

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

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

Northeast Educational Services Cooperative

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

May 14, 2020

Dear NESC Board Members:

Our May board meeting will be held on May 18, 2020. It will begin at 7:00 pm. You may attend the meeting in person, via Zoom, or telephone. Depending on your choice, information for all three options are below.

Physical Location of meeting:

NESC Administrative Offices, 310 5th Street, Hayti, SD

To Join Zoom Meeting. Video and Audio

Register in advance for this meeting:

<https://us02web.zoom.us/join/register/tZcldeuprD0rGNRSxaHHu-LdbAd9W7eY6tFY>

After registering, you will receive a confirmation email containing information about joining the meeting.

To Join by Phone only:

Dial: 1-312-626-6799

Meeting ID: 838 2212 6120

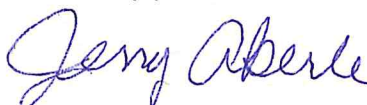
Participation ID: Not needed

Password: 410892

Enclosed/attached are several documents for your review prior to the meeting.

See you Monday evening at 7:00 pm.

Sincerely yours,


Jerry Aberle

NESC BOARD OF DIRECTORS' MEETING

Proposed Agenda

Date: May 18, 2020

Time: 7:00 P.M.

310 5th Street, Hayti, 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 April 2020 financial report
7. Consent Agenda
 - a. Approval of April 20, 2020 meeting minutes
 - b. Approval of payment of May 2020 budget claims
 - c. Approval of Unit 1 Negotiated Agreement
 - d. Approval of Unit 2 Negotiated Agreement
 - e. Approval of Retirement—Lois Lux, Speech Language Pathologist
 - f. Approval of Resignation—Jamie Wiesner, OT
 - g. Approval of Contract—Megan Schneider, Speech Language Pathologist; 176 days; \$51,500
 - h. Approval of Assistant Director and Business Manager contracts
 - i. Approval of Unit 1 and 2, ESY, Paraprofessionals, Office Staff, and Custodian contracts
8. Discussion Items
 - a. Assistant Director Report
 - b. Director Report
 - c. Paper purchase
 - d. FY 2021 preliminary budget
 - e. Audit quote for FY 2020 audit
 - f. Summer office hours
 - g. 2020-21 Property and Liability insurance
 - h. Delta Dental updated premium rates
 - i. FMLA Policy
 - j.
9. Action Items
 - a. Approval of audit quote—William Neale & Company; \$9,250.00
 - b. Approval of summer office hours
 - c. Approval of health, dental, and life insurance rates for FY 2021
 - d.
10. Executive Session (If needed)
 - a. Personnel—SDCL 1-25-2(1). Discussing the qualifications, competence, performance, character or fitness of any public officer or employer or prospective public officer or employee
 - b. Negotiations—SDCL 1-25-2(4). Preparing for contract negotiations or negotiating with employee or employee representatives

Physical Location of meeting:

NESC Administrative Offices, 310 5th Street, Hayti, SD

To Join Zoom Meeting; Video and Audio:

Register in advance for this meeting:

<https://us02web.zoom.us/join/register/tZcldeuprD0rGNRSxaHHu-LdbAd9W7eY6tFY>

After registering, you will receive a confirmation email containing information about joining the meeting.

To Join by Phone Only

Dial: 1-312-626-6799

Meeting ID: 838 2212 6120

Participant ID: Not needed

Password: 410892

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 April 2020 financial report**
- 7. Consent Agenda**
 - a. **Approval of April 20, 2020 meeting minutes.** Please review enclosed minutes.
 - b. **Approval of payment of May 2020 budget claims.** Please review the enclosed budget claims.
 - c. **Approval of Unit 1 Negotiated Agreement.** Negotiations are complete.
 - d. **Approval of Unit 2 Negotiated Agreement.** Negotiations are complete.
 - e. **Approval of retirement—Lois Lux, Speech Language Pathologist.** Please review the enclosed letter.
 - f. **Approval of resignation—Jamie Wiesner, OT.** Please review the enclosed letter.
 - g. **Approval of contract—Megan Schneider, Speech Language Pathologist; 176 days; \$51,500.** Megan is a newly hired SLP.
 - h. **Approval of Assistant Director and Business Manager contracts.**
 - i. **Approval of Unit 1 and 2, ESY, Paraprofessionals, Office Staff, and Custodian contracts.**
- 8. Discussion Items**
 - a. **Assistant Director Report.**
 - b. **Director Report.**
 - c. **Paper purchase.**
 - d. **FY 2021 preliminary budget.** The FY 2021 preliminary budget will be presented.
 - e. **Audit quote for FY 2020 audit.** The audit quote will be presented.
 - f. **Summer office hours.** A proposal for summer office hours will be presented.
 - g. **2020-21 Property and Liability insurance.** Rates for 20-21 will be presented.
 - h. **Delta Dental updated premium rates.** Updated rates will be presented.
 - i. **FMLA.** A draft FMLA policy will be presented.
 - j.
- 9. Action Items**
 - a. **Approval of audit quote.**
 - b. **Approval of summer office hours.**
 - c. **Approval of health, dental, and life insurance rates for FY 2021**
 - d.
- 10. Executive session (If needed)**
 - a. **Personnel—SDCL 1-25-2(1).** Discussing the qualifications, competence, performance, character or fitness of any public officer or employer or prospective public officer or employee
 - b. **Negotiations—SDCL 1-25-2(4).** Preparing for contract negotiations or negotiating with employee or employee representatives

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				
April 1, 2020	\$258,712.94	\$761,309.34	\$24,999.25	\$1,045,021.53

Receipts:

Local Sources:

1312 Center Base Tuition		\$63,389.96		\$63,389.96
1332 Extended School Year Tuition				\$0.00
1510 Interest	\$63.98	\$304.71		\$368.69
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	\$1,009.46	\$114,742.56		\$115,752.02
1990 Reading Recovery	\$2,817.28			\$2,817.28
1990 Reading Recovery-Other LEAs				\$0.00
1990 Miscellaneous			\$16,365.34	\$16,365.34
1990 Northern Plains				\$0.00
1990 Special Projects-Indirect Cost				\$0.00
1990 Drug & Alcohol Pool				\$0.00
1990 Expensed Mileage	\$59,689.66	\$9,500.00		\$69,189.66

State Sources:

3119 Grants-in-Aid: Ed. Specialist				\$0.00
3900 Part C Funds		\$3,029.10		\$3,029.10
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		\$296,289.00		\$296,289.00
4175 IDEA Part B 611-Private				\$0.00
4186 IDEA Part B 619		\$4,164.00		\$4,164.00

Other Receipts:

120 Accounts Receivable				\$0.00
140 Due from other Governments		\$2,854.35		\$2,854.35
Other Receipts				\$0.00

Total Monthly Receipts	\$63,580.38	\$494,273.68	\$16,365.34	\$574,219.40
-------------------------------	--------------------	---------------------	--------------------	---------------------

Balance Frwd plus Revenue to date	\$322,293.32	\$1,255,583.02	\$41,364.59	\$1,619,240.93
Manual Journal Entry				\$0.00
Manual Journal Entry Revenue				\$0.00

Less Salaries & Disbursements				
Salaries	\$8,583.31	\$273,339.90		\$281,923.21
Disbursements	\$8,306.16	\$82,699.93	\$4,578.50	\$95,584.59
Less Total Salaries & Disbursements	\$16,889.47	\$356,039.83	\$4,578.50	\$377,507.80

CASH BALANCE				
April 30, 2020	\$305,403.85	\$899,543.19	\$36,786.09	\$1,241,733.13

Balance Sheet

Clearing Account XX-101-002	\$0.00	\$0.00	\$0.00	\$0.00
Checking Account XX-101	\$275.75	\$488,937.24	\$29,024.63	\$518,237.62
Money Market Savings XX-105	\$305,128.10	\$324,881.04	\$7,761.46	\$637,770.60
Certificates of Deposit XX-106	\$0.00	\$80,724.91	\$0.00	\$80,724.91
Imprest XX-108	\$0.00	\$5,000.00	\$0.00	\$5,000.00
TOTALS	\$305,403.85	\$899,543.19	\$36,786.09	\$1,241,733.13
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00

Regular; Processing Month 04/2020; 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	63.98	501.04	154.17	(176.04)
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	18,635.63	50.00	18,635.62
10 1990 009	NON-SP.ED. ASSESSMENTS	11,326.58	1,009.46	9,504.56	83.91	1,822.02
10 1990 012	READING RECOVERY ASSESSMENTS	38,160.62	2,817.28	34,639.26	90.77	3,521.36
10 1990 013	READING RECOVERY-OTHER LEAs	8,656.94	0.00	8,656.94	100.00	0.00
10 1990 018	MISCELLANEOUS	0.00	0.00	52.00	0.00	(52.00)
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	59,689.66	181,872.66	69.57	79,557.34
Subtotal: LOCAL SOURCES		447,658.50	63,580.38	343,391.10	76.71	104,267.40
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	0.00	2,520.81	0.00	(2,520.81)
Subtotal: 5000		0.00	0.00	5,117.34	0.00	(5,117.34)
Fund Total:		447,658.50	63,580.38	348,508.44	77.85	99,150.06

Regular; Processing Month 04/2020; 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	445,905.73	86.31	70,726.21
22 1312 100	TUITION-ESY	95,282.75	0.00	83,978.93	88.14	11,303.82
22 1510	INTEREST	1,700.00	304.71	4,822.86	283.70	(3,122.86)
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	114,742.56	1,055,611.74	84.15	198,879.78
22 1990 018	MISCELLANEOUS	5,000.00	0.00	3,027.95	60.56	1,972.05
22 1990 019	SPECIAL PROJECTS INDIRECT COSTS	5,000.00	0.00	1,797.86	35.96	3,202.14
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	9,500.00	28,500.00	75.00	9,500.00
Subtotal: LOCAL SOURCES		1,934,324.42	187,937.23	1,623,683.32	83.94	310,641.10
22 3119 071	STATE GRANTS-IN-AID: ED.SPEC.	128,140.56	0.00	67,843.75	52.94	60,296.81
22 3900 013	STATE REVENUE: PART C FUNDS	40,000.00	3,029.10	35,503.35	88.76	4,496.65
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	3,029.10	106,436.96	61.65	66,203.60
22 4175 475	REGULAR IDEA PART B 611	1,773,945.00	296,289.00	1,094,372.00	61.69	679,573.00
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	4,164.00	29,871.00	58.55	21,144.00
Subtotal: FEDERAL SOURCES		1,824,960.00	300,453.00	1,124,243.00	61.60	700,717.00
22 5110	OPERATING TRANSFER IN	75,000.00	0.00	75,000.00	100.00	0.00
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	75,000.00	100.00	0.00
Fund Total:		4,006,924.98	491,419.33	2,929,363.28	73.11	1,077,561.70

Revenue Summary Report

Processing Month: 04/2020

Regular; Processing Month 04/2020; 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	554,999.71	3,277,871.72	73.58	1,176,711.76

EXPENDITURE SUMMARY
Regular; Processing Month 04/2020; Fund Number 10, 22

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	\$3,645.88	\$31,011.56	66.24	\$15,806.00
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$116,875.07	\$3,879.85	\$33,081.02	28.30	\$83,794.05
2227	TECHNOLOGY SUPPORT	\$5,475.04	\$320.25	\$3,626.63	66.24	\$1,848.41
2319	BOARD OF EDUCATION SERVICES	\$11,063.80	\$102.07	\$7,792.81	70.44	\$3,270.99
2329	ADMINISTRATION	\$31,036.91	\$2,611.87	\$22,753.04	73.31	\$8,283.87
2529	ADMINISTRATION-FISCAL SERVICES	\$9,859.25	\$705.08	\$7,586.28	76.95	\$2,272.97
2542	OPERATION & MAINTENANCE BLDGS.	\$9,931.43	\$541.11	\$2,388.63	24.05	\$7,542.80
2545	VEHICLE SERVICE	\$221,674.00	\$5,083.36	\$121,446.86	54.79	\$100,227.14
2551	DRUG & ALCOHOL TESTING POOL	\$9,925.44	\$0.00	\$4,796.55	48.33	\$5,128.89
8110	OPERATING TRANSFERS OUT	\$75,000.00	\$0.00	\$75,000.00	100.00	\$0.00
10	GENERAL FUND	\$537,658.50	\$16,889.47	\$309,483.38	57.56	\$228,175.12
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	\$48,056.20	\$357,092.88	69.12	\$159,539.06
1226	EARLY CHILDHOOD SERVICES	\$364,703.07	\$35,841.41	\$241,092.20	66.11	\$123,610.87
1227	PROLONGED ASSISTANCE PROGRAMS	\$0.00	\$0.00	\$6,625.04	0.00	(\$6,625.04)
2129	TRANSITION SUPPORT SERVICES	\$27,546.25	\$2,365.60	\$20,451.84	74.25	\$7,094.41
2142	PSYCHOLOGICAL SERVICES	\$582,297.81	\$52,551.11	\$393,795.79	67.63	\$188,502.02
2152	SPEECH PATHOLOGY SERVICES	\$1,118,495.20	\$98,246.49	\$737,715.61	65.96	\$380,779.59
2171	PHYSICAL THERAPY	\$318,554.96	\$28,210.71	\$236,411.58	74.21	\$82,143.38
2172	OCCUPATIONAL THERAPY	\$489,924.55	\$44,212.75	\$341,421.41	69.69	\$148,503.14
2213	PROFESSIONAL DEVELOPMENT/PRESERVICE&TCAP	\$2,500.00	\$0.00	\$340.00	13.60	\$2,160.00
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$126,140.56	\$8,104.59	\$80,033.89	62.46	\$48,106.67
2227	TECHNOLOGY SUPPORT	\$48,825.39	\$2,882.42	\$32,755.40	67.09	\$16,069.99
2319	BOARD OF EDUCATION SERVICES	\$81,574.16	\$918.61	\$63,458.19	77.79	\$18,115.97
2329	ADMINISTRATION	\$279,332.28	\$23,506.63	\$205,425.96	73.54	\$73,906.32
2529	ADMINISTRATION-FISCAL SERVICES	\$88,733.23	\$6,345.78	\$68,781.35	77.51	\$19,951.88
2542	OPERATION & MAINTENANCE BLDGS.	\$89,382.83	\$4,870.03	\$21,323.28	23.86	\$68,059.55
22	SPECIAL EDUCATION FUND	\$4,231,924.98	\$356,112.33	\$2,890,703.35	68.31	\$1,341,221.63
	Grand Total:	\$4,769,583.48	\$373,001.80	\$3,200,186.73	67.10	\$1,569,396.75

Activity Fund Balance Report - Summary - Exclude Encumbrances

04/2020 - 04/2020

Regular; Beginning Month 04/2020; Processing Month 04/2020; 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	0.00	0.00	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	94.46	0.00	0.00	2,227.26
71 415 806	SPECIAL OLYMPICS SD-AMT HELD FOR OTHERS	12,597.48	3,091.15	13,737.99	0.00	23,244.32
71 430 800	IMPREST ACCOUNT	4,816.00	132.80	184.00	0.00	4,867.20
71 453	SANFORD FLEX	3,866.49	1,260.09	2,443.35	0.00	5,049.75
Fund Total: 71		24,999.25	4,578.50	16,365.34	0.00	36,786.09

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

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, April 20, 2020 via Teleconference and/or Zoom. The meeting was called to order by President Akin at 7:02 P.M. and adjourned at 8:19 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; Lisa Lauterhahn, Enemy Swim Day School; Joe Homola, Hamlin; Paula Blue, Henry; Jerod Olson, Lake Preston; Sue Braun, Rosholt; Gene Bjorklund, Sioux Valley; Lisa Amdahl, Summit; Art Berger, Waubay; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Tia Felberg, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Gary Brassfield, Britton-Hecla; Todd Bjorklund, Estelline; Jon Kahnke, Florence; Greg Bich, Iroquois

Others Attending:

NESC Staff Representatives: None

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

NESC Administration: Jerry Aberle, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

Call to Order

President Akin called the meeting to order at 7:02 P.M.

Agenda review, changes, and approval

Action #20-65 Motion by J. Homola, second by D. Lutkemeier, to approve the agenda as presented. King – aye, Akin – aye, Marx – aye, Koehlmoos – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, Homola – aye, Blue – aye, Olson – aye, Braun – aye, Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

Introduction of Guests

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

Conflicts of Interest

No conflicts of interest were presented.

Public Comment

No public comments were presented.

Financial Report

Action #20-66 Motion by C. Knutson, second by T. Felberg, to approve the financial report for the period ending March 31, 2020. King – aye, Akin – aye, Marx – aye, Koehlmoos – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, Homola – aye, Blue – aye, Olson- aye, Braun – aye, Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
March 1, 2020	\$371,056.94	\$771,809.39	\$25,164.31
<u>Receipts:</u>			
Local Sources	\$3,138.74	\$168,631.88	\$3,143.35
State Sources		\$3,885.77	
Federal Sources		\$4,164.00	
Other		\$39,675.51	
<u>Total Monthly Receipts</u>	<u>\$3,138.74</u>	<u>\$216,357.16</u>	<u>\$3,143.35</u>
Total Gross Receipts	\$374,195.68	\$988,166.55	\$28,307.66
Manual Journal Entries	-\$75,000	\$75,000	
Less Salaries	\$8,536.76	\$268,009.94	
Less Disbursements	\$31,945.98	\$33,847.27	\$3,308.41
<u>Total Salaries & Disbursements</u>	<u>\$40,482.74</u>	<u>\$301,857.21</u>	<u>\$3,308.41</u>
Ending Cash Balance			
March 31, 2020	\$258,712.94	\$761,309.34	\$24,999.25

Consent Agenda

Action #20-67 Motion by J. Olson, second by J. King, to approve the following items on the Consent Agenda: 7a) Approval of March 16, 2020 Board of Directors minutes; 7b) Approval of payment of April 2020 claims; 7c) Approval of contract – Kormanagement Services LLC; 7d) Approval of contract; Pierre School District, \$5,545.85 – Reading Recovery Teacher Leader Services; 7e) Approval of contract – SW/WC Behavior Analyst Services; 102 days - \$64,331; 7f) Approval of contract; Lucy Vandersnick; Academic Evaluator, .50 FTE, 88 days, \$22,750 . King – aye, Akin – aye, Marx – aye, Koehlmoos – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, Homola – aye, Blue – aye, Olson- aye, Braun – aye, Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

April 2020 Accounts Payable

GENERAL FUND: BASS SANITATION INC. JAN-MARCH GARB 13.65; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 331.84; BULLERT AUTO MAINT 431.48; CENEX FLEETCARD GASOLINE 2,590.16; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 14.31; CLARK COMMUNITY OIL GASOLINE 26.66; DELYLE'S SOUTH 81 SERVICE, INC. MAINT 1,311.87; DEUEL CO. CENEX MAINT 49.85; DUST TEX SERVICE, INC. MARCH 20 RUG RENT 5.35; EMC INSURANCE FY20

NEW VEH COV 31.80; GESSWEIN MOTORS, INC. MAINT 29.42; HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 456.02; LAKE CITY FIRE EQUIPMENT ANNUAL MAINT 1.40; NESC IMPREST 48.00; NESC PAYROLL APRIL 2020 8,583.31; NESC SPECIAL REVENUE PROJECTS FY20 3RD QTR EXP MI 2,319.70; OTTERTAIL POWER CO. ELEC 40.95; SANFORD HEALTH PLAN HSA/FSA FEES 6.22; SASD J.A. ADMIN REGIS BANQ 6.00
SUTTEN, KRISTINA FLEET MAINT REIMB 130.00; TOWN OF HAYTI WATER/BLDG MAINT 400.30; W.W. TIRE SERVICE MAINT 57.90; WEST UNIFIED COMMUNICATIONS CONF CALL 3.28

FUND TOTAL: \$16,889.47

SPECIAL EDUCATION FUND: BASS SANITATION INC. JAN-MARCH GARBAGE 122.85; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 18,507.77; BRITTON-HECLA SCHOOL DISTRICT MARCH 2020 MI 25.20; BUSSKOHL, CHRISTY SLP SUPP REIMB 29.40; CASTLEWOOD SCHOOL DISTRICT MARCH 2020 USE FEE 396.92; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 128.82; DUST TEX SERVICE, INC. MARCH 20 RUG RENTAL 48.12; EMC INSURANCE FY20 NEW VEH COV 286.20; HAMLIN SCHOOL DISTRICT MARCH 2020 USE FEE 751.84; JUHNKE, KARLETTE EC SUPP REIMB 153.55; KRINGEN, KELSEY OT SUPP REIMB 1.40; LAKE CITY FIRE EQUIPMENT ANNUAL MAINT 12.60; LANDMARK, TERESA EC SUPP REIMB 28.20; LINDNER, WENDI EC SUPP REIMB 16.40; PARENT MARCH 2020 MI 50.40; NELSON, JULIE EC SUPP REIMB 28.16 NESC IMPREST 136.00; NESC PAYROLL APRIL 2020 273,339.90; NESC SPECIAL REVENUE PROJECTS FY20 3RD QTR EXP MI 57,369.96; OTTERTAIL POWER CO. ELEC 368.59; SANFORD HEALTH PLAN HSA/FSA FEES 55.98; SASD J.A. ADMIN REGIS BANQ 54.00; SCHMIDT, ROCHELLE SLP SUPP REIMB 2.30; TOWN OF HAYTI WATER/BLDG MAINT 3,602.70; WEBSTER SCHOOL DISTRICT MARCH 2020 USE FEE 493.10; WEST UNIFIED COMMUNICATIONS CONF CALL 29.47

FUND TOTAL: \$356,039.83

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Aberle gave his monthly report.

COVID-19-Coronavirus Update

Discussion was held on COVID-19-Coronavirus.

FY 2021 Preliminary Budget

Business Manager Stormo presented the FY21 preliminary budget.

Health, Dental, and Life Insurance renewal information

Business Manager Stormo shared that the health insurance would have a decrease in premiums, dental would go up 2.9%, and life insurance would remain the same.

Action Items

Approve final Center Base tuition rates for FY20

Action #20-68 Motion by J. Homola, second by D. Lutkemeier to approve the final FY20 CB sliding scale rates as presented.

Base Rate	\$6,938.47
1 st Placement	\$9,713.86
2 nd Placement	\$6,369.52
3 rd Placement	\$4,856.93

Health, Dental, and Life Insurance renewal information for FY21

Action #20-69 Motion by G. Bjorklund, second by A. Berger to approve the Health, Delta Dental and Life Insurance rates for 2020-21, setting monthly insurance allocation at \$736.72. King – aye, Akin – aye, Marx – aye, Koehlmoos – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, Homola – aye, Blue – aye, Olson- aye, Braun – aye, Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

Executive Session

Action #20-70 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 J. Homola, second by T. Felberg to enter executive session at 7:52 P.M. King – aye, Akin – aye, Marx – aye, Koehlmoos – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, Homola – aye, Blue – aye, Olson- aye, Braun – aye, Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

President Akin declared the board out of executive session at 8:13 P.M.

Action Item after Executive Session

Set Business Manager Salary and Benefits

Action #20-71 Motion by K. Knutson, second by P. Thyen to set Business Manager salary at \$51,400 for 2020-21 contract year in accordance with the listed COVID CLAUSE. King – aye, Akin – aye, Marx – aye, Koehlmoos – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, Homola – aye, Blue – aye, Olson- aye, Braun – aye, Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

Set Assistant Director Salary and Benefits

Action #20-72 Motion by J. Homola, second by J. Olson to set Assistant Director salary at \$67,321.16 for 2020-21 contract year in accordance with the listed COVID CLAUSE. King – aye, Akin – aye, Marx – aye, Koehlmoos – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, Homola – aye, Blue – aye, Olson- aye, Braun – aye, Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

Action #20-73 Motion by J. King, second by D. Lutkemeier to set salaries and offer contract to paraprofessionals and office staff with a \$.50 increase in hourly rate in accordance with the listed COVID CLAUSE. King – aye, Akin – aye, Marx – aye, Koehlmoos – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, Homola – aye, Blue – aye, Olson- aye, Braun – aye, Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

Action #20-74 Motion by G. Bjorklund, second by P. Thyen to set salaries and offer contracts to Unit 1, Unit 2, paraprofessionals and office staff – issue date April 24, 2020, return date May 8, 2020. King – aye, Akin – aye, Marx – aye, Koehlmoos – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, Homola – aye, Blue – aye, Olson- aye,

Braun – aye, Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

COVID CLAUSE:

The South Dakota Legislature is expected to meet in special session in June 2020. If education receives a decrease in funding from what was expected in [House Bill 1042](#) (Special Education) and [House Bill 1043](#) (General Fund) the Northeast Educational Services Cooperative Board of Directors reserves the right to reopen negotiations in order to address any changes in school funding. Salary will be the only item reopened.

Adjournment

Action #20-75 With there being no further business, motion by J. Olson, second by J. King, to adjourn. King – aye, Akin – aye, Marx – aye, Koehlmoos – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, Homola – aye, Blue – aye, Olson – aye, Braun – aye, Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

The next NESC Board of Directors meeting will be held via Teleconference and/or Zoom on Monday, May 18, 2020 at 7:00 P.M.

Cory Akin, President

Tiffany Stormo, Business Manager

Northeast Educational Services Cooperative

MAY 2020 INVOICES

GENERAL FUND - 10

BRIAN'S GLASS AND DOOR, INC	MAINT	40.00
CENEX FLEETCARD	GASOLINE	204.17
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	24.22
DELYLE'S SOUTH 81 SERVICE, INC.	MAINT	1,595.11
HAMLIN COUNTY FARMERS COOP	GASOLINE	123.43
MEYER, MARIA	REIMB FUEL	27.00
NESC IMPREST	IMPREST	132.80
NESC PAYROLL	MAY 2020	8,575.57
OTTERTAIL POWER CO.	ELEC	20.52
PEARSON, MERLE	BLDGE MAINT	30.00
REUER, CAROL	REIMB SUPP	0.48
SANFORD HEALTH PLAN	HSA/FSA FEES	6.22
TOWN OF HAYTI	WATER	3.55
W.W. TIRE SERVICE	MAINT	32.05
WEST UNIFIED COMMUNICATIONS	CONF CALL	6.53
<u>GENERAL FUND TOTAL:</u>		<u>10,821.65</u>

SPECIAL EDUCATION FUND - 22

CASTLEWOOD SCHOOL DISTRICT	SPED ASSESS REIMB/APRIL 2020 USE FEE	20,396.92
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	218.01
HAMLIN SCHOOL DISTRICT	APRIL 2020 USE FEE	751.84
LANDMARK, TERESA	REIMB SUPP	30.50
LINDNER, WENDI	REIMB SUPP	19.60
NELSON, JULIE	REIMB SUPP	20.46
NESC PAYROLL	MAY 2020	277,095.64
OTTERTAIL POWER CO.	ELEC	184.70
PEARSON, MERLE	BLDGE MAINT	270.00
REUER, CAROL	REIMB SUPP	4.30
SANFORD HEALTH PLAN	HSA/FSA FEES	55.98
TIEFENTHALER, DEBRA	REIMB SUPP	50.00
TOWN OF HAYTI	WATER	31.95
WEBSTER SCHOOL DISTRICT	APRIL 2020 USE FEE	493.10
WEST UNIFIED COMMUNICATIONS	CONF CALL	58.81
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>299,681.81</u>

MAY 2020 INVOICES TOTAL:310,503.46

GENERAL FUND - 10

AMAZON	ADMIN SUPP	3.09
GOLDEN WEST TECHNOLOGIES	TECH EQ	590.40
HY-VEE FOOD STORE	FUNERAL FLOWERS	8.50
INNOVATIVE OFFICE SOLUTIONS	O&M SUPP	2.61
ITC TELECOM	APRIL PHONE SERVICES	47.16
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	1.37
US POSTAL SERVICE	POSTAGE	11.20
VERIZON WIRELESS	MARCH CELL SERVICE	54.80
<u>GENERAL FUND TOTAL:</u>		<u>719.13</u>

SPECIAL EDUCATION FUND - 22

AMAZON	ADMIN SUPP	166.79
GOLDEN WEST TECHNOLOGIES	TECH EQ	5,313.60
HY-VEE FOOD STORE	FUNERAL FLOWERS	76.50
INNOVATIVE OFFICE SOLUTIONS	O&M SUPP	83.36
ITC TELECOM	APRIL PHONE SERVICES	424.40
MARSHALL CO. HEALTHCARE CENTER	PT/OT SERVICES	3,935.71
RIVERSIDE INSIGHTS	EC SUPP	623.57
SANFORD WEBSTER MEDICAL CENTER	MARCH OT SERVICES	4,380.96
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	67.03
UNIVERSITY OF SIOUX FALLS	T.L. EC REGIS	120.00
US POSTAL SERVICE	POSTAGE	100.80
VERIZON WIRELESS	MARCH CELL SERVICE	173.14
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>15,465.86</u>

MAY 2020 BMO INVOICES TOTAL:16,184.99



A part of BMO Financial Group

INVOICE

May 05, 2020

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

Invoice Number: 0703531-2005

Invoice Amount: \$ 16,184.99

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

Your payment is due **June 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: 0703531-2005
Amount Paid: \$ 16,184.99
Payment Due Date: June 01, 2020

RUN DATE: 05/06/2020

Transaction Search - Company

All amounts are tax inclusive and displayed in their billing currency

As an administrator you may make adjustments to these transactions

BMO, Statement Period 04/06/2020 to 05/05/2020

Mapped Cards

Billing Account 032304

Posting Date	Tran Date	Account	Supplier	Amount
04/27/2020	04/27/2020	XXXX-XXXX-XXXX-2304	Payment - Automatic Pymt Received	-334.80
			Debit Total USD	0.00
			Credit Total USD	-334.80
			Total USD	-334.80

Billing Account 032312

Posting Date	Tran Date	Account	Supplier	Amount
04/27/2020	04/27/2020	XXXX-XXXX-XXXX-2312	Payment - Automatic Pymt Received	-18,934.07
			Debit Total USD	0.00
			Credit Total USD	-18,934.07
			Total USD	-18,934.07

Boyd Brenda

Posting Date	Tran Date	Account	Supplier	Amount
04/17/2020	04/16/2020	XXXX-XXXX-XXXX-9401	Golden West Technologi	5,904.00
			Debit Total USD	5,904.00
			Credit Total USD	0.00
			Total USD	5,904.00

Childhood Early

Posting Date	Tran Date	Account	Supplier	Amount
04/21/2020	04/20/2020	XXXX-XXXX-XXXX-0591	Riverside Insights	623.57
04/30/2020	04/29/2020	XXXX-XXXX-XXXX-0591	University Of Sioux Fa	120.00
			Debit Total USD	743.57
			Credit Total USD	0.00
			Total USD	743.57

Aberle Jerry

Posting Date	Tran Date	Account	Supplier	Amount
04/08/2020	04/07/2020	XXXX-XXXX-XXXX-7027	Hy-Vee Watertown 1871	45.00
			Debit Total USD	45.00
			Credit Total USD	0.00

Total USD 45.00

Admin Nesc

Posting Date	Tran Date	Account	Supplier	Amount		
04/14/2020	04/13/2020	XXXX-XXXX-XXXX-7540	Hy-Vee Watertown 1871	40.00	?	!
04/17/2020	04/16/2020	XXXX-XXXX-XXXX-7540	Usps Po 4637080684	79.00	?	!
04/23/2020	04/22/2020	XXXX-XXXX-XXXX-7540	Usps Po 4637080684	33.00	?	!
04/24/2020	04/23/2020	XXXX-XXXX-XXXX-7540	Innovative Office Solu	26.07	?	!
04/30/2020	04/29/2020	XXXX-XXXX-XXXX-7540	Innovative Office Solu	59.90	?	!
Debit Total USD				237.97		
Credit Total USD				0.00		
Total USD				237.97		

Stormo Tiffany

Posting Date	Tran Date	Account	Supplier	Amount		
04/08/2020	04/07/2020	XXXX-XXXX-XXXX-0837	In Time Management Sy	68.40	?	
04/08/2020	04/08/2020	XXXX-XXXX-XXXX-0837	Vzwrlls My Vz Vb P	227.94	?	
04/09/2020	04/08/2020	XXXX-XXXX-XXXX-0837	Interstate Telecomm Co	471.56	?	
04/22/2020	04/21/2020	XXXX-XXXX-XXXX-0837	Amzn Mktp US Z33sw4vr3	30.89	?	
04/24/2020	04/23/2020	XXXX-XXXX-XXXX-0837	Amazon.Com Hu6a85ez3 A	39.00	?	
04/27/2020	04/25/2020	XXXX-XXXX-XXXX-0837	Amazon.Com Dw9w727t3	99.99	?	
04/30/2020	04/29/2020	XXXX-XXXX-XXXX-0837	Marshall County Health	3,935.71	?	
04/30/2020	04/29/2020	XXXX-XXXX-XXXX-0837	Sanford Credit Card Pm	4,380.96	?	
Debit Total USD				9,254.45		
Credit Total USD				0.00		
Total USD				9,254.45		

4-21-20

To: Jerry Aberle, Director NESC
Box 327
Hayti, SD 57241

From: Lois Lux, SLP
808 W 7th St.
Webster, SD 57274

RE: Retirement

This letter is to inform you that as of the end of my 2019-20 contract (May 14, 2020), I am retiring as a Speech/Language Therapist from the NESC Coop.

I have been with the Coop for 15 years (35 years total teaching) and have decided that it is the right time to end my career. I appreciate the opportunities the Coop provided me; the professional growth, guidance and support through the years has allowed me to grow as a therapist. I enjoyed working in this position, working with my colleagues and I am honored to have had the chance to touch the lives of so many kids – it has been as much a pleasure to learn from them as it has been to teach them.

I did not use the 24 hours of Personal Leave granted to me upon the 2019-20 school year; I understand the \$85/day will be paid to me - along with any other allotted items that were presented in my current contract.

Thank you - it has been my privilege to work for you.

Sincerely,

A handwritten signature in cursive script that reads "Lois Lux".

Lois Lux
Speech/Language Therapist

May 7, 2020

Dear NESC Administration and Board of Directors,

Please accept this resignation letter effective June 30, 2020 in accordance with the terms of 2019-20 Contract between Northeast Educational Services Cooperative and Jamie M Wiesner.

Thank you for the years of employment at NESC. Providing Occupational Therapy services for students in the member districts has been extremely rewarding. Thank you for the opportunities to develop skills through continuing education in Occupational Therapy and through being a part of the ADOS team.

Sincerely,

A handwritten signature in black ink that reads "Jamie M Wiesner MSOTR/L". The signature is written in a cursive, flowing style.

Jamie M Wiesner MSOTR/L

NORTHEAST EDUCATIONAL SERVICES COOPERATIVE

Contracts to be Approved

May 18, 2020

ADMINISTRATION

Tim Frewing, Assistant Director

Tiffany Stormo, Business Manager

OFFICE STAFF

Tammy Anderson

Carol Reuer

SCHOOL PSYCHOLOGISTS - Unit 1

Melissa Gent

Traci Graham

Maria Meyer

Shelly Skogstad

PSYCHOLOGICAL EXAMINERS - Unit 1

Jessica Fischer

Nikki Johnson

Kris Street

PHYSICAL THERAPISTS - Unit 1

Nancy Crump

Kari Holden

Kristina Suttan

OCCUPATIONAL THERAPISTS/ASSISTANTS - Unit 1

Stephanie Hayunga

Nicol Huyvaert

Kelsey Kringen

SPEECH LANGUAGE PATHOLOGISTS - Unit 2

Christy Busskohl

Linda Conrad

Autumn Culhane

Angel Dubro

Heather Hansen

Alysha Johnson

Cheryl Keller-Knudson

Debra Lauseng

Carrie Niles

Marci Saathoff

Rochelle Schmidt

Debra Tiefenthaler

Melody Wenz

Rita Wiese

CENTER BASE INSTRUCTORS - Unit 2

Brian Jacobsen

Chris Lather

Sara Lorensberg

EARLY CHILDHOOD INSTRUCTORS - Unit 2

Deb Jensen

Karlette Juhnke

Teresa Landmark

Wendi Lindner

Julie Nelson

TRANSITION/TECHNOLOGY/ED SPEC - Unit 2

Brenda Boyd

TEACHING AND LEARNING/ED SPEC - Unit 2

Lisa Reinhiller

READING RECOVERY - Unit 2

Kari Nolte

CUSTODIAN

Sue Binde

CENTER BASE PARA EDUCATORS

Katherine Anderson

Abbie Carlson

Shelby Guerdert

Baily Mack

Michelle Meier

Shari Peckenpaugh

Danielle Swanson

Joan Sween

ESY

Katherine Anderson

Christy Busskohl

Abbie Carlson

Linda Conrad

Autumn Culhane

Angel Dubro

Robin Gigov

Heather Hansen

Brian Jacobsen

Debra Jensen

Alysha Johnson

Karlette Juhnke

Cheryl Keller-Knudson

Sheri Kogel

Teresa Landmark

Chris Lather

Debra Lauseng

Jenny Lease

Wendi Lindner

Baily Mack

Emily Martian

Taylor Miles

Julie Nelson

Carrie Niles

Marci Saathoff

Danielle Swanson

Joan Sween

Angela Terhark

Debra Tiefenthaler

Christy Van Heerde

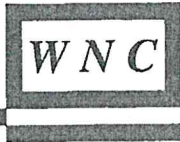
Courtney Weber

Melody Wenz

Lindsey West

Rita Wiese

Emma Wik



William Neale & Co., P.C.
Certified Public Accountants

*304 Ninth Avenue Southeast
P.O. Box 490
Watertown, SD 57201-0490
(605) 886-6028 • Fax (605) 886-6338*

*107 North Commercial
P.O. Box 238
Clark, SD 57225-0238
(605) 532-3655 • Fax (605) 532-5186*

April 11, 2020

Tiffany Stormo, Business Manager
Northeast Educational Services Cooperative
PO Box 327
Hayti, SD 57241-0327

Dear Tiffany,

We wish to thank you for the opportunity to submit a bid proposal to audit the financial statements of the Northeast Educational Services Cooperative for the fiscal year ended June 30, 2020.

Due to the additional time necessary to perform the audit in compliance with the Single Audit requirements, our fee for the above will be \$9,250.00.

In the event that our proposal is accepted, we will provide a formal engagement letter for signature and forwarding to the Department of Legislative Audit for their approval.

Very truly yours,

WILLIAM NEALE & CO., P.C.

TROY A. HIEB, CPA, SHAREHOLDER
TAH:tah

NESC Summer Office Hours

Current:

Hours are 7:30 am to 4:00 pm—Monday through Friday

Proposed:

June 1, 2020 through August 7, 2020

Monday through Thursday—7:30 am to 3:30 pm;

Friday—7:30 am to 12:00 pm.

Beginning August 10, 2020—7:30 am to 4:00 pm

Northeast Educational Services Cooperative

Northern Plains Insurance Pool Plan Year July 1, 2020-May 31, 2021

Monthly Insurance Allocation: \$735.42
(Equal to \$2,000 single health, plus single dental, plus basic life)

****Note: \$10,000 Basic Life Insurance for \$1.20 per month is still provided by NESC to employees that are eligible****

	2020-2021 Rates	2019-2020 Rates	% Increase
\$1,000 Single	\$743.75	\$750.33	-0.88%
\$1,000 EmployeeChildren	\$1,338.75	\$1,350.60	-0.88%
\$1,000 2 Party Spouse	\$1,561.88	\$1,575.71	-0.88%
\$1,000 Family	\$2,231.24	\$2,250.99	-0.88%

\$1,500 Single	\$707.53	\$725.18	-2.43%
\$1,500 EmployeeChildren	\$1,273.56	\$1,305.32	-2.43%
\$1,500 2 Party Spouse	\$1,485.83	\$1,522.89	-2.43%
\$1,500 Family	\$2,122.58	\$2,175.53	-2.43%

\$2,000 Single	\$689.42	\$692.12	-0.39%
\$2,000 EmployeeChildren	\$1,240.96	\$1,245.81	-0.39%
\$2,000 2 Party Spouse	\$1,447.80	\$1,453.46	-0.39%
\$2,000 Family	\$2,068.26	\$2,076.35	-0.39%

\$2,800 HDHP Single	\$623.03	\$632.46	-1.49%
\$2,800 HDHP EmployeeC	\$1,121.46	\$1,138.44	-1.49%
\$2,800 HDHP 2 Party Spo	\$1,308.38	\$1,328.19	-1.49%
\$2,800 HDHP Family	\$1,869.10	\$1,897.39	-1.49%

Delta Dental Insurance Plan Year September 1, 2020-August 31, 2021

	2020-2021 Rates	2019-2020 Rates	% Increase
Single	\$44.80	\$44.80	0.00%
2 Party	\$83.74	\$83.74	0.00%
Family	\$133.06	\$133.06	0.00%

Family and Medical Leave Policy

The Northeast Educational Services Cooperative (NESC) will provide Family and Medical Leave Act of 1993 ("FMLA") to its eligible employees. The NESC will comply with the provisions of the FMLA.

The FMLA provides eligible employees up to twelve (12) weeks (or up to twenty six (26) weeks of military caregiver leave) of unpaid, job-protected leave during a 12-month period, measured on a rolling twelve (12) month calendar.

Eligibility. In order to be eligible for FMLA, an employee must have:

- (1) been employed by NESC for at least a total of twelve (12) months, and
- (2) worked at least 1,250 hours in the twelve (12) months immediately preceding the start of the leave.

The 1,250 hour requirement does not include using paid leave or unpaid leave.

Leave Entitlements. Eligible employees may take FMLA for the following reasons:

- The birth of a child or placement of a child for adoption or foster care;
- To bond with a child (leave must be taken within one year of the child's birth or placement);
- To care for the employee's spouse, child, or parent who has a qualifying serious health condition;
- For the employee's own qualifying serious health condition that makes the employee unable to perform the employee's job;
- For qualifying exigencies related to the foreign deployment of a military member who is the employee's spouse, child, or parent.

An eligible employee who is a covered servicemember's spouse, child, parent, or next of kin may also take up to twenty six (26) weeks of FMLA leave in a single 12-month period to care for the servicemember with a serious injury or illness.

An employee does not need to use leave in one block. When it is medically necessary or otherwise permitted, employees may take leave intermittently or on a reduced schedule.

Concurrent Leave. Any leave taken by an eligible employee that qualifies under the FMLA will be designated as such. FMLA approved leave shall occur concurrently with any/all applicable paid leave policies granted pursuant to the employee's respective working agreement or leave entitlements.

Notice to NESC. An employee should inform his/her supervisor of the need for FMLA at least thirty (30) days in advance of the anticipated start date of the leave if the need for leave is foreseeable. If the need for leave is not foreseeable, the employee should follow normal call-in procedures detailed in the employee's work agreement. Employees must provide enough information so that NESC can determine that the requested leave qualifies for FMLA protection.

Eligibility Notice and Rights and Responsibilities. Once NESC becomes aware that an employee's need for leave is a reason that may qualify under the FMLA, NESC will notify the employee if they are eligible for FMLA. A Notice of Rights and Responsibilities will be provided to eligible employees. Where necessary, a *Medical Certification* form may need to be completed by the employee.

Medical Certification. When requested, the employee must have its health care provider (or family member's health care provider) complete a *Medical Certification* and return it to NESC within fifteen (15) days. If the medical certification is filled out incorrectly or not filled out completely, NESC may request that the employee have the medical provider cure the deficiency. NESC may request a second opinion if it has reason to doubt the certification. Failure to provide certification may result in a denial of continuation of leave.

Designation Notice. NESC will provide the employee with a *Designation Notice*, detailing whether the leave qualifies under the FMLA and, if it qualifies, how much leave will be counted against the employee's FMLA entitlement.

Health Benefits. NESC will continue the employee's health benefits during the leave period at the same level and under the same conditions as if the employee had continued to work. The employee will continue to be responsible for its share of the health insurance premiums. In the event an employee fails return to work after using FMLA, NESC may require the employee to reimburse the NESC for the amount it paid for the employee's health insurance premium during the leave period.

Job Restoration. Upon return from FMLA, most employees must be restored to the same job or one nearly identical to it, with equivalent pay, benefits, and other employment terms and conditions.

Fitness for Duty. NESC may require an employee returning from FMLA to complete a fitness for duty examination before returning to work.

Updates. NESC may require employees to provide periodic updates on the employee's status and their intent to return to work.

The NESC will not interfere with, restrain, or deny the exercise of any right provided by the FMLA and will not discharge or discriminate against any employee for opposing any practice made unlawful by the FMLA or for involvement in any proceeding under or related to the FMLA.

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE
BOARD OF DIRECTORS MEETING
Monday, May 18, 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 April 2020 financial report
7. Consent Agenda
 - a. Approval of April 20, 2020 meeting minutes

 - b. Approval of payment of May 2020 budget claims

 - c. Approval of Unit 1 Negotiated Agreement

 - d. Approval of Unit 2 Negotiated Agreement

 - e. Approval of Retirement—Lois Lux, Speech Language Pathologist

 - f. Approval of Resignation—Jamie Wiesner, OT

 - g. Approval of Contract—Megan Schneider, Speech Language Pathologist, 176 days; \$51,500

 - h. Approval of Assistant Director and Business Manager contracts

 - i. Approval of Unit 1 and 2, ESY, Paraprofessionals, Office Staff, and Custodian contracts

8. Discussion Items
 - a. Assistant Director Report

 - b. Director Report

 - c. Paper purchase

 - d. FY 2021 preliminary budget

e. Audit quote for FY 2020 audit

f. Summer office hours

g. 2020-21 Property and Liability insurance

h. Delta Dental updated premium rates

i. FMLA Policy

j.

9. Action Items

a. Approval of audit quote—William Neale & Company; \$9,250.00

BOARD ACTION: _____

b. Approval of summer office hours

BOARD ACTION: _____

c. Approval of updated of health, dental, and life insurance rates for FY 2021

BOARD ACTION: _____

d.

BOARD ACTION: _____

10. Executive Session (If needed)

a. Personnel—SDCL 1-25-2(1). Discussing the qualifications, competence, performance, character or fitness of any public officer or employer or prospective public office or employee

b. Negotiations--SDCL 1-25-2(4). Preparing for contract negotiations or negotiating with employee or employee representatives.