

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, September 16, 2019

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, September 16, 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 7:39 P.M.

**Members present:**

Jolene King, Arlington; Gary Brassfield, Britton-Hecla; Cory Akin, Castlewood; Greg Marx, Clark; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; 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; Denise Lutkemeier, Wilmot

**Absent:**

Tasina Halbert, Enemy Swim Day School; Todd Bjorklund, Estelline; John Kahnke, Florence; Greg Bich, Iroquois; Art Berger, Waubay; Martin Looyenga, Webster; Tia Felberg, Willow Lake

**Others Attending:**

NESC Staff Representatives: None present

Member District Superintendents: 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 #20-12* Motion by J. Homola, second by C. Knutson, to approve the agenda with the following additions: 8g) Leasing of vehicle to member districts and non-member districts; 9d) Approve vehicle lease rate. All present voting in favor, motion carried.

**Introduction of Guests**

Philip Schonebaum was introduced as a guest.

**Conflicts of Interest**

No conflicts of interest were presented.

**Public Comment**

No public comments were presented.

### Financial Report

*Action #20-13* Motion by G. Bjorklund, second by C. Knutson, to approve the financial report for the period ending August 31, 2019. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
<b>August 1, 2019</b>	<b>\$276,159.80</b>	<b>\$525,646.16</b>	<b>\$29,399.40</b>
<u>Receipts:</u>			
Local Sources	\$10,246.98	\$196,511.21	
State Sources		\$3,265.08	
Federal Sources			
Other	\$72,531.29	\$4,841.17	\$2,485.02
<u>Total Monthly Receipts</u>	<u>\$82,778.27</u>	<u>\$204,617.46</u>	<u>\$2,485.02</u>
Total Gross Receipts	\$358,938.07	\$730,263.62	\$31,884.42
Manual Journal Entries			
Less Salaries	\$8,594.04	\$281,995.71	
Less Disbursements	\$40,841.40	\$42,617.81	\$6,990.59
<u>Total Salaries &amp; Disbursements</u>	<u>\$49,435.44</u>	<u>\$324,613.52</u>	<u>\$6,990.59</u>
<b>Ending Cash Balance August 31, 2019</b>	<b>\$309,502.63</b>	<b>\$405,650.10</b>	<b>\$24,893.83</b>

### Consent Agenda

*Action #20-14* Motion by D. Lutkemeier, second by G. Marx, to approve the following items on the Consent Agenda: 7a) Approval of August 19, 2019 Board of Directors minutes; 7b) Approval of payment of September 2019 claims; 7c) Approval of resignation, Gerald Aberle – Director – effective June 30, 2021. All present voting in favor, motion carried.

### September 2019 Accounts Payable

**GENERAL FUND:** ASBSD JOINT CONVENTION 37.00; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 388.50; CENEX FLEETCARD GASOLINE 2,552.31; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 13.59; DAKOTA DATA SHRED PROF/SHRED DOC 36.86; DELYLE'S SOUTH 81 SERVICE, INC. MAINT 2,431.79; DUST TEX SERVICE, INC. AUG 19 RUG RENTAL 10.70; ESTELLINE COMMUNITY OIL CO. MAINT 202.42; GESSWEIN MOTORS, INC. MAINT 182.84; HAMLIN COUNTY FARMERS COOP FY20 PROPANE FILL 1,035.28; NESC IMPREST 47.64; NESC PAYROLL SEPT 19 8,708.36; PALMLUND AUTOMOTIVE MAINT 1,308.77; SANFORD HEALTH PLAN HSA/FSA FEES 7.60; STORMO, TIFFANY MI REIMB 9.07; TOWN OF HAYTI WATER 3.55; W.W. TIRE SERVICE MAINT 32.05

**FUND TOTAL: \$17,008.33**

**SPECIAL EDUCATION FUND:** ASBSD JOINT CONVENTION 333.00; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 8,081.43; BRITTON-HECLA SCHOOL DISTRICT AUG 19 MI 21.42; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 122.31; CRUMP, NANCY MI REIMB 52.08; DAKOTA DATA SHRED PROF/SHRED DOC 331.69; DUST TEX SERVICE, INC. AUG 19 RUG RENTAL 96.24; HAMLIN COUNTY FARMERS COOP FY20 PROPANE FILL 1,984.50; LUX, LOIS MI REIMB 40.32; PARENT AUG 19 MI 45.36; NESC IMPREST 506.67; NESC PAYROLL SEPT 19 270,221.38; SANFORD HEALTH PLAN

HSA/FSA FEES 68.40; SDASP N.J., J.F., M.G., T.G., M.M.,S.S. REGIS 1,150.00; SKOGSTAD, SHELLY NASP DUES 210.00; STORMO, TIFFANY MI REIMB 81.65;TOWN OF HAYTI WATER 31.95; WENZ, MELODY MI REIMB 84.42

**FUND TOTAL: \$283,462.82**

**Discussion Items**

**September 4, 2019 Advisory Board meeting minutes**

Director Aberle reviewed the minutes from the advisory meeting.

**Assistant Director’s Report**

Assistant Director Frewing gave his monthly report.

**Director’s Report**

Director Aberle gave his monthly report.

**Surplus Vehicles**

Director Aberle discussed the list of surplus vehicles.

**Colored Paper**

Aberle discussed the supply of colored paper NESC has in storage and would like to distribute that to the coop schools.

**FAPE and non-resident preschool students**

Discussion was held concerning providing services to students who are at least 3 years of age, but not yet enrolled in kindergarten. The district responsible for child find and FAPE for these kids is always the resident district, even if the student is attending a preschool program or FACE program in a non-resident district. NESC is willing to contract with the non-resident district to provide services to these students if all parties are in agreement. Costs for these services were discussed.

**Leasing of vehicles to member districts and non-member districts**

Discussion was held on leasing vehicles to member districts and non-member districts.

**Action Items**

**Approval to declare vehicles as surplus**

*Action #20-15* Motion by D. Lutkemeier, second by J. Olson to declare 4 vehicles as surplus property to be sold by sealed bids. All present voting in favor, motion carried.

Fixed Asset No. 0302	2001 DODGE STRATUS	Serial#: 1B3EJ46X41N613923
Fixed Asset No. 0309	2004 CHEVY CLASSIC	Serial#: 1G1ND52F54M655142
Fixed Asset No. 0324	2006 CHEVY MALIBU	Serial#: 1G1ZT53F76F206068
Fixed Asset No. 0342	2002 CHEVEROLET VENTURE VAN	Serial#: 1GNDX03E82D253851

**Declare color paper surplus**

*Action #20-16* Motion by J. Homola, second by N. Koehlmoos to approve declaring unneeded colored paper surplus and to distribute to member districts. All present voting in favor, motion carried.

**Approval of rates for services**

*Action #20-17* Motion by G. Bjorklund, second by J. Homola to set rates for speech language, early childhood, physical therapy and occupational therapy at \$60/hr, contracted occupational therapy assistant with Sanford Webster at \$51/hr, contracted occupational therapy with Sanford Webster at \$59.75/hr, and occupational therapy and physical therapy with Marshall County Health Care at \$61/hr . All present voting in favor, motion carried.

Approval of vehicle lease rate

*Action #20-18* Motion by A. Schuurman, second by P. Blue to approve rates to lease vehicles to member districts at the State rate - currently at \$.42/mile and non-members at the Federal rate - currently at \$.58/mile. All present voting in favor, motion carried.

Executive Session

No executive session was held.

Adjournment

*Action #20-19* With there being no further business, motion by C. Knutson, 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, October 21, 2019 at 7:00 P.M.

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**Cory Akin, President**

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**Tiffany Stormo, Business Manager**