needed. All present voting in favor, motion carried.

**Executive Session**

*Action #18143* 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 C. Knutson, second by K. Weinberg to enter executive session at 7:34 P.M. All present voting in favor, motion carried.

Motion by A. Schuurman, second by C. Niemann to approve the requested unpaid leave of absence from Angela Nelson in the months of January and February. All present voting in favor, motion carried.

President Akin declared the board out of executive session at 7:45 A.M

**Adjournment**

*Action #18144* With there being no further business, motion by C. Knutson, second by K. Weinberg, 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, January 21, 2019 at 7:00 P.M.

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**Cory Akin, President**

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**Tiffany Stormo, Business Manager**