

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, January 20, 2020

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, January 20, 2020 at Lake Area Technical Institute in Watertown, SD. The meeting was called to order by Vice-President Knutson at 7:00 P.M. and adjourned at 7:55 P.M.

Members present:

Jolene King, Arlington; Greg Marx, Clark; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Lisa Lauterhahn, Enemy Swim Day School; Todd Bjorklund, Estelline; Casper Niemann, Hamlin; Paula Blue, Henry; Jerod Olson, Lake Preston; Shane Braaten, Rosholt; Gene Bjorklund, Sioux Valley; Penny Thyen, Waverly/South Shore

Absent:

Gary Brassfield, Britton-Hecla; Cory Akin, Castlewood; Greg Bich, Iroquois; Lisa Amdahl, Summit; Art Berger, Waubay; Martin Looyenga, Webster; Tia Felberg, Willow Lake; Denise Lutkemeier, Wilmot

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

Vice-President Knutson called the meeting to order at 7:00 P.M.

Agenda review, changes, and approval

Action #20-37 Motion by S. Braaten, second by G. Bjorklund, to approve the agenda as presented. 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 #20-38 Motion by C. Niemann, second by T. Bjorklund, to approve the financial report for the period ending December 31, 2019. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
December 1, 2019	\$322,962.46	\$599,223.59	\$25,254.95
<u>Receipts:</u>			
Local Sources	\$6,341.62	\$243,282.10	
State Sources		\$3,554.34	
Federal Sources		\$148,552.00	
Other	\$11,395.81	\$4,669.29	\$2,748.98
<u>Total Monthly Receipts</u>	<u>\$17,737.43</u>	<u>\$400,057.73</u>	<u>\$2,748.98</u>
Total Gross Receipts	\$340,699.89	\$999,281.32	\$28,003.93
Manual Journal Entries			
Less Salaries	\$8,561.56	\$271,122.07	
Less Disbursements	\$12,009.97	\$20,951.71	\$3,992.83
<u>Total Salaries & Disbursements</u>	<u>\$20,571.53</u>	<u>\$292,073.78</u>	<u>\$3,992.83</u>
Ending Cash Balance			
December 31, 2019	\$320,128.36	\$707,207.54	\$24,011.10

Consent Agenda

Action #20-39 Motion by S. Braaten, second by A. Schuurman, to approve the following items on the Consent Agenda:
7a) Approval of December 16, 2019 Board of Directors minutes; 7b) Approval of payment of January 2020 claims. All present voting in favor, motion carried.

January 2020 Accounts Payable

GENERAL FUND: BASS SANITATION INC. OCT - DEC GARBAGE 13.65; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 161.41; 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 TEST 1,061.70; NESC IMPREST 48.00; NESC PAYROLL JAN 2020 8,607.74; NESC SPECIAL REVENUE PROJECTS FY20 2ND QTR EXP MI 2,645.20; OTTER TAIL POWER CO. 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

FUND TOTAL: \$23,845.83

SPECIAL EDUCATION FUND: BASS SANITATION INC. OCT - DEC GARBAGE 122.85; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 27,174.81; 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 313.00; NESC PAYROLL JAN 2020 269,905.12; NESC SPECIAL REVENUE PROJECTS FY20 2ND QTR EXP MI 67,096.02; OTTER TAIL POWER CO. 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

FUND TOTAL: \$369,039.06

Discussion Items

January 8, 2020 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.

FMLA (Family Medical Leave Act) Policy

Discussion was held on NESCs Family Medical Leave Act Policy.

Bathroom Remodel

Discussion was held on the communal bathrooms.

Vehicle Purchases

Discussion was held on purchasing vehicles.

Executive Session

Action #20-40 Pursuant to – Personal 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 and Pursuant to Negotiations – SDCL 1-25-2(4) Preparing for contract negotiations or negotiating with employees or employee representatives.

Motion by G. Bjorklund, second by S. Braaten to enter executive session at 7:31 P.M. to discuss Director and Business Manager Contract. All present voting in favor, motion carried.

Vice-President Knutson declared the board out of executive session at 7:54 P.M.

Action Items after Executive Session

Action #20-41 Motion by S. Schuurman, second by T. Bjorklund to offer contract to Business Manager Tiffany Stormo for FY21 with salary to be determined at a later date. All present voting in favor, motion carried.

Adjournment

Action #20-42 With there being no further business, motion by A. Schuurman, second by S. Braaten, 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, February 17, 2020 at 7:00 P.M.

Carie Knutson, Vice-President

Tiffany Stormo, Business Manager