

January 16, 2020

Hello NESC Board of Directors

Meeting Location:

Our January meeting will be held Monday, January 20, 2020 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

Northeast Educational Services Cooperative
P.O. Box 327 • Hayti, South Dakota 57241
605-783-3607 • Fax 605-783-3259

January 16, 2020

Dear NESC Board Members:

Our January board meeting will be held on Monday, January 20, 2020. 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

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

NESC BOARD OF DIRECTORS' MEETING

Proposed Agenda

Date: January 20, 2020

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 December 2019 financial report
7. Consent Agenda
 - a. Approval of December 16, 2019 meeting minutes
 - b. Approval of payment of January 2020 budget claims
 - c.
 - d.
 - e.
8. Discussion Items
 - a. January 8, 2020 Advisory Board meeting minutes
 - b. Assistant Director Report
 - c. Director Report
 - d. FMLA (Family Medical Leave Act) Policy
 - e. Bathroom Remodel
 - f. Vehicle Purchases
9. Action Items
 - a. Offer Business Manager Contract (after executive session)
 - b.
 - c.
 - d.
10. Executive Session (If needed)
 - a. Personnel—SDCL 1-25-2(1) Director and Business Manager Evaluation

FOR ONLY AUDIO ACCESSIBILITY 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 December 2019 financial report**
- 7. Consent Agenda**
 - a. **Approval of December 16, 2019 meeting minutes.** Please review enclosed minutes.
 - b. **Approval of payment of January 2020 budget claims.** Please review the enclosed budget claims.
 - c.
 - d.
 - e.
- 8. Discussion Items**
 - a. **January 8, 2020 Advisory Board meeting minutes.** Please review the enclosed minutes.
 - b. **Assistant Director Report.**
 - c. **Director Report.**
 - d. **FMLA (Family Medical Leave Act) Policy.** We need to update our FMLA policy.
 - e. **Bathroom Remodel.** I will have a more detailed cost for this project.
 - f. **Vehicle purchase.** We have not been able to secure any used vehicles through SD Federal Surplus. Other options need to be explored.
- 9. Action Items**
 - a. **Offer Business Manager Contract (after executive session)**
 - b.
 - c.
 - d.
- 10. Executive session**
 - a. **Personnel—SDCL 1-25-2(1) Director and Business Manager Evaluation**

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				
December 1, 2019	<u>\$322,962.46</u>	<u>\$599,223.59</u>	<u>\$25,254.95</u>	<u>\$947,441.00</u>

Receipts:

Local Sources:

1312 Center Base Tuition		\$63,389.96		\$63,389.96
1332 Extended School Year Tuition		\$73,902.15		\$73,902.15
1510 Interest	\$19.53	\$1,279.10		\$1,298.63
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	\$943.90	\$104,541.02		\$105,484.92
1990 Reading Recovery	\$2,112.96			\$2,112.96
1990 Reading Recovery-Other LEAs	\$3,246.35			\$3,246.35
1990 Miscellaneous	\$18.88	\$169.87	\$2,748.98	\$2,937.73
1990 Northern Plains				\$0.00
1990 Special Projects-Indirect Cost				\$0.00
1990 Drug & Alcohol Pool				\$0.00
1990 Expensed Mileage				\$0.00

State Sources:

3119 Grants-in-Aid: Ed. Specialist				\$0.00
3900 Part C Funds		\$3,554.34		\$3,554.34
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		\$144,682.00		\$144,682.00
4175 IDEA Part B 611-Private				\$0.00
4186 IDEA Part B 619		\$3,870.00		\$3,870.00

Other Receipts:

120 Accounts Receivable				\$0.00
140 Due from other Governments	\$8,875.00	\$4,669.29		\$13,544.29
Other Receipts	\$2,520.81			\$2,520.81

Total Monthly Receipts	\$17,737.43	\$400,057.73	\$2,748.98	\$420,544.14
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Balance Frwd plus Revenue to date	\$340,699.89	\$999,281.32	\$28,003.93	\$1,367,985.14
Manual Journal Entry				\$0.00
Manual Journal Entry Revenue				\$0.00

Less Salaries & Disbursements

Salaries	\$8,561.56	\$271,122.07		\$279,683.63
Disbursements	\$12,009.97	\$20,951.71	\$3,992.83	\$36,954.51
Less Total Salaries & Disbursements	\$20,571.53	\$292,073.78	\$3,992.83	\$316,638.14

CASH BALANCE

December 31, 2019	\$320,128.36	\$707,207.54	\$24,011.10	\$1,051,347.00
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Balance Sheet

Clearing Account XX-101-002	\$0.00	\$0.00	\$0.00	\$0.00
Checking Account XX-101	\$6.87	\$233,691.86	\$16,249.64	\$249,948.37
Money Market Savings XX-105	\$320,121.49	\$388,759.73	\$7,761.46	\$716,642.68
Certificates of Deposit XX-106	\$0.00	\$79,755.95	\$0.00	\$79,755.95
Imprest XX-108	\$0.00	\$5,000.00	\$0.00	\$5,000.00
TOTALS	\$320,128.36	\$707,207.54	\$24,011.10	\$1,051,347.00
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00

Regular; Processing Month 12/2019; Fund Number 10, 22

Fund: 10 GENERAL FUND

Account Number	Description	Revised Budget	During Month	To Date	% of Budget	Budget Balance
10 1510	INTEREST	325.00	19.53	285.38	87.81	39.62
10 1941 014	ESA 1 LEA ASSESSMENTS	0.00	0.00	0.00	0.00	0.00
10 1941 015	SHARED SERVICES-1 REV OTHER SOURCES-LEAs	79,603.82	0.00	79,603.82	100.00	0.00
10 1941 017	SHARED SERVICES GRANT	37,271.25	0.00	0.00	0.00	37,271.25
10 1990 009	NON-SP.ED. ASSESSMENTS	11,326.58	943.90	5,663.40	50.00	5,663.18
10 1990 012	READING RECOVERY ASSESSMENTS	38,160.62	2,112.96	25,483.10	66.78	12,677.52
10 1990 013	READING RECOVERY-OTHER LEAs	8,656.94	3,246.35	8,656.94	100.00	0.00
10 1990 018	MISCELLANEOUS	0.00	18.88	18.88	0.00	(18.88)
10 1990 020	NORTHERN PLAINS	958.85	0.00	0.00	0.00	958.85
10 1990 073	D&A POOL ASSESSMENTS	9,925.44	0.00	9,925.19	100.00	0.25
10 1990 200	EXPENSED MILEAGE FROM SPED	261,430.00	0.00	52,441.78	20.06	208,988.22
Subtotal: LOCAL SOURCES		447,658.50	6,341.62	182,078.49	40.67	265,580.01
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	2,596.53	0.00	(2,596.53)
10 5140	COMPENSATION FOR LOSS OF ASSET	0.00	2,520.81	2,520.81	0.00	(2,520.81)
Subtotal: 5000		0.00	2,520.81	5,117.34	0.00	(5,117.34)
Fund Total:		447,658.50	8,862.43	187,195.83	41.82	260,462.67

Regular; Processing Month 12/2019; Fund Number 10, 22

Fund: 22 SPECIAL EDUCATION FUND

Account Number	Description	Revised Budget	During Month	To Date	% of Budget	Budget Balance
22 1312	TUITION-CENTER BASE	516,631.94	63,389.96	192,345.89	37.23	324,286.05
22 1312 100	TUITION-ESY	95,282.75	73,902.15	73,902.15	77.56	21,380.60
22 1510	INTEREST	1,700.00	1,279.10	2,489.11	146.42	(789.11)
22 1950	REFUND OF PRIOR YEAR EXPENSE	0.00	0.00	38.25	0.00	(38.25)
22 1990 002	MISCELLANEOUS-CENTER BASE	0.00	0.00	0.00	0.00	0.00
22 1990 003	SPED ASSESSMENTS	1,254,491.52	104,541.02	627,246.12	50.00	627,245.40
22 1990 018	MISCELLANEOUS	5,000.00	169.87	169.87	3.40	4,830.13
22 1990 019	SPECIAL PROJECTS INDIRECT COSTS	5,000.00	0.00	0.00	0.00	5,000.00
22 1990 020	NORTHERN PLAINS	18,218.21	0.00	0.00	0.00	18,218.21
22 1990 021	OLDHAM-RAMONA	38,000.00	0.00	9,500.00	25.00	28,500.00
Subtotal: LOCAL SOURCES		1,934,324.42	243,282.10	905,691.39	46.82	1,028,633.03
22 3119 071	STATE GRANTS-IN-AID: ED.SPEC.	128,140.56	0.00	0.00	0.00	128,140.56
22 3900 013	STATE REVENUE: PART C FUNDS	40,000.00	3,554.34	22,435.20	56.09	17,564.80
22 3900 014	STATE REVENUE: PART B FUNDS	4,500.00	0.00	3,089.86	68.66	1,410.14
Subtotal: STATE SOURCES		172,640.56	3,554.34	25,525.06	14.79	147,115.50
22 4175 475	REGULAR IDEA PART B 611	1,773,945.00	144,682.00	495,595.00	27.94	1,278,350.00
22 4175 476	REGULAR IDEA PART B 611-PRIVATE SCHOOL	0.00	0.00	0.00	0.00	0.00
22 4186 486	REGULAR IDEA PART B 619	51,015.00	3,870.00	13,215.00	25.90	37,800.00
Subtotal: FEDERAL SOURCES		1,824,960.00	148,552.00	508,810.00	27.88	1,316,150.00
22 5110	OPERATING TRANSFER IN	75,000.00	0.00	0.00	0.00	75,000.00
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		75,000.00	0.00	0.00	0.00	75,000.00
Fund Total:		4,006,924.98	395,388.44	1,440,026.45	35.94	2,566,898.53

Revenue Summary Report

Processing Month: 12/2019

Regular; Processing Month 12/2019; 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:	4,454,583.48	404,250.87	1,627,222.28	36.53	2,827,361.20

Account Number	Account Description	BUDGET	CURRENT MO.EXP.	EXP.TO DATE	% OF BUDGET	BALANCE AT EOM
10	GENERAL FUND					
1111	READING RECOVERY	\$46,817.56	\$2,800.61	\$18,466.45	39.44	\$28,351.11
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$116,875.07	\$2,908.81	\$17,142.26	14.67	\$99,732.81
2227	TECHNOLOGY SUPPORT	\$5,475.04	\$257.62	\$2,519.22	46.01	\$2,955.82
2319	BOARD OF EDUCATION SERVICES	\$11,063.80	\$705.81	\$7,524.34	68.01	\$3,539.46
2329	ADMINISTRATION	\$31,036.91	\$2,113.03	\$13,211.37	42.57	\$17,825.54
2529	ADMINISTRATION-FISCAL SERVICES	\$9,859.25	\$709.01	\$4,732.38	48.00	\$5,126.87
2542	OPERATION & MAINTENANCE BLDGS.	\$9,931.43	\$223.12	\$1,251.62	12.60	\$8,679.81
2545	VEHICLE SERVICE	\$221,674.00	\$9,475.97	\$66,777.03	30.12	\$154,896.97
2551	DRUG & ALCOHOL TESTING POOL	\$9,925.44	\$0.00	\$1,444.04	14.55	\$8,481.40
8110	OPERATING TRANSFERS OUT	\$75,000.00	\$0.00	\$0.00	0.00	\$75,000.00
10	GENERAL FUND	\$537,658.50	\$19,193.98	\$133,068.71	24.75	\$404,589.79
22	SPECIAL EDUCATION FUND					
1221	EXTENDED SCHOOL YEAR	\$95,282.75	\$0.00	\$83,978.93	88.14	\$11,303.82
1223	CENTER BASE DAY PROGRAMS	\$516,631.94	\$39,285.49	\$170,759.67	33.05	\$345,672.27
1226	EARLY CHILDHOOD SERVICES	\$364,703.07	\$26,023.65	\$116,816.98	32.03	\$247,886.09
1227	PROLONGED ASSISTANCE PROGRAMS	\$0.00	\$6,625.04	\$6,625.04	0.00	(\$6,625.04)
2129	TRANSITION SUPPORT SERVICES	\$27,546.25	\$1,891.84	\$11,753.84	42.67	\$15,792.41
2142	PSYCHOLOGICAL SERVICES	\$582,297.81	\$42,303.53	\$199,452.68	34.25	\$382,845.13
2152	SPEECH PATHOLOGY SERVICES	\$1,118,495.20	\$85,350.90	\$368,975.35	32.99	\$749,519.85
2171	PHYSICAL THERAPY	\$318,554.96	\$22,529.89	\$135,429.13	42.51	\$183,125.83
2172	OCCUPATIONAL THERAPY	\$489,924.55	\$28,622.29	\$171,103.82	34.92	\$318,820.73
2213	PROFESSIONAL DEVELOPMENT/PRESERVICE&TCAP	\$2,500.00	\$0.00	\$340.00	13.60	\$2,160.00
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$128,140.56	\$7,930.85	\$47,392.94	36.99	\$80,747.62
2227	TECHNOLOGY SUPPORT	\$48,825.39	\$2,318.67	\$22,788.19	46.67	\$26,037.20
2319	BOARD OF EDUCATION SERVICES	\$81,574.16	\$395.60	\$61,042.04	74.83	\$20,532.12
2329	ADMINISTRATION	\$279,332.28	\$19,017.15	\$119,551.50	42.80	\$159,780.78
2529	ADMINISTRATION-FISCAL SERVICES	\$88,733.23	\$6,381.11	\$43,096.08	48.57	\$45,637.15
2542	OPERATION & MAINTENANCE BLDGS.	\$89,382.83	\$2,008.27	\$11,090.43	12.41	\$78,292.40
22	SPECIAL EDUCATION FUND	\$4,231,924.98	\$290,684.28	\$1,570,196.62	37.10	\$2,661,728.36
	Grand Total:	\$4,769,583.48	\$309,878.26	\$1,703,265.33	35.71	\$3,066,318.15

Activity Fund Balance Report - Summary - Exclude Encumbrances
12/2019 - 12/2019

Regular; Beginning Month 12/2019; Processing Month 12/2019; Accounts to Include Accounts with Activity; 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	0.00	5.63	5.63	0.00	0.00
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	2,321.72	0.00	0.00	0.00	2,321.72
71 415 806	SPECIAL OLYMPICS SD-AMT HELD FOR OTHERS	13,392.09	1,977.02	0.00	0.00	11,415.07
71 430 800	IMPREST ACCOUNT	4,700.00	361.00	300.00	0.00	4,639.00
71 453	SANFORD FLEX	3,443.58	1,649.18	2,443.35	0.00	4,237.75
Fund Total: 71		25,254.95	3,992.83	2,748.98	0.00	24,011.10

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

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, December 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 7:45 P.M.

Members present:

Jolene King, Arlington; Cory Akin, Castlewood; Greg Marx, Clark; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Arend Schuurman, Elkton; Lisa Lauterhahn, Enemy Swim Day School; Todd Bjorklund, Estelline; Jon Kahnke, Florence; Joe Homola, Hamlin; Paula Blue, Henry; Jerod Olson, Lake Preston; Shane Braaten, Rosholt; Gene Bjorklund, Sioux Valley; Lisa Amdahl, Summit; Art Berger, Waubay; Penny Thyen, Waverly/South Shore; Denise Lutkemeier, Wilmot

Absent:

Gary Brassfield, Britton-Hecla; Michelle Prins, Deuel; Greg Bich, Iroquois; Martin Looyenga, Webster; Tia Felberg, Willow Lake

Others Attending:

NESC Staff Representatives: None present

Member District Superintendents: 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 #20-32 Motion by D. Lutkemeier, second by C. Knutson, to approve the agenda as presented. All present voting in favor, motion carried.

Introduction of Guests

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 #20-33 Motion by A. Schuurman, second by S. Braaten, to approve the financial report for the period ending November 30, 2019. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
November 1, 2019	\$333,280.46	\$567,492.98	\$20,871.57
<u>Receipts:</u>			
Local Sources	\$8,481.40	\$177,783.83	
State Sources		\$3,472.69	
Federal Sources		\$143,631.00	
Other	\$1,151.12	\$19,961.93	\$6,383.35
<u>Total Monthly Receipts</u>	<u>\$9,632.52</u>	<u>\$344,849.45</u>	<u>\$6,383.35</u>
Total Gross Receipts	\$342,912.98	\$912,342.43	\$27,254.92
Manual Journal Entries			
Less Salaries	\$8,610.50	\$274,012.11	
Less Disbursements	\$11,340.02	\$39,106.73	\$1,999.97
<u>Total Salaries & Disbursements</u>	<u>\$19,950.52</u>	<u>\$313,118.84</u>	<u>\$1,999.97</u>
Ending Cash Balance			
November 30, 2019	\$322,962.46	\$599,223.59	\$25,254.95

Consent Agenda

Action #20-34 Motion by J. Homola, second by T. Bjorklund, to approve the following items on the Consent Agenda: 7a) Approval of November 18, 2019 Board of Directors minutes with the change of John Kahnke to Jon Kahnke; 7b) Approval of payment of December 2019 claims. All present voting in favor, motion carried.

December 2019 Accounts Payable

GENERAL FUND: ABC AUTOMATIC BUILDING CONTROLS ALARM SERVICE CALL 396.42; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 142.84; CENEX FLEETCARD MAINT & GAS 4,640.06; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 7.99; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON SCHOOL MATTERS 13.94; DAYS INN K.N. RR TRAVEL 81.99; DELYLE'S SOUTH 81 SERVICE, INC. MAINT 4,198.14; DUST TEX SERVICE, INC. NOV 19 RUG RENTAL 5.35; ESTELLINE COMMUNITY OIL CO. MAINT 166.95; EXPRESS EMBROIDERY AND SCREEN PRINTING BOARD SUPP 661.85; FARMERS UNION COOP OIL GAS 69.14; FRITZ CHEVROLET, INC MAINT 31.15; GESSWEIN MOTORS, INC. MAINT 332.98; HAMLIN COUNTY FARMERS COOP GAS 775.38; JURGENS OIL MAINT 41.91; NESC IMPREST 48.00; NESC PAYROLL DEC 19 8,561.56; OTTER TAIL POWER CO. ELEC 58.21; READING RECOVERY COUNCIL OF N.AMERICA K.N. MEMB DUES 75.00; SANFORD HEALTH PLAN HSA/FSA FEES 6.22; SCOTTING HEATING & COOLING FURNACE/SERVICE 32.64; TOWN OF HAYTI WATER 3.55; W.W. TIRE SERVICE MAINT 220.26

FUND TOTAL: \$20,571.53

SPECIAL EDUCATION FUND: ABC AUTOMATIC BUILDING CONTROLS ALARM SERVICE CALL 169.91; ARLINGTON SCHOOL DISTRICT ESY REFUND 19 642.91; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 10,314.27; BRITTON-HECLA SCHOOL DISTRICT ESY REFUND 19/NOV 19 MI 434.18;BUSSKOHL, CHRISTY ASHA DUES 225.00; CASTLEWOOD SCHOOL DISTRICT ESY REFUND 19/NOV 19 USE FEE 866.72; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 71.86; CHURCHILL,MANOLIS,FREEMAN,KLUDDT,SHELTON SCHOOL MATTERS 125.42; CLARK SCHOOL DISTRICT ESY REFUND 19 587.33; DEUBROOK SCHOOL DISTRICT ESY REFUND 19 763.24;DEUEL SCHOOL DISTRICT ESY REFUND 19 341.04; DUST TEX SERVICE, INC. NOV 19 RUG RENTAL 48.12; ESTELLINE SCHOOL DISTRICT ESY REFUND 19 197.96;FLORENCE SCHOOL DISTRICT ESY REFUND 19 335.50; HAMLIN SCHOOL DISTRICT ESY REFUND 19/NOV 19 USE FEE 801.97; HOLDEN, KARI MEDBRIDGE PT DUES 200.00; LAKE PRESTON SCHOOL DISTRICT ESY REFUND 19 635.55; PARENT NOV 19 MI 90.72; NESC IMPREST 252.00; NESC PAYROLL DEC 19 271,122.07;OTTER TAIL POWER CO. ELEC 523.92; SANFORD HEALTH PLAN HSA/FSA FEES 55.98;SCOTTING HEATING & COOLING FURNACE/SERVICE 293.76; SIOUX VALLEY SCHOOL DISTRICT ESY REFUND 19 706.75; SKOGSTAD, SHELLY REIMB MI 39.90; SUTTEN, KRISTINA MEDBRIDGE PT DUES 200.00; TOWN OF HAYTI WATER 31.95; WAUBAY SCHOOL DISTRICT ESY REFUND 19 156.46; WEBSTER SCHOOL DISTRICT ESY REFUND 19/NOV 19 USE FEE 706.37; WILLOW LAKE SCHOOL DISTRICT ESY REFUND 19 1,035.60; WILMOT SCHOOL DISTRICT ESY REFUND 19 97.32

FUND TOTAL: \$292,073.78

Discussion Items

Assistant Director's Report

There was no Assistant Director's report.

Director's Report

There was no Director's report.

Medicaid Report

Discussion was held on setting the Medicaid rates.

Director and Business Manager Evaluation

Director and Business Manager Evaluations were passed out. They should be mailed back to Vice-President Knutson prior to January 3, 2020 to review at January Board Meeting.

B-3 Agreement

Discussion was held on the State's new Birth to Three Provider Agreement.

Bathroom Renovation

Discussion was held on the communal bathrooms.

Action Items

Approval of B-3 Agreement

Action #20-35 Motion by G. Bjorklund, second by S. Braaten to approve Birth to Three Provider Agreement. Director Aberle will attach a letter detailing the discussion between Director Aberle and DOE. All present voting in favor, motion carried.

Executive Session

No executive session was held.

Adjournment

Action #20-36 With there being no further business, motion by A. Schuurman, second by G. Marx, 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, January 20, 2020 at 7:00 P.M.

Cory Akin, President

Tiffany Stormo, Business Manager

Northeast Educational Services Cooperative

JANUARY 2020 INVOICES

GENERAL FUND - 10

BASS SANITATION INC.	OCT - DEC GARBAGE	13.65
BOYD, MICKEALA	BACKGROUND CHECK	5.33
BULLERT AUTO	MAINT	364.50
CENEX FLEETCARD	MAINT & GASOLINE	3,788.05
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	11.34
DELYLE'S SOUTH 81 SERVICE, INC.	MAINT	2,671.68
DON'S BODY SHOP	MAINT	2,520.81
ECOLAB	PEST CONTROL	37.28
GESSWEIN MOTORS, INC.	MAINT	585.38
HAMLIN COUNTY FARMERS COOP	MAINT & GASOLINE	868.90
JURGENS OIL	MAINT	46.90
KORMANAGEMENT SERVICES, LLC	DRUG TESTING	1,061.70
NESC IMPREST	IMPREST	48.00
NESC PAYROLL	JAN 2020	8,607.74
NESC SPECIAL REVENUE PROJECTS	FY20 2ND QTR EXP MI	2,645.20
OTTER CREEK INSTITUTE	ELEC	54.16
SANFORD HEALTH PLAN	HSA/FSA FEES	6.22
STORMO, BEN	NOV-JAN SNOW REMOVAL	57.50
TOWN OF HAYTI	WATER	3.55
TWIN VALLEY TIRE, INC.	MAINT	37.71
W.W. TIRE SERVICE	MAINT	192.62
WEBSTER AUTO CARE	MAINT	55.58
WEST UNIFIED COMMUNICATIONS	CONF CALL	0.62
<u>GENERAL FUND TOTAL:</u>		<u>23,684.42</u>

SPECIAL EDUCATION FUND - 22

BASS SANITATION INC.	OCT - DEC GARBAGE	122.85
BOYD, MICKEALA	BACKGROUND CHECK	47.92
BRITTON-HECLA SCHOOL DISTRICT	DEC 19 MI	61.32
CASTLEWOOD SCHOOL DISTRICT	DEC 19 USE FEE	396.92
CENTER OF DISABILITIES	ADOS-2 REGIS	600.00
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	102.03
CULHANE, AUTUMN	ASHA DUES	195.75
ECOLAB	PEST CONTROL	335.47
HAMLIN SCHOOL DISTRICT	DEC 19 USE FEE	751.84

HANSEN, HEATHER	ASHA DUES	225.00
JUHNKE, KARLETTE	REIMB MI	38.64
JUTTINGS GROCERY	CB SUPP - HAMLIN	5.28
PARENT	DEC 19 MI	75.60
NESC IMPREST	IMPREST	313.00
NESC PAYROLL	JAN 2020	269,905.12
NESC SPECIAL REVENUE PROJECTS	FY20 2ND QTR EXP MI	67,096.02
OTTER CREEK INSTITUTE	ELEC	487.39
SANFORD HEALTH PLAN	HSA/FSA FEES	55.98
STORMO, BEN	NOV-JAN SNOW REMOVAL	517.50
TOWN OF HAYTI	WATER	31.95
WEBSTER SCHOOL DISTRICT	DEC 19 USE FEE	493.10
WEST UNIFIED COMMUNICATIONS	CONF CALL	5.57
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>341,864.25</u>
 <u>JANUARY 2020 INVOICES TOTAL:</u>		 <u>365,548.67</u>

Northeast Educational Services Cooperative

JANUARY 2020 BMO INVOICES

GENERAL FUND - 10

INNOVATIVE OFFICE SOLUTIONS

ITC TELECOM

PUBLIC OPINION

TIME MANAGEMENT SYSTEMS, INC

US POSTAL SERVICE

VERIZON WIRELESS

GENERAL FUND TOTAL:

ADMIN SUPP

DEC PHONE SERVICES

MINUTES

TIME CLOCK

POSTAGE

NOV CELL SERIVCE

36.73

46.09

16.30

1.33

6.04

54.92

161.41SPECIAL EDUCATION FUND - 22

HY-VEE FOOD STORE

INNOVATIVE OFFICE SOLUTIONS

ITC TELECOM

MARSHALL CO. HEALTHCARE CENTER

PUBLIC OPINION

SANFORD WEBSTER MEDICAL CENTER

SUPER 8 CUSTER

TIME MANAGEMENT SYSTEMS, INC

US POSTAL SERVICE

VERIZON WIRELESS

SPECIAL EDUCATION FUND TOTAL:

CB SUPP - HAMLIN

ADMIN SUPP

DEC PHONE SERVICES

PT/OT SERVICES

MINUTES

NOV OT SERVICES

B.B. ED SPEC TRAVEL

TIME CLOCK

POSTAGE

NOV CELL SERIVCE

214.19

330.54

414.83

6,280.74

146.68

19,359.15

135.00

65.16

54.31

174.21

27,174.81JANUARY 2020 BMO INVOICES:27,336.22



A part of BMO Financial Group

INVOICE

January 05, 2020

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

Invoice Number: 0703531-2001

Invoice Amount: \$ 27,336.22

This invoice amount represents the total balances of all Corporate Card accounts for the billing period ending January 05, 2020.

Your payment is due **February 01, 2020**.

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 P.O. Box 5732 Carol Stream, IL 60197-5732	Diners Club P.O. Box 5732 Carol Stream, IL 60197-5732
Payment By Overnight Delivery	Payment By Overnight Delivery
BancTec c/o BMO Harris Bank Attn: Lockbox 5732 2012 Corporate Lane, Suite 108 Naperville, IL 60563	BancTec c/o BMO Harris Bank Attn: Lockbox 5732 2012 Corporate Lane, Suite 108 Naperville, IL 60563

If you have any questions regarding this invoice or supporting documents, please contact Corporate Client Services:

BMO Harris Accounts	Diners Club Accounts
By Phone: 1-855-825-9234	By Phone: 1-800-2-DINERS (1-800-234-6377)
By e-mail: corporate.clientservices@bmo.com	By e-mail: dinersclub.service@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: 0703531-2001
Amount Paid: \$ 27,336.22
Payment Due Date: February 01, 2020

RUN DATE: 01/06/2020

All amounts are tax inclusive and displayed in their billing currency

As an administrator you may make adjustments to these transactions

Mapped Cards

Posting Date	Tran Date	Account	Supplier	Amount
12/26/2019	12/26/2019	XXXX-XXXX-XXXX-2304	Payment - Automatic Pymt Received	-1,875.35
			Debit Total USD	0.00
			Credit Total USD	-1,875.35
			Total USD	-1,875.35

Posting Date	Tran Date	Account	Supplier	Amount
12/26/2019	12/26/2019	XXXX-XXXX-XXXX-2312	Payment - Automatic Pymt Received	-10,457.11
			Debit Total USD	0.00
			Credit Total USD	-10,457.11
			Total USD	-10,457.11

Posting Date	Tran Date	Account	Supplier	Amount
12/06/2019	12/05/2019	XXXX-XXXX-XXXX-9401	Custer Super 8	135.00
			Debit Total USD	135.00
			Credit Total USD	0.00
			Total USD	135.00

Posting Date	Tran Date	Account	Supplier	Amount
12/11/2019	12/10/2019	XXXX-XXXX-XXXX-7391	Hy-Vee Watertown 1871	214.19
			Debit Total USD	214.19
			Credit Total USD	0.00
			Total USD	214.19

Posting Date	Tran Date	Account	Supplier	Amount		
12/09/2019	12/07/2019	XXXX-XXXX-XXXX-7540	Innovative Office Solu	90.00	?	!
12/17/2019	12/16/2019	XXXX-XXXX-XXXX-7540	Usps Po 4637080684	53.00	?	!
12/18/2019	12/17/2019	XXXX-XXXX-XXXX-7540	Innovative Office Solu	210.60	?	!
12/19/2019	12/18/2019	XXXX-XXXX-XXXX-7540	Usps Po 4637080684	7.35	?	!

12/23/2019	12/21/2019	XXXX-XXXX-XXXX-7540	Innovative Office Solu	66.67	?	!
			Debit Total USD	427.62		
			Credit Total USD	0.00		
			Total USD	427.62		

Stormo Tiffany

Posting Date	Tran Date	Account	Supplier	Amount	
12/10/2019	12/09/2019	XXXX-XXXX-XXXX-0837	Int In Time Managemen	66.49	?
12/10/2019	12/09/2019	XXXX-XXXX-XXXX-0837	Marshall County Health	6,280.74	?
12/10/2019	12/10/2019	XXXX-XXXX-XXXX-0837	Vzwrlls My Vz Vb P	229.13	?
12/11/2019	12/09/2019	XXXX-XXXX-XXXX-0837	Public Opinion	162.98	?
12/11/2019	12/10/2019	XXXX-XXXX-XXXX-0837	Interstate Telecomm Co	460.92	?
01/03/2020	01/02/2020	XXXX-XXXX-XXXX-0837	Sanford Credit Card Pm	19,359.15	?
			Debit Total USD	26,559.41	
			Credit Total USD	0.00	
			Total USD	26,559.41	

Northeast Educational Services Cooperative
Advisory Board Meeting
Wednesday, January 8, 2020

The Advisory Board for the Northeast Educational Services Cooperative (NESC) met Wednesday, January 8, 2020 at Lake Area Technical Institute in Watertown, South Dakota. The meeting was called to order by Director Aberle at 10:06 A.M. and adjourned at 11:32 A.M.

Present: Brian Sampson, Arlington; Steve Benson, Britton-Hecla; Keith Fodness, Castlewood; Luanne Warren, Clark; Abi Van Regenmorter, DeSmet; Kimberly Kludt, Deubrook; Chad Schiernbeck, Deuel; Brian Jandahl, Elkton; Jeannine Metzger, Enemy Swim; Jim Lentz, Estelline; Mitch Reed, Florence; Patrick Kraning, Hamlin; Philip Schonebaum, Henry; Dana Felderman, Lake Preston; Mike Schmidt, Summit; Dean Jones, Waubay; Jon Meyer, Waverly; James Block, Webster; Chris Lee, Willow Lake; Larry Hulscher, Wilmot

Absent: Mike Ruth, Iroquois; Brian Nelson, Rosholt; Laura Schuster, Sioux Valley

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

ADVISORY BOARD AGENDA

Call to Order

Director Aberle called the meeting to order at 10:06 A.M. Aberle requested nominations for president pro-tem as Laura Schuster, Sioux Valley was absent.

Motion by Schiernbeck, second by Benson to nominate and appoint Jandahl as pro-tem. All present voting in favor, motion carried.

Financial Report

Business Manager Stormo reviewed the financial report for November 2019.

Reading Recovery

Discussion was held on Reading Recovery for next school year. Please let Director Aberle know which districts plan to participate for FY20 by February 15, 2020.

December 1 child count

Administrators are to submit the December 1 child count report to Director Aberle after submitting to DOE.

Setting Medicaid Rates

Discussion was held setting Medicaid Rates.

Stacy Solsaa – Better ME Counseling and Consulting

Stacy Solsaa discussed with the board the services she has to offer on mental health in the districts. Further discussion will be held in February to determine if NESC districts are interested in Stacy's services.

Staffing for 2020-2021

Assistant Director Frewing discussed with the board staffing for 2020-2021.

IQ Testing for Vocational Rehab

Assistant Director Frewing discussed school psychologists intelligent testing for vocational rehab qualification. The consensus of the group was that vocation rehab needs to do this testing since they are requiring it.

Future Meeting Dates

Meeting dates will be February 12 (LATI), March 4, April 1, and May 6.

Performance surveys for NESC providers

Discussion was held on Performance surveys for NESC providers. Director Aberle requests those to be submitted to him.

Adjournment

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

Tiffany Stormo, Business Manager

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE
BOARD OF DIRECTORS MEETING
Monday, January 20, 2020 - 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 December 2019 financial report
7. Consent Agenda
 - a. Approval of December 16, 2019 meeting minutes

 - b. Approval of payment of January 2020 budget claims

 - c. _____

 - d. _____

 - e. _____

8. Discussion Items
 - a. January 8, 2020 Advisory Board meeting minutes

 - b. Assistant Director Report

 - c. Director Report

 - d. FMLA (Family Medical Leave Act) Policy

 - e. Bathroom Remodel

 - f. Vehicle Purchases

9. Action Items

- a. Office Business Manager Contract (after executive session)

BOARD ACTION: _____

- b. _____

BOARD ACTION: _____

- c. _____

BOARD ACTION: _____

- d. _____

BOARD ACTION: _____

10. Executive Session (If needed)

- a. Personnel—SDCL 1-25-2(1) Director and Business Manager Evaluations