

March 13, 2019

Hello NESC Board of Directors

Meeting Location:

Our March meeting will be held Monday, March 18, 2019 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

March 13, 2019

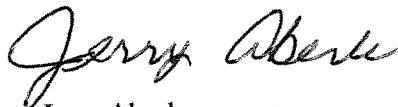
Dear NESC Board Members:

Our March board meeting will be held on Monday, March 18, 2019. 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: March 18, 2019

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 February 2019 financial report
7. Consent Agenda
 - a. Approval of February 18, 2019 meeting minutes
 - b. Approval of payment of March 2019 budget claims
 - c. Approval of contract amendment—Sarah Whipkey, COTA; 2 additional days; \$174.90 per day; \$349.80
 - d. Approval of contract amendment—Jessica Fischer, School Psychological Examiner; \$1,000
 - e.
8. Discussion Items
 - a. March 6, 2019 Advisory Board meeting minutes
 - b. Director Report
 - c. Assistant Director Report
 - d. Ethanol use in vehicles
 - e. Trust and Agency Policy
 - f. Behavior program
 - g.
9. Action Items
 - a.
 - b.
 - c.
 - d.
10. Executive Session (If needed)
 - a. Personnel—SDCL 1-25-2(1)
 - b.

**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 February 2019 financial report
7. Consent Agenda
 - a. Approval of February 18, 2019 meeting minutes. Please review enclosed minutes.
 - b. Approval of payment of March 2019 budget claims. Please review the enclosed budget claims.
 - c. Approval of contract amendment—Sarah Whipkey, COTA; 2 additional days; \$174.90 per day; \$349.80. Sarah assisted in coverage for a leave of absence.
 - d. Approval of contract amendment—Jessica Fischer, School Psychological Examiner; \$1,000.00. Jessica recently was certified by DOE as a psychological examiner.
 - e.
8. Discussion Items
 - a. March 6, 2019 Advisory Board meeting minutes. Please review enclosed minutes.
 - b. Director Report.
 - c. Assistant Director Report.
 - d. Ethanol use in vehicles. I would like the board to have a discussion on the use of ethanol based gasoline in our vehicles.
 - e. Trust and Agency Policy. Tiffany will lead the board in a discussion concerning a Trust and Agency policy.
 - f. Behavior program. I will be presenting information about the possibility of starting a behavior program.
9. Action Items
 - a.
 - b.
 - c.
 - d.
10. Executive session (If needed)
 - a. Personnel—SDCL 1-25-2(1)
 - b.

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
CASH BALANCE				
February 1, 2019	\$372,058.89	\$685,764.19	\$16,400.47	\$1,074,223.55

Receipts:

Local Sources:

1312 Center Base Tuition		\$56,522.88		\$56,522.88
1332 Extended School Year Tuition		\$57,989.52		\$57,989.52
1510 Interest	\$9.54	\$363.86		\$373.40
1941 ESA 1 OTHER SOURCES				\$0.00
1941 ESA 1 LEA Assessments				\$0.00
1941 Shared Services LEAs				\$0.00
1950 Refund Prior Year Expense				\$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				\$0.00
1990 Miscellaneous	\$230.16	\$1,413.80	\$2,850.02	\$4,493.98
1990 Northern Plains				\$0.00
1990 Special Projects-Indirect Cost				\$0.00
1990 Drug & Alcohol Pool	\$1,495.10			\$1,495.10
1990 Expensed Mileage				\$0.00

State Sources:

3119 Grants-in-Aid: Ed. Specialist				\$0.00
3900 Part C Funds		\$2,416.41		\$2,416.41
3900 Part B Funds				\$0.00
3900 ESA 1				\$0.00

Federal Sources:

4152 Title IIB (SD COUNTS)				\$0.00
4175 IDEA Part B 611		\$131,799.00		\$131,799.00
4175 IDEA Part B 611-Private				\$0.00
4186 IDEA Part B 619		\$4,137.00		\$4,137.00

Other Receipts:

120 Accounts Receivable				\$0.00
140 Due from other Governments				\$0.00
Other Receipts				\$0.00

Total Monthly Receipts	\$5,223.31	\$355,458.50	\$2,850.02	\$363,531.83
Balance Frwd plus Revenue to date	\$377,282.20	\$1,041,222.69	\$19,250.49	\$1,437,755.38
Manual Journal Entry	\$21.41	-\$21.41		\$0.00
Manual Journal Entry Revenue	-\$50,000.00	\$50,000.00		\$0.00
Less Salaries & Disbursements				
Salaries	\$9,613.54	\$266,654.03		\$276,267.57
Disbursements	\$9,550.77	\$37,650.70	\$3,973.56	\$51,175.03
Less Total Salaries & Disbursements	\$19,164.31	\$304,304.73	\$3,973.56	\$327,442.60
CASH BALANCE				
February 28, 2019	\$308,139.30	\$786,896.55	\$15,276.93	\$1,110,312.78

Balance Sheet

Clearing Account XX-101-002	\$20.00	\$5.93	\$0.00	\$25.93
Checking Account XX-101	\$1,705.31	\$246,169.23	\$7,515.47	\$255,390.01
Money Market Savings XX-105	\$306,413.99	\$456,907.34	\$7,761.46	\$771,082.79
Certificates of Deposit XX-106	\$0.00	\$78,814.05	\$0.00	\$78,814.05
Imprest XX-108	\$0.00	\$5,000.00	\$0.00	\$5,000.00
TOTALS	\$308,139.30	\$786,896.55	\$15,276.93	\$1,110,312.78
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00

Regular; Processing Month 02/2019; 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	9.54	532.80	163.94	(207.80)
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	21,711.58	51.44	20,492.08
10 1990 009	NON-SP.ED. ASSESSMENTS	16,147.92	1,345.67	10,765.36	66.67	5,382.56
10 1990 012	READING RECOVERY ASSESSMENTS	37,964.67	2,142.84	29,393.46	77.42	8,571.21
10 1990 013	READING RECOVERY-OTHER LEAs	8,487.20	0.00	8,487.20	100.00	0.00
10 1990 018	MISCELLANEOUS	0.00	230.16	(2,046.14)	0.00	2,046.14
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	1,495.10	14,489.70	96.60	510.30
10 1990 200	EXPENSED MILEAGE FROM SPED	259,960.00	0.00	122,249.48	47.03	137,710.52
Subtotal: LOCAL SOURCES		461,462.86	5,223.31	286,957.85	62.18	174,505.01
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	5,223.31	292,860.73	63.46	168,602.13

Regular; Processing Month 02/2019; 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	345,351.62	67.55	165,888.65
22 1312 100	TUITION-ESY	95,282.75	57,989.52	86,686.47	90.98	8,596.28
22 1510	INTEREST	1,700.00	363.86	3,454.45	203.20	(1,754.45)
22 1950	REFUND OF PRIOR YEAR EXPENSE	0.00	1,062.86	1,062.86	0.00	(1,062.86)
22 1990 002	MISCELLANEOUS-CENTER BASE	0.00	0.00	0.00	0.00	0.00
22 1990 003	SPEED ASSESSMENTS	1,209,791.82	100,816.03	806,528.24	66.67	403,263.58
22 1990 018	MISCELLANEOUS	5,000.00	325.10	6,355.01	127.10	(1,355.01)
22 1990 019	SPECIAL PROJECTS INDIRECT COSTS	5,000.00	0.00	662.50	13.25	4,337.50
Subtotal: LOCAL SOURCES		1,828,014.84	217,080.25	1,250,101.15	68.39	577,913.69
22 3119 071	STATE GRANTS-IN-AID: ED.SPEC.	128,448.70	0.00	36,804.20	28.65	91,644.50
22 3900 013	STATE REVENUE: PART C FUNDS	40,000.00	2,416.41	28,439.84	71.10	11,560.16
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	2,416.41	73,182.14	42.31	99,766.56
22 4175 475	REGULAR IDEA PART B 611	1,746,092.00	131,799.00	777,769.00	44.54	968,323.00
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	4,137.00	21,673.00	43.58	28,057.00
Subtotal: FEDERAL SOURCES		1,798,911.00	135,936.00	799,442.00	44.44	999,469.00
22 5110	OPERATING TRANSFER IN	50,000.00	50,000.00	50,000.00	100.00	0.00
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	50,000.00	50,000.00	100.00	0.00
Fund Total:		3,849,874.54	405,432.66	2,172,725.29	56.44	1,677,149.25

Revenue Summary Report
Processing Month: 02/2019

Regular; Processing Month 02/2019; 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	410,655.97	2,465,586.02	57.19	1,845,751.38

Account Number	Account Description	BUDGET	CURRENT MO.EXP.	EXP.TO DATE	% OF BUDGET	BALANCE AT EOM
10	GENERAL FUND					
1111	READING RECOVERY	\$46,451.87	\$2,642.02	\$24,024.78	51.72	\$22,427.09
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$123,578.08	\$2,975.85	\$25,988.54	21.03	\$97,589.54
2227	TECHNOLOGY SUPPORT	\$7,745.48	\$381.58	\$3,526.13	45.53	\$4,219.35
2319	BOARD OF EDUCATION SERVICES	\$11,870.87	\$18.10	\$12,556.33	105.77	(\$685.46)
2329	ADMINISTRATION	\$42,938.30	\$3,055.20	\$25,024.92	58.28	\$17,913.38
2529	ADMINISTRATION-FISCAL SERVICES	\$11,208.26	\$962.91	\$7,726.97	68.94	\$3,481.29
2542	OPERATION & MAINTENANCE BLDGS.	\$6,953.00	\$78.76	\$2,055.35	29.56	\$4,897.65
2545	VEHICLE SERVICE	\$221,217.00	\$9,028.48	\$127,310.40	57.55	\$93,906.60
2551	DRUG & ALCOHOL TESTING POOL	\$15,000.00	\$0.00	\$2,540.31	16.94	\$12,459.69
8110	OPERATING TRANSFERS OUT	\$50,000.00	\$50,000.00	\$50,000.00	100.00	\$0.00
10	GENERAL FUND	\$536,962.86	\$69,142.90	\$280,753.73	52.29	\$256,209.13
22	SPECIAL EDUCATION FUND					
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	\$46,555.56	\$304,302.40	59.52	\$206,937.86
1226	EARLY CHILDHOOD SERVICES	\$339,387.35	\$24,432.48	\$167,371.17	49.32	\$172,016.18
1227	PROLONGED ASSISTANCE PROGRAMS	\$0.00	\$10,176.90	\$10,176.90	0.00	(\$10,176.90)
2129	TRANSITION SUPPORT SERVICES	\$24,768.55	\$1,851.81	\$16,692.38	67.39	\$8,076.17
2142	PSYCHOLOGICAL SERVICES	\$672,102.28	\$44,421.00	\$304,981.59	45.38	\$367,120.69
2152	SPEECH PATHOLOGY SERVICES	\$1,079,309.51	\$81,656.44	\$531,720.70	49.26	\$547,588.81
2171	PHYSICAL THERAPY	\$313,487.72	\$21,863.51	\$186,316.18	59.43	\$127,171.54
2172	OCCUPATIONAL THERAPY	\$481,488.24	\$34,413.60	\$260,666.83	54.14	\$220,821.41
2213	PROFESSIONAL DEVELOPMENT/PRESERVICE&TCAP	\$5,443.78	\$0.00	\$0.00	0.00	\$5,443.78
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$128,448.70	\$7,842.14	\$65,563.21	51.04	\$62,885.49
2227	TECHNOLOGY SUPPORT	\$47,579.34	\$2,169.55	\$20,265.69	42.59	\$27,313.65
2319	BOARD OF EDUCATION SERVICES	\$72,921.09	\$111.15	\$59,542.60	81.65	\$13,378.49
2329	ADMINISTRATION	\$263,764.02	\$18,354.12	\$156,998.81	59.52	\$106,765.21
2529	ADMINISTRATION-FISCAL SERVICES	\$68,850.69	\$5,920.43	\$47,231.66	68.60	\$21,619.03
2542	OPERATION & MAINTENANCE BLDGS.	\$42,711.26	\$631.36	\$12,625.42	29.56	\$30,085.84
22	SPECIAL EDUCATION FUND	\$4,149,874.54	\$300,400.05	\$2,231,112.86	53.76	\$1,918,761.68
	Grand Total:	\$4,686,837.40	\$369,542.95	\$2,511,866.59	53.59	\$2,174,970.81

Regular; Beginning Month 02/2019; Processing Month 02/2019; 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)	1,258.00	0.00	0.00	(1,337.00)
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	8,042.34	220.00	0.00	0.00	7,822.34
71 415 850	ELABO-AMT HELD FOR OTHERS	0.00	0.00	0.00	0.00	0.00
71 430 800	IMPREST ACCOUNT	4,533.00	885.05	467.00	0.00	4,114.95
71 453	SANFORD FLEX	330.85	1,610.51	2,383.02	0.00	1,103.36
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		16,400.47	3,973.56	2,850.02	0.00	15,276.93

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
Receipts:			
Local Sources	\$101,533.94	\$190,903.01	\$2,383.02
State Sources		\$35,888.59	
Federal Sources		\$153,516.00	
Other			
Total Monthly Receipts	\$101,533.94	\$380,307.60	\$2,383.02
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	
Total Salaries & Disbursements	\$19,171.00	\$365,637.26	\$2,562.40
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-Harold 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

Northeast Educational Services Cooperative

MARCH 2019 INVOICES

GENERAL FUND - 10

AL'S BODY SHOP	MAINT	28.00
AUTOMATIVE SERVICE CENTER, THE	MAINT	107.50
BERNER'S DAKOTA CLUTCH & TRANSMISSION	MAINT	844.20
BULLERT AUTO	FLEET MAINT	100.00
CENEX FLEETCARD	MAINT & GAS	3,777.05
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	32.98
DELYLE'S SOUTH 81 SERVICE, INC.	MAINT	1,018.65
DON'S BODY SHOP	MAINT	650.00
ESTELLINE COMMUNITY OIL CO.	MAINT	501.64
FISCHER, JESSICA	ADVANCE STUDY	59.50
HAMLIN COUNTY FARMERS COOP	GAS	676.15
JOHNSON AUTOMOTIVE	MAINT	212.57
JURGENS OIL	MAINT	49.88
NESC IMPREST	IMPREST	123.90
NESC PAYROLL	MARCH 2019	9,537.68
PAUL'S DRYWALL & DESIGN, INC.	BATHROOM MAINT	107.14
S & S AUTO	MAINT	18.99
SANFORD HEALTH PLAN	HSA/FSA FEES	10.64
SCOTTING HEATING & COOLING	FURNACE/SERVICE	90.50
SDASBO	T.S. SPRING CONF	10.50
STORMO, BEN	NOV-MARCH SNOW REMOVAL	209.30
TOWN OF HAYTI	WATER	4.97
W.W. TIRE SERVICE	MAINT	280.18
WEBSTER AUTO CARE	MAINT	53.94
<u>GENERAL FUND TOTAL:</u>		<u>18,505.86</u>

SPECIAL EDUCATION FUND - 22

BRITTON-HECLA SCHOOL DISTRICT	FEB 19 MI	61.32
CASTLEWOOD SCHOOL DISTRICT	FEB 19 USE FEE	677.33
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	34.58
COMMUNITY TRANSIT, INC.	TRANS - SISSETON	25.84
CONRAD, LINDA	FEB 19 MI	60.06
DUST TEX SERVICE, INC.	FEB 19 RUG RENTAL	53.47
FISCHER, JESSICA	ADVANCE STUDY	365.50
HAMLIN SCHOOL DISTRICT	FEB 19 USE FEE	883.24

PARENT	JAN/FEB 19 MI	156.24
MITCHELL TECHNICAL INSTITUTE	R.S. REGIS	50.00
NESC IMPREST	IMPREST	761.15
NESC PAYROLL	MARCH 2019	262,217.67
PAUL'S DRYWALL & DESIGN, INC.	BATHROOM MAINT	658.17
SANFORD HEALTH PLAN	HSA/FSA FEES	65.36
SCHMIDT, ROCHELLE	FEB 19 MI	65.10
SCOTTING HEATING & COOLING	FURNACE/SERVICE	555.90
SDASBO	T.S. SPRING CONF	64.50
STORMO, BEN	NOV-MARCH SNOW REMOVAL	1,285.70
TOWN OF HAYTI	WATER	30.53
WEBSTER SCHOOL DISTRICT	FEB 19 USE FEE	535.09
WENZ, MELODY	MARCH 19 MI	84.42
WIESE, RITA	FEB 19 HOME VISITS - MI	43.68
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>268,734.85</u>
<u>MARCH 2019 INVOICES TOTAL:</u>		<u>287,240.71</u>

<u>GENERAL FUND - 10</u>		
AED SUPERSTORE	ADMIN SUPP	32.94
CDW GOVERNMENT INC.	TECH SUPP	45.99
HY-VEE FOOD STORE	BOA 1/9/2019	8.74
INNOVATIVE OFFICE SOLUTIONS	CREDIT	(9.61)
ITC TELECOM	FEB PHONE SERVICE	166.63
OLIVIA CENEX	FUEL	22.18
PUBLIC OPINION	MINUTES	24.78
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	2.17
VERIZON WIRELESS	JAN CELL SERVICE	59.88
<u>GENERAL FUND TOTAL:</u>		<u>353.70</u>
<u>SPECIAL EDUCATION FUND - 22</u>		
AED SUPERSTORE	ADMIN SUPP	202.36
CDW GOVERNMENT INC.	TECH SUPP	282.48
CLASSROOM CONNECTIONS	CB SUPP - CASTLE	62.19
HOLIDAY INN EXPRESS HOTEL & SUITES	CREDIT	(7.11)
HY-VEE FOOD STORE	BOA 1/9/2019	53.72
INNOVATIVE OFFICE SOLUTIONS	O&M SUPP	36.27
ITC TELECOM	FEB PHONE SERVICE	294.78
MARSHALL CO. HEALTHCARE CENTER	PT/OT SERVICES	5,138.62
PEARSON EDUCATION	PYSCH SUPP	728.53
PUBLIC OPINION	MINUTES	152.19
RADISSON HOTEL ROSEVILLE	J.W. TRAVEL	240.62
SANFORD WEBSTER MEDICAL CENTER	JAN OT SERVICES	7,482.66
TALK TOOLS	A.C. SLP REGIS	90.00
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	75.44
VERIZON WIRELESS	JAN CELL SERVICE	162.05
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>14,994.80</u>
<u>MARCH 2019 BMO INVOICES:</u>		<u>15,348.50</u>

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 02/06/2019 to 03/05/2019

Mapped Cards

Boyd Brenda

Posting Date	Tran Date	Account	Supplier	Amount		
02/06/2019	02/05/2019	XXXX-XXXX-XXXX-9401	Cdw Govt #qzb0021	162.12	?	!
02/13/2019	02/11/2019	XXXX-XXXX-XXXX-9401	Rapid City Holiday Inn	-7.11	?	!
02/26/2019	02/25/2019	XXXX-XXXX-XXXX-9401	Cdw Govt #rgb1167	166.35	?	!
02/26/2019	02/26/2019	XXXX-XXXX-XXXX-9401	Payment - Auto Payment Received-Thank You	-343.11		
			Debit Total USD	328.47		
			Credit Total USD	-350.22		
			Total USD	-21.75		

Center Base Castlewood

Posting Date	Tran Date	Account	Supplier	Amount		
02/26/2019	02/26/2019	XXXX-XXXX-XXXX-7846	Payment - Auto Payment Received-Thank You	-46.18		
			Debit Total USD	0.00		
			Credit Total USD	-46.18		
			Total USD	-46.18		

Aberle Jerry

Posting Date	Tran Date	Account	Supplier	Amount		
02/07/2019	02/06/2019	XXXX-XXXX-XXXX-7027	Hy Vee 1871	31.23	?	!
02/26/2019	02/25/2019	XXXX-XXXX-XXXX-7027	Squ*sq *classroom Conn	62.19	?	!
			Debit Total USD	93.42		
			Credit Total USD	0.00		
			Total USD	93.42		

Nolte Kari

Posting Date	Tran Date	Account	Supplier	Amount		
02/26/2019	02/26/2019	XXXX-XXXX-XXXX-9302	Payment - Auto Payment Received-Thank You	-57.00		
			Debit Total USD	0.00		
			Credit Total USD	-57.00		
			Total USD	-57.00		

Admin Nesc

Posting Date	Tran Date	Account	Supplier	Amount		
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02/26/2019	02/26/2019	XXXX-XXXX-XXXX-5997	Payment - Auto Payment Received-Thank You	-70.00	
03/01/2019	02/28/2019	XXXX-XXXX-XXXX-5997	Talktools	90.00	? !
			Debit Total USD	90.00	
			Credit Total USD	-70.00	
			Total USD	20.00	

Therapy 1 Occupational

Posting Date	Tran Date	Account	Supplier	Amount	
02/08/2019	02/08/2019	XXXX-XXXX-XXXX-7721	Cenex Farmers 07060114	22.18	? !
02/11/2019	02/06/2019	XXXX-XXXX-XXXX-7721	Radisson Hotel Mpls/St	240.62	? !
			Debit Total USD	262.80	
			Credit Total USD	0.00	
			Total USD	262.80	

Stormo Tiffany

Posting Date	Tran Date	Account	Supplier	Amount	
02/08/2019	02/06/2019	XXXX-XXXX-XXXX-0837	Innovative Office Solu	74.23	?
02/08/2019	02/07/2019	XXXX-XXXX-XXXX-0837	Innovative Office Solu	19.49	?
02/08/2019	02/07/2019	XXXX-XXXX-XXXX-0837	Ncs Pearson	56.00	?
02/08/2019	02/08/2019	XXXX-XXXX-XXXX-0837	Watertown Public Opini	176.97	?
02/08/2019	02/09/2019	XXXX-XXXX-XXXX-0837	Vzwriss*my Vz Vb P	221.93	?
02/08/2019	02/09/2019	XXXX-XXXX-XXXX-0837	Ncs Pearson	672.53	?
02/11/2019	02/09/2019	XXXX-XXXX-XXXX-0837	Innovative Office Solu	-142.83	?
02/11/2019	02/09/2019	XXXX-XXXX-XXXX-0837	Interstate Telecomm Co	461.41	?
02/12/2019	02/11/2019	XXXX-XXXX-XXXX-0837	Hy Vee 1871	31.23	?
02/12/2019	02/11/2019	XXXX-XXXX-XXXX-0837	Int*in *time Managemen	77.61	?
02/14/2019	02/12/2019	XXXX-XXXX-XXXX-0837	Innovative Office Solu	32.28	?
02/15/2019	02/13/2019	XXXX-XXXX-XXXX-0837	Innovative Office Solu	43.49	?
02/26/2019	02/26/2019	XXXX-XXXX-XXXX-0837	Payment - Auto Payment Received-Thank You	-15,185.88	
02/28/2019	02/26/2019	XXXX-XXXX-XXXX-0837	Aed Superstore	235.30	?
03/01/2019	02/28/2019	XXXX-XXXX-XXXX-0837	Marshall County Health	5,138.62	?
03/01/2019	02/28/2019	XXXX-XXXX-XXXX-0837	Sanford Credit Card Pm	7,482.66	?
			Debit Total USD	14,723.75	
			Credit Total USD	-15,328.71	
			Total USD	-604.96	



A part of BMO Financial Group

INVOICE

March 05, 2019

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

Invoice Number: 703531-1903
Invoice Amount: \$ 15,348.50

This invoice amount represents the total balances of all Corporate Card accounts for the billing period ending March 05, 2019.

Your payment is due **March 26, 2019**.

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: 703531-1903
 Amount Paid: \$ 15,348.50
 Payment Due Date: March 26, 2019

Northeast Educational Services Cooperative
Advisory Board Meeting
Wednesday, March 6, 2019

The Advisory Board for the Northeast Educational Services Cooperative (NESC) met Wednesday, March 6, 2019 at Hy-vee in Watertown, South Dakota. The meeting was called to order by Chairman L. Schuster at 10:06 A.M. and adjourned at 11:07 A.M.

Present: Justin Downes, Arlington; Steve Benson, Britton-Hecla; Keith Fodness, Castlewood; Luanne Warren, Clark; Kimberly Kludt, Deubrook; Chad Schiernbeck, Deuel; Brian Jandahl, Elkton; Jim Lentz, Estelline; Mitch Reed, Florence; Patrick Kraning, Hamlin; Philip Schonebaum, Henry; Mike Ruth, Iroquois; Laura Schuster, Sioux Valley; James Block, Webster; Chris Lee, Willow Lake

Absent: Abi Van Regenmorter, De Smet; Nadine Eastman, Enemy Swim; Tim Casper, Lake Preston; Tess Appel, Rosholt; Mike Schmidt, Summit; Dean Jones, Waubay; Jon Meyer, Waverly; Larry Hulscher, Wilmot

Others Attending: Jerry Aberle, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director; Peter Brooks, Rutland

ADVISORY BOARD AGENDA

Call to Order

Chairman L. Schuster called the meeting to order at 10:06 A.M.

Financial Report

Business Manager Stormo reviewed the financial report for January 2019.

Behavior Classroom

Director Aberle discussed the idea of implementing a behavior classroom at NESC.

Future Meeting Dates

Meeting dates will be April 3 and May 1.

Behavior Services

Discussion was held on behavior services for FY20.

Social Thinking Training: the ILAUGH Model

Discussion was held on Social Thinking Training: the ILAUGH Model that will be held on October 21, 2019.

Comprehensive Plan Recertification

Each district must have their special education comprehensive plan recertified between July 1, 2018 and June 30, 2019 by their school board in order to submit the IDEA 611 and 619 grant on June 30, 2019.

Enrollment Verification

Discussion was held on enrollment verification for FY20 budget.

Adjournment

There being no further business, motion by S. Benson, second by P. Kraning to adjourn. All present voting in favor, motion carried.

Tiffany Stormo, Business Manager

Trust & Agency Funds:

1. Advisor/Administrator of fund account turns money into the Business Manager.
2. Business Manager receipts the money and enters it into accounting software.
3. Business Manager writes up a deposit after reconciling cash and/or checks to receipts and takes to the bank.
4. Advisor/Administrator fills out requisition for items needed.
5. Business Manager will process request.

NESC Behavior Program

Location:

- NESC Administrative Offices, Hayti, SD
- Maybe a little remodel; shouldn't be much

Hours of Program:

- 9:00-3:00

Eligibility:

- K-8
- Unsuccessful in district special education program
- Is on a behavior plan that has been implemented with fidelity
- No cognitive students

Program Days (Monday-Friday):

- School days will be set by NESC.

Lunch Options:

- Build into cost of program and buy from local café in Hayti?
- Can we work through Hamlin Food Service Agreement and either transport kids to Hamlin or bring meals to Hayti?
- Have kids bring lunch?

Transportation:

- Local districts provide transportation to and from the program?
- NESC provides transportation? If NESC transports, have dedicated transporters. It does not work to have all paraprofessionals transport. The staff needs time before and after school to meet to plan and prepare. If paraprofessionals transport, this is not an option.

Staffing:

- K-12 Special Education Teacher
- Paraprofessionals
- Behavior specialist (more than likely contracted)
- Counselor (more than likely contracted)

Curriculum:

- Each district provides the current curriculum?
- Does NESC purchase all curriculum materials?

NESC Behavior Program			
Expenditures			
Salary--Teacher			\$ 50,000.00
Benefits--Teacher--Insurance			\$ 9,135.98
Benefits--Teacher--Med/SS/Retirement			\$ 6,825.00
Salary--Paraprofessional			\$ 21,600.00
Benefits--Paraprofessional--Insurance			\$ 9,135.98
Benefits--Paraprofessional--Med/SS/Retirement			\$ 2,948.40
Supplies--Classroom			\$ 10,000.00
Supplies--Remodel			\$ 10,000.00
Substitutes			\$ 5,000.00
Purchased Services--Behavior			\$ 28,080.00
Purchased Services--Counseling			\$ 25,000.00
Registration Fees--PD			\$ 5,000.00
Travel--PD			\$ 5,000.00
Dues and Fees			\$ 2,000.00
Total Expenses			\$ 189,725.37
Revenue			
Tuition:			
1 student			\$ 189,725.37
2 students			\$ 94,862.68
3 students			\$ 63,241.79
4 students			\$ 47,431.34

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE
BOARD OF DIRECTORS MEETING
Monday, March 18, 2019 - 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 February 2019 financial report
7. Consent Agenda
 - a. Approval of February 18, 2019 meeting minutes

 - b. Approval of payment of March 2019 budget claims

 - c. Approval of contract amendment—Sarah Whipkey, COTA, 2 additional days; \$174.90 per
per day \$349.80

 - d. Approval of contract amendment—Jessica Fischer, School Psychologist Examiner, \$1,000

8. Discussion Items
 - a. March 6, 2019 Advisory Board meeting minutes

 - b. Director Report

 - c. Assistant Director Report

 - d. Ethanol use in vehicles

 - e. Trust and Agency Policy

 - f. Behavior Program

 - g. _____

9. Action Items

- a. _____
BOARD ACTION: _____

- b. _____
BOARD ACTION: _____

- c. _____
BOARD ACTION: _____

- d. _____
BOARD ACTION: _____

10. Executive Session (If needed)

- a. Personnel—SDCL 1-25-2(1)