

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, April 15, 2019

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, April 15, 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 8:25 P.M.

Members present:

Justin Petersen, Arlington; Cory Akin, Castlewood; Norman Koehlmoos, DeSmet; Michelle Prins, Deuel; Arend Schuurman, Elkton; Krecia Weinberg, Estelline; Kathy Roe, Florence; Joe Homola, Hamlin; Paula Blue, Henry; Shane Braaten, Rosholt; Gene Bjorklund, Sioux Valley; Art Berger, Waubay; Penny Thyen, Waverly/South Shore

Absent:

Misty Fredrickson, Britton-Hecla; Greg Marx, Clark; Carie Knutson, Deubrook; Tasina Halbert, Enemy Swim Day School; Greg Bich, Iroquois; Jerod Olson, Lake Preston; Lisa Amdahl, Summit; Joel Shoemaker, Webster; Tia Felberg, Willow Lake; 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 #18169 Motion by J. Homola, second by J. Petersen to approve the agenda as presented. All present voting in favor, motion carried.

Introduction of Guests

No guests present.

Conflicts of Interest

No conflicts of interest were presented.

Public Comment

No public comments were presented.

Financial Report

Action #18170 Motion by A. Schuurman, second by J. Homola to approve the financial report for the period ending March 31, 2019. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
March 1, 2019	\$308,139.30	\$786,896.55	\$15,276.93
<u>Receipts:</u>			
Local Sources	\$4,011.36	\$157,755.29	\$3,343.07
State Sources		\$2,328.94	
Federal Sources		\$135,881.00	
Other	\$446.28	\$2,144.55	
<u>Total Monthly Receipts</u>	<u>\$4,457.64</u>	<u>\$298,109.78</u>	<u>\$3,343.07</u>
Total Gross Receipts	\$312,596.94	\$1,085,006.33	\$18,620.00
Manual Journal Entry			
Less Salaries	\$9,537.68	\$262,217.67	
Less Disbursements	\$10,214.73	\$26,943.13	\$3,733.06
<u>Total Salaries & Disbursements</u>	<u>\$19,752.41</u>	<u>\$289,160.80</u>	<u>\$3,733.06</u>
Ending Cash Balance			
March 31, 2019	\$292,844.53	\$795,845.53	\$14,886.94

Consent Agenda

Action #18171 Motion by G. Bjorkland, second by K. Weinberg to approve the following items on the consent agenda: 7a) Approval of March 18, 2019 meeting minutes; 7b) Approval of April 2019 claims; 7c) Approval of contract extension – KorManagement Services, LLC , Drug & Alcohol Testing Vendor; no increase from last year; 7d) Approval of contract – SW/WC Behavior Analyst Services; .25 FTE, 46 days - \$26,260. All present voting in favor, motion carried.

April 2019 Accounts Payable

General Fund: AKIN, CORY 4/1/19 STEERING MTG MI 1.76; ASBSD T.F. SEMINAR 15.40;AUTOMATIVE SERVICE CENTER, THE MAINT 76.25;BERNER'S DAKOTA CLUTCH & TRANSMISSION MAINT 181.10; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 426.69; BULLERT AUTO MAINT 964.00;CENEX FLEETCARD GASOLINE 5,166.29;CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 53.72;CRAIG BASS SANITARY SERVICE JAN-MARCH GARBAGE 19.11;DELYLE'S SOUTH 81 SERVICE, INC. MAINT 2,125.11;DON'S BODY SHOP MAINT 250.00;DUST TEX SERVICE, INC. MARCH 19 RUG RENTAL 7.49;ESTELLINE COMMUNITY OIL CO. MAINT & GASOLINE 67.72;FELBERG, TIA 4/1/19 STEERING MTG MI 5.29;FRITZ CHEVROLET, INC MAINT 18.60;GESSWEIN MOTORS, INC. MAINT 141.43;HAMLIN COUNTY FARMERS COOP PROPANE, MAINT & GASOLINE 826.01;JURGENS OIL MAINT 41.91;KNUTSON, CARIE 4/1/19 STEERING MTG MI 4.12;KORMANAGEMENT SERVICES, LLC DRUG TESTING Q3 1,148.79;LL&SON EXCAVATING, INC. BLDG MAINT 31.50;NESC IMPREST 94.33;NESC PAYROLL APRIL 2019 9,547.10;NESC SPECIAL REVENUE PROJECTS 3RD QTR EXP MI 2,639.12;SANFORD HEALTH PLAN HSA/FSA FEES 10.64;SCHUURMAN, AREND 4/1/19 STEERING MTG MI 7.64;SHOEMAKER, JOEL 4/1/19 STEERING MTG MI 5.88;THYEN, PENNY 4/1/19 STEERING MTG MI 2.12;TOWN OF HAYTI WATER 4.97;W.W. TIRE SERVICE MAINT 137.25;WEBSTER TIRE MAINT 392.00;WEINBERG, KRECIA 4/1/19 STEERING MTG MI 3.53

Fund Total: \$24,416.87

Special Education Fund: AKIN, CORY 4/1/19 STEERING MTG MI 10.84; ASBSD T.F. SEMINAR 94.60; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 18,964.37;BRITTON-HECLA SCHOOL DISTRICT MARCH 19 MI 45.36;CASTLEWOOD SCHOOL DISTRICT MARCH 19 USE FEE 677.33;CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 23.16;CLARK SCHOOL DISTRICT REIMB SEPT 18 - MARCH 19 CB 1,108.75;COMMUNITY TRANSIT, INC. TRANS - SISSETON 32.30;CRAIG BASS SANITARY SERVICE JAN-MARCH GARBAGE 117.39;DUST TEX SERVICE, INC. MARCH 19 RUG RENTAL 45.98;FELBERG, TIA 4/1/19 STEERING MTG MI 32.51;FISCHER, JESSICA REIMB FUEL 26.29;HAMLIN SCHOOL DISTRICT MARCH 19 USE FEE 883.24;KNUTSON, CARIE 4/1/19 STEERING MTG MI 25.28;LL&SON EXCAVATING, INC. BLDG MAINT 193.50;LUX, LOIS FEB 19 MI 40.32;PARENT MARCH 19 MI 85.68; NESC IMPREST 579.44;NESC PAYROLL APRIL 2019 267,075.11; NESC SPECIAL

REVENUE PROJECTS 3RD QTR EXP MI 60,645.10; SANFORD HEALTH PLAN HSA/FSA FEES 65.36; SCHMIDT, ROCHELLE MARCH 19 MI 25.20; SCHURMAN, AREND 4/1/19 STEERING MTG MI 46.96; SHOEMAKER, JOEL 4/1/19 STEERING MTG MI 36.12; THYEN, PENNY 4/1/19 STEERING MTG MI 13.00; TOWN OF HAYTI WATER 30.53; WEBSTER SCHOOL DISTRICT MARCH 19 USE FEE 535.09; WEINBERG, KRECIA 4/1/19 STEERING MTG MI 21.67; WIESE, RITA MARCH 19 HOME VISITS - MI 55.44

Fund Total: \$351,535.92

Discussion Items

April 3, 2019 Advisory Board meeting minutes

Director Aberle reviewed the minutes from the advisory meeting.

Director's Report

Director Aberle gave his monthly report.

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

FY 2020 Preliminary Budget

Business Manager Stormo presented the FY20 preliminary budget.

Trust and Agency Policy

Business Manager Stormo reviewed the proposed Trust and Agency Policy.

Health, Dental, and Life Insurance renewal information

Business Manager Stormo shared that the health insurance would remain the same, dental would go up 1.8%, and life insurance would change from \$1.92 to \$1.20 if approved to move to UNUM.

Action Items

Approve final Center Base tuition rates for FY19

Action #18172 Motion by J. Homola, second by S. Braaten to accept the April 2019 sliding scale CB rates as presented. All present voting in favor, motion carried.

Base Rate	\$3,487.50
1 st Placement	\$5,266.12
2 nd Placement	\$2,929.50
3 rd Placement	\$1,953.70

Health, Dental, and Life Insurance renewal information for FY20

Action #18173 Motion by G. Bjorklund, second by P. Blue to approve the Health, Delta Dental and Life Insurance rates for 2019-20, setting monthly insurance allocation at \$738.12. All present voting in favor, motion carried.

Trust and Agency Policy

Action #18174 Motion by J. Homola, second by J. Petersen to approve the Trust and Agency Policy. All present voting in favor, motion carried.

Executive Session

Action #18175 Pursuant to – Personnel 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 K. Weinberg, second by A. Berger to enter executive session at 7:42 P.M. All present voting in favor, motion carried.

President Akin declared the board out of executive session at 8:03 P.M.

Action Items after Executive Session

Angel Dubro, SLP, request to move from .42 FTE to .50 FTE

Action #18176 Motion by N. Koehlmoos, second by J. Petersen to approve Angel Dubro's request to move from .42 FTE to .50 FTE – 88 days. All present voting in favor, motion carried.

Offer contracts to Unit 1 and 2 and ESY employees – issue date April 23, return date May 7, 2019

Action #18177 Motion by G. Bjorklund, second by S. Braaten to offer contracts to Unit 1 and 2 and ESY employees. All present voting in favor, motion carried.

Executive Session

Action #18178 Pursuant to – Personnel SDCL 1-25-2(4) Preparing for contract negotiations or negotiating with employee or employee representatives.

Motion by N. Koehlmoos, second by J. Petersen to enter executive session at 8:04 P.M. All present voting in favor, motion carried.

President Akin declared the board out of executive session at 8:23 P.M.

Action Items after Executive Session

Set Director Salary and Benefits

Action #18179 Motion by J. Homola, second by A. Berger to set Director salary at \$100,000 for the 2019-20 and 2020-21 contract years. Health Insurance coverage will remain equivalent to the coverage he has currently. All present voting in favor, motion carried.

Set Business Manager Salary and Benefits

Action #18180 Motion by K. Weinberg, second by A. Schuurman to set Business Manager salary at \$50,000 and add an additional 8 vacation days for the 2019-20 contract year. All present voting in favor, motion carried.

Set Assistant Director Salary and Benefits

Action #18181 Motion by G. Bjorklund, second by P. Blue to set Assistant Director salary with a 2.5% increase in salary and set contract days to 210 from 220 for 2019-20 contract year. All present voting in favor, motion carried.

Set salaries and offer contracts to paraprofessionals and office staff – issue date April 23, return date May 7, 2019

Action #18182 Motion by J. Homola, second by S. Braaten to set salaries and offer contract to paraprofessionals and office staff with a \$.50 increase in hourly rate. All present voting in favor, motion carried.

Adjournment

Action #18183 With there being no further business, motion by J. Homola, second by G. Bjorklund, 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, May 20, 2019 at 7:00 P.M.

Cory Akin, President

Tiffany Stormo, Business Manager