

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, October 21, 2019

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, October 21, 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 7:36 P.M.

Members present:

Jolene King, Arlington; Cory Akin, Castlewood; Greg Marx, Clark; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Todd Bjorklund, Estelline; Joe Homola, Hamlin; Jerod Olson, Lake Preston; Shane Braaten, Rosholt; Gene Bjorklund, Sioux Valley; Art Berger, Waubay; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Tia Felberg, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Gary Brassfield, Britton-Hecla; Lisa Lauterhahn, Enemy Swim Day School; John Kahnke, Florence; Paula Blue, Henry; Greg Bich, Iroquois; Lisa Amdahl, Summit

Others Attending:

NESC Staff Representatives: None present

Member District Superintendents: Jim Block, Webster; 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 #20-20 Motion by D. Lutkemeier, second by C. Knutson, to approve the agenda as presented. All present voting in favor, motion carried.

Introduction of Guests

Troy Hieb, Jim Block 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 #20-21 Motion by A. Schuurman, second by J. Homola, to approve the financial report for the period ending September 30, 2019. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
September 1, 2019	\$309,502.63	\$405,650.10	\$24,893.83
<u>Receipts:</u>			
Local Sources	\$3,185.03	\$112,751.47	
State Sources		\$4,394.05	
Federal Sources			
Other		\$282,653.00	\$2,997.66
<u>Total Monthly Receipts</u>	<u>\$3,185.03</u>	<u>\$399,798.52</u>	<u>\$2,997.66</u>
Total Gross Receipts	\$312,687.66	\$805,448.62	\$27,891.49
Manual Journal Entries			
Less Salaries	\$8,708.36	\$270,221.38	
Less Disbursements	\$8,299.97	\$13,241.44	\$2,874.75
<u>Total Salaries & Disbursements</u>	<u>\$17,008.33</u>	<u>\$283,462.82</u>	<u>\$2,874.75</u>
Ending Cash Balance			
September 30, 2019	\$295,679.33	\$521,985.80	\$25,016.74

Consent Agenda

Action #20-22 Motion by S. Braaten, second by G. Bjorklund, to approve the following items on the Consent Agenda: 7a) Approval of September 16, 2019 Board of Directors minutes; 7b) Approval of payment of October 2019 claims; 7c) Approval of lease agreement, Clark School District - \$.42 per mile. All present voting in favor, motion carried.

October 2019 Accounts Payable

GENERAL FUND: A&P CONSTRUCTION LLC BUILD MAINT 81.67; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 142.48; BULLERT AUTO MAINT 223.49; CENEX FLEETCARD GASOLINE 4,482.31; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 10.19; CHURCHILL,MANOLIS,FREEMAN,KLUDT,SHELTON ELA CONF/AUDIT LETTER 26.94; CRAIG BASS SANITARY SERVICE JULY-SEPT 19 GARB 13.65; DELYLE'S SOUTH 81 SERVICE, INC. MAINT 2,881.31; DUST TEX SERVICE, INC. SEPT 19 RUG RENTAL 5.35; EMC INSURANCE FY20 ADD VEHICLE COV 21.90; ESTELLINE COMMUNITY OIL CO. MAINT & GASOLINE 71.42; HAMLIN COUNTY FARMERS COOP GASOLINE 672.37; JURGENS OIL MAINT 41.91; KORMANAGEMENT SERVICES, LLC DRUG TEST Q1 1,444.04; NESC IMPREST 44.80; NESC PAYROLL OCT 19 8,567.69 NESC SPECIAL REVENUE PROJECTS FY20 1ST QTR EXP MI 1,118.00; NORTHEAST SUPT DUES 8.00; OTTER TAIL POWER CO. ELEC 16.27; SANFORD HEALTH PLAN HSA/FSA FEES 5.77;TOWN OF HAYTI WATER 3.55; W.W. TIRE SERVICE MAINT 742.51 WIESNER, JAMIE REIMB FUEL 10.00

FUND TOTAL: \$20,635.62

SPECIAL EDUCATION FUND: A&P CONSTRUCTION LLC BUILD MAINT 734.98; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 7,743.40; BRITTON-HECLA SCHOOL DISTRICT SEPT 19 MI 16.80;CASTLEWOOD SCHOOL DISTRICT SPET 19 USE FEE 396.92; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 91.70; CHURCHILL,MANOLIS,FREEMAN,KLUDT,SHELTON ELA CONF/AUDIT LETTER 242.46; CRAIG BASS SANITARY SERVICE JULY-

SEPT 19 GARB 122.85; DUST TEX SERVICE, INC. SEPT 19 RUG RENTAL 48.12; EMC INSURANCE FY20 ADD VEHICLE COV 197.10; HAMLIN SCHOOL DISTRICT SPET 19 USE FEE 751.84; JUTTINGS GROCERY CB SUPP - HAMLIN 7.79; PARENT SEPT 19 MI 100.80; NESC IMPREST 359.40; NESC PAYROLL OCT 19 276,391.83; NESC SPECIAL REVENUE PROJECTS FY20 1ST QTR EXP MI 51,323.78; NORTHEAST SUPERINTENDENTS SUPT DUES 72.00; OTTER TAIL POWER CO. ELEC 146.42; SANFORD HEALTH PLAN HSA/FSA FEES 51.93; SW/WC SERVICE COOPERATIVE BEHAVIOR ANALYST CONTRACT 14,652.33; TOWN OF HAYTI WATER 31.95; WEBSTER SCHOOL DISTRICT SEPT 19 USE FEE 493.10; WHIPKEY, SARAH OT DUES 99.00
WIESE, RITA SEPT 19 MI 17.64

FUND TOTAL: \$354,094.14

Discussion Items

Audit Report for FY19

Troy Hieb with William Neale & Co. P.C. presented FY19 audit report.

October 2, 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.

Shelly Skogstad, School Psychologist of the Year

Action #20-23 Motion by D. Lutkemeier, second by C. Knutson to congratulate Shelly Skogstad for receiving the 2019 School Psychologist of the Year Award. All present voting in favor, motion carried.

Action Items

Approve Center Base tuition rates

Action #20-24 Motion by J. Homola, second by J. Olson to approve Center Base tuition rates. All present voting in favor, motion carried.

Base Rate	\$47,066.92
First Placement	\$60,928.13
Second Placement	\$47,066.92
Third Placement	\$35,300.19

Approve Audit Report for FY19

Action #20-25 Motion by S. Braaten, second by J. King to approve the audit report for FY19. All present voting in favor, motion carried.

Approve Surplus Vehicle Bids

Action #20-26 Motion by G. Bjorklund, second by T. Bjorklund to approve all high bids on the surplus vehicles. All present voting in favor, motion carried.

Fixed Asset No. 0302	2001 Dodge Stratus	Jim Holbeck	\$412.00
Fixed Asset No. 0309	2004 Chev Classic	Bryan Pedersen	\$671.58
Fixed Asset No. 0324	2006 Chev Malibu	Cole Kannas	\$1,100.95
Fixed Asset No. 0342	2002 Chev Venture Van	Jim Holbeck	\$412.00

Executive Session

No executive session was held.

Adjournment

Action #20-27 With there being no further business, motion by J. Homola, second by A. Schuurman, 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, November 18, 2019 at 7:00 P.M.

Cory Akin, President

Tiffany Stormo, Business Manager