

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, February 18, 2019

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, February 18, 2019 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 7:58 P.M.

Members Present

Justin Petersen, Arlington; Cory Akin, Castlewood; Bob Steffen, Clark; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Joe Homola, Hamlin; Paula Blue, Henry; Jerod Olson, Lake Preston; Shane Braaten, Rosholt; Gene Bjorklund, Sioux Valley; Art Berger, Waubay; Penny Thyen, Waverly/South Shore; Tia Felberg, Willow Lake; John Remund, Wilmot

Members Absent

Misty Fredrickson, Britton-Hecla; Tasina Helbert, Enemy Swim; Krecia Weinberg, Estelline; Kathy Roe, Florence; Greg Bich, Iroquois; Lisa Amdahl, Summit; Joel Shoemaker, Webster

Others Attending

NESC Staff Representatives: Carrie Niles, Speech-Language Pathologist
Member District Superintendents: Jim Block, Webster Superintendent
NESC Administration: Jerry Aberle, Director; 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 #18155 Motion by J. Homola, second by A. Schuurman, to approve the agenda as presented. All present voting in favor, motion carried.

Introduction of Guests

Carrie Niles, the SLP assigned to Webster Head Start and Waubay, was introduced as a guest.

Conflicts of Interest

J. Homola mentioned that his business (Hamlin Building Center) might sell supplies to P/3 Electric for the upcoming lighting project. The board considered this but decided it would create no conflict of interest.

Financial Report

Action #18156 Motion by C. Knutson, second by G. Bjorklund, to approve the financial report for the period ending January 31, 2019. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
Cash Balance			
January 1, 2019	\$289,695.95	\$671,093.85	\$16,579.85
<u>Receipts:</u>			
Local Sources	\$101,533.94	\$190,903.01	\$2,383.02
State Sources		\$35,888.59	
Federal Sources		\$153,516.00	
Other			
<u>Total Monthly Receipts</u>	<u>\$101,533.94</u>	<u>\$380,307.60</u>	<u>\$2,383.02</u>
Total Gross Receipts	\$391,229.89	\$1,051,401.45	\$18,962.87
Manual Journal Entry			
Less Salaries	\$9,625.28	\$262,685.86	
Less Disbursements	\$9,545.72	\$102,951.40	
<u>Total Salaries & Disbursements</u>	<u>\$19,171.00</u>	<u>\$365,637.26</u>	<u>\$2,562.40</u>
Ending Cash Balance			
January 31, 2019	\$372,058.89	\$685,764.19	\$16,400.47

Consent Agenda

Action #18157 Motion by J. Homola, second by G. Bjorklund, to approve the consent agenda as presented. All present voting in favor, motion carried.

February 2019 Accounts Payable

GENERAL FUND BERNER'S DAKOTA CLUTCH & TRANSMISSION MAINT 209.00; BMO MASTERCARD PURCH SVCS, SPLYS, TRAVEL, PHONE 372.65; BULLERT AUTO MAINT 45.15; CENEX FLEETCARD GAS 3,963.02; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 8.07; DELYLE'S SOUTH 81 SERVICE, INC. MAINT 1,958.30; ESTELLINE COMMUNITY OIL CO. MAINT 40.55; HAMLIN COUNTY FARMERS COOP MAINT & GAS 656.65; JOHNSON AUTOMOTIVE MAINT 164.16; JOHNSON, NICOLE ADVANCE STUDY 59.50; JURGENS OIL FLEET MAINT 67.90; MEIER, MICHELLE BACKGROUND CHECK 7.46; NESC IMPREST 52.00; NESC PAYROLL FEB 19 9,613.54; PALMLUND AUTOMOTIVE MAINT 433.67; REUER, CAROL REIMB FUEL 15.02; SANFORD HEALTH PLAN HSA/FSA FEES 10.64; SASD J.A. ADMIN BAN 4.20; SCHMIDT, ROCHELLE REIMB FUEL 86.10; SCHUCHARD'S WESTSIDE GMC TRUCK, INC. MAINT 999.94; SD CASE B.B. REGIS 7.00; TOWN OF HAYTI WATER 4.97; TWIN VALLEY TIRE, INC. MAINT 203.71; W.W. TIRE SERVICE MAINT 185.31

FUND TOTAL: \$19,168.51

SPECIAL EDUCATION FUND BRITTON-HECLA SCHOOL DISTRICT 18 ESY REFUND 787.42; BMO MASTERCARD PURCH SVCS, SPLYS, TRAVEL, PHONE 14,071.52; CASTLEWOOD SCHOOL DISTRICT JAN 19 USE FEE 677.33; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 49.59; COMMUNITY TRANSIT, INC. TRAN - SISSETON 25.84; DESMET SCHOOL DISTRICT 18 ESY REFUND 1,672.74; DEUBROOK SCHOOL DISTRICT 18 ESY REFUND 595.29; DEUEL SCHOOL DISTRICT 18 ESY REFUND 1,195.32; ESTELLINE SCHOOL DISTRICT 18 ESY REFUND 1,683.52; HAMLIN SCHOOL DISTRICT JAN 19 USE FEE 883.24; HAMLIN SCHOOL DISTRICT 18 ESY REFUND 923.77; IROQUOIS SCHOOL DISTRICT 18 ESY REFUND 73.19; JOHNSON, NICOLE ADVANCE STUDY 365.50; LAKE PRESTON SCHOOL DISTRICT 18 ESY REFUND 159.36; MEIER, MICHELLE BACKGROUND CHECK 45.79; NESC IMPREST 415.00; NESC PAYROLL FEB 19 266,654.03; NORTH CENTRAL SPECIAL EDUCATION COOP. SLP PROF SERV 406.00; ROSHOLT SCHOOL DISTRICT 18 ESY REFUND 129.82; SANDLER, LOUIS BCBA SERV - WEBSTER 1,320.00; SANFORD HEALTH PLAN HSA/FSA FEES 65.36; SASD J.A. ADMIN BAN 25.80; SD CASE B.B. REGIS 43.00; SIOUX VALLEY SCHOOL DISTRICT 18 ESY REFUND 61.63; SW/WC SERVICE COOPERATIVE BEHAVIOR ANALYST CONTRACT 8,421.15; TOWN OF HAYTI WATER 30.53; WAUBAY SCHOOL DISTRICT 18 ESY REFUND 368.38; WAVERLY SCHOOL DISTRICT 18 ESY REFUND 235.29; WEBSTER SCHOOL DISTRICT JAN 19 USE FEE 535.09; Webster School District 18 ESY REFUND 2,361.73; WIESE, RITA JAN 19 HOME VISITS - MI 48.30

FUND TOTAL: \$304,330.53

Discussion Items

February 6, 2019 Advisory Board Meeting Minutes

Director Aberle reviewed the minutes from the advisory board meeting held in February.

Director's Report

Director Aberle presented information about provider satisfaction surveys school districts had been asked to complete. This year, for the first time, all of our member school districts completed the surveys.

Assistant Director's Report

Assistant Director Frewing presented information about a recent departmental meeting for speech-language pathologists and provided an update for the upcoming Social Thinking Training. (There are now 46 registrations.)

Lighting Project

Director Aberle provided an update about the bid for upgrading to LED lighting fixtures at the office in Hayti. He recommended moving forward with the bid from P/3 Electric.

Staffing for 2019-20

Director Aberle shared information about staffing and possible options for next year in the centerbase department. Assistant Director Frewing talked about some possibilities for the early childhood and school psychology departments.

ESY Rates for 2019

Director Aberle shared information about ESY rates for 2019. He recommended that the board adopt the increases recommended at the advisory board meeting.

Reading Recovery for 2019-20

Director Aberle shared information rates for Reading Recovery satellite schools. He recommended that the board adopt the increase recommended at the advisory board meeting.

Copy Machine Purchase

Director Aberle provided information about plans to purchase one new copy machine and surplus two old ones.

Child Count December 1, 2018

Director Aberle provided information about our Child Count, along with historical Child Count information from the cooperative. The total number of students with disabilities continues to trend upward.

Action Items

Approval of Quote – P/3 Electric, \$6,324.00

Action #18158 Motion by G. Bjorklund, second by T. Felberg, to approve the quote from P/3 Electric. All present voting in favor, motion carried.

Approval of ESY Rates for 2019

Action #18159 Motion by J. Homola, second by A. Berger, to approve the ESY rates for 2019. All present voting in favor, motion carried. The hourly pay for current NESC staff will be based on their 18-19 contracts. The pay for other providers will be based on their 18-19 contracts or on our minimum pay rates – whichever is greater. Our new minimum hourly rates are \$28.67 for certified staff and \$13.50 for non-certified staff.

Approval of Reading Recovery Rates for Satellite Schools

Action #18160 Motion by C. Knutson, second by P. Blue, to set Reading Recovery rates for Pierre to \$5,410.59 and Highmore-Harrold to \$3,246.35 (a 2% increase). All present voting in favor, motion carried.

Executive Session

Action #18161 Motion by B. Steffen, second by J. Petersen to enter executive session to discuss personnel pursuant to SDCL 1-25-2(1). All present voting in favor, motion carried. The board entered executive session at 7:54 P.M. President Akin declared the board out of executive session at 7:57 P.M.

Action Items after Executive Session

Action #18162 Motion by N. Koehlmoos, second by J. Homola to offer a contract to Assistant Director Tim Frewing for FY20 with salary to be determined at a later date. All present voting in favor, motion carried.

Adjournment

Action #18163 With there being no further business, motion by C. Knutson, second by J. Petersen to adjourn. All present voting in favor, motion carried.

The next NESC Board of Directors meeting will be held in Room 802 at Lake Area Technical Institute in Watertown, SD on Monday, March 18, 2019 at 7:00 P.M.

Cory Akin, President

Tiffany Stormo, Business Manager

Tim Frewing, Assistant Director