

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, May 20, 2019

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, May 20, 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 8:10 P.M.

Members present:

Justin Petersen, Arlington; Cory Akin, Castlewood; Greg Marx, Clark; Norman Koehlmoos, DeSmet; Carie Knutson, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Krecia Weinberg, Estelline; Kathy Roe, Florence; Joe Homola, Hamlin; Paula Blue, Henry; Jerod Olson, Lake Preston; Sue Braun, Rosholt; Gene Bjorklund, Sioux Valley; Lisa Amdahl, Summit; Penny Thyen, Waverly/South Shore; Joel Shoemaker, Webster; Tia Felberg, Willow Lake

Absent:

Misty Fredrickson, Britton-Hecla; Tasina Halbert, Enemy Swim Day School; Greg Bich, Iroquois; Art Berger, Waubay; John Remund, Wilmot

Others Attending:

NESC Staff Representatives: None present

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

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 #18184 Motion by C. Knutson, second by A. Schuurman to approve the agenda as presented. All present voting in favor, motion carried.

Introduction of Guests

Jim Block, Brian Jandahl and Philip Schonebaum were introduced as guests.

Conflicts of Interest

No conflicts of interest were presented.

Public Comment

No public comments were presented.

Financial Report

Action #18185 Motion by J. Homola, second by K. Weinberg to approve the financial report for the period ending April 30, 2019. All present voting in favor, motion carried.

| | <u>General Fund</u> | <u>Special Education Fund</u> | <u>Agency Fund</u> |
|---|---------------------|-------------------------------|--------------------|
| April 1, 2019 | \$292,844.53 | \$795,845.53 | \$14,886.94 |
| <u>Receipts:</u> | | | |
| Local Sources | \$67,279.99 | \$160,272.32 | \$5,662.79 |
| State Sources | | \$52,808.43 | |
| Federal Sources | | \$135,857.00 | |
| Other | | \$4,915.02 | |
| <u>Total Monthly Receipts</u> | <u>\$67,279.99</u> | <u>\$353,852.77</u> | <u>\$5,662.79</u> |
| Total Gross Receipts | \$360,124.52 | \$1,149,698.30 | \$20,549.73 |
| Manual Journal Entry | | | |
| Less Salaries | \$9,547.10 | \$267,075.11 | |
| Less Disbursements | \$14,219.77 | \$83,319.76 | \$5,746.68 |
| <u>Total Salaries & Disbursements</u> | <u>\$23,766.87</u> | <u>\$350,394.87</u> | <u>\$5,746.68</u> |
| Ending Cash Balance | | | |
| April 30, 2019 | \$336,357.65 | \$799,303.43 | \$14,803.05 |

Consent Agenda

Action #18186 Motion by J. Shoemaker, second by G. Marx to approve the following items on the consent agenda: 7a) Approval of April 15, 2019 meeting minutes; 7b) Approval of May 2019 claims; 7c) Approval of 2019-20 Unit 1 and 2, ESY, Paraprofessionals, Office Staff and Custodian contracts; 7d) Approval of 2019-20 Director, Assistant Director, and Business Manager contracts; 7e) Approval of 2019-20 Reading Recovery contracts – Pierre-\$5,410.59; Highmore Harrold-\$3,246.35; 7f) Approval of 2019-20 Unit 2 Negotiated Agreement; 7g) Approval of 2019-20 Unit 1 Negotiated Agreement. All present voting in favor, motion carried.

May 2019 Accounts Payable

General Fund: AUTOMATIVE SERVICE CENTER, THE MAINT 334.17; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 522.28; BOERSMA, HARRY MAINT 100.00; BRIAN'S GLASS AND DOOR, INC AUTO DOOR REPAIR 10.22; CENEX FLEETCARD MAINT & GAS 5,177.66; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 30.69; DELYLE'S SOUTH 81 SERVICE, INC. MAINT 426.18; DUST TEX SERVICE, INC. APRIL 19 RUG RENTAL 7.49; ESTELLINE COMMUNITY OIL CO. MAINT 116.51; GESSWEIN MOTORS, INC. MAINT 43.52; HAMLIN COUNTY FARMERS COOP MAINT & GAS 1,022.00; JURGENS OIL MAINT 46.90; NESC IMPREST 120.11; NESC PAYROLL MAY 19 9,590.02; OTTER TAIL POWER CO. ELEC 55.67; PALMLUND AUTOMOTIVE MAINT 67.64; SANFORD HEALTH PLAN HSA/FSA FEES 10.64; SCHMIDT, ROCHELLE REIMB FUEL 10.92; SCOTTING HEATING & COOLING FURN/AC SERV 11.42; STORMO, TIFFANY BM MEALS 5.18; TOWN OF HAYTI WATER 4.97; W.W. TIRE SERVICE MAINT 426.36; Webster School District REIMB FLEET MAINT 159.70

Fund Total: \$17,777.97

Special Education Fund: BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 17,232.79; BRIAN'S GLASS AND DOOR, INC AUTO DOOR REPAIR 62.76; BRITTON-HECLA SCHOOL DISTRICT APRIL 19 MI 86.52; CASTLEWOOD SCHOOL DISTRICT APRIL 19 USE FEE 677.33; COMMUNITY TRANSIT, INC. TRANS - SISSETON 16.15; DUST TEX SERVICE, INC. APRIL 19 RUG RENTAL 45.98; GENT, MELISSA PSYCH MEALS 47.00; HAMLIN SCHOOL DISTRICT APRIL 19 USE FEE 883.24; PARENT APRIL 19 MI 90.72; MITCHELL TECHNICAL INSTITUTE M.W. REGIS 50.00; NESC IMPREST 562.57; NESC PAYROLL MAY 19 268,967.08; OTTER TAIL POWER CO. ELEC 341.94; SANDLER, LOUIS BCBA SERV - WEB 270.00; SANFORD HEALTH PLAN HSA/FSA FEES 65.36; SCOTTING HEATING & COOLING FURN/AC SERV 70.18; SKOGSTAD, SHELLY PSYCH MEALS 47.00; STORMO, TIFFANY BM MEALS 31.82; SW/WC SERVICE COOPERATIVE BEHAVIOR ANALYST CONTRACT 1,430.04; TOWN OF HAYTI WATER 30.53; WEBSTER SCHOOL DISTRICT APRIL 19 USE FEE 535.09; WIESE, RITA APRIL 19 HOME VISITS - MI 57.54

Fund Total: \$291,601.64

Discussion Items

May 1, 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.

Summer office hours

Director Aberle discussed an option for summer office hours. The proposed hours are as follows: June 3, 2019 – August 2, 2019---Monday through Thursday 7:30 a.m. to 3:30 p.m.; Friday 7:30 a.m. to 12:00 p.m.

2019-20 Property and Liability Insurance

Business Manager Stormo discussed the rates for 2018-19 Property and Liability Insurance.

Paper Purchase

Business Manager Stormo informed the Board that she has requested sealed bids for coop paper purchase.

Action Items

Set summer office hours

Action #18187 Motion by A. Schuurman, second by T. Felberg to set the summer office hours as follows: June 3, 2019 – August 2, 2019---Monday through Thursday 7:30 a.m. to 3:30 p.m.; Friday 7:30 a.m. to 12:00 p.m. All present voting in favor, motion carried.

Accept audit quote for FY19 audit – William and Neale & Co., P.C. \$9,000

Action #18188 Motion by C. Knutson, second by J. Homola to approve contract from William and Neale & Co. at \$9,000. All present voting in favor, motion carried.

Executive Session

Action #18189 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 J. Petersen, second by N. Koelmoos to enter executive session at 7:52 P.M. All present voting in favor, motion carried.

President Akin declared the board out of executive session at 8:09 P.M.

Adjournment

Action #18190 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, June 17, 2019 at 7:00 P.M.

Cory Akin, President

Tiffany Stormo, Business Manager