

**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

June 10, 2020

Dear NESC Board Members:

Our June board meeting will be held on June 15, 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 5<sup>th</sup> Street, Hayti, SD

#### To Join Zoom Meeting; Video and Audio:

Register in advance for this meeting:

[https://us02web.zoom.us/meeting/register/tZAqc-  
ipqTivEt3oGivZcP0AfE1\\_2e9wodz](https://us02web.zoom.us/join/https://us02web.zoom.us/meeting/register/tZAqc-<br/>ipqTivEt3oGivZcP0AfE1_2e9wodz)

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: 847 4117 9589

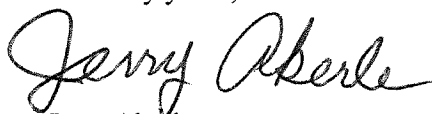
Participant ID: Not needed

Password: 396589

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: June 15, 2020

Time: 7:00 P.M.

NESC Administrative Offices, 310 5<sup>th</sup> 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 May 2020 financial report
7. Consent Agenda
  - a. Approval of May 18, 2020 meeting minutes
  - b. Approval of payment of June 2020 budget claims
  - c. Approval of contract—Morgan Anderson, COTA; \$33,000.00; 200 days
  - d. Approval of contract—Lisa Mickelson-Strubel, OT; \$26,000.00; 80 days
  - e. Approval of 2020-21 Unit 1 and 2 Contract Amendments
  - f. Approval of Apex agreement; 38 seats; \$6,650.00
  - g.
  - h.
8. Discussion Items
  - a. Assistant Director Report
  - b. Director Report
  - c. FY 2021 preliminary budget
  - d. NESC Board of Directors—Preliminary district representatives for 2020-21
  - e. FMLA policy
  - f. Inventory update
  - g.
  - h.
9. Action Items
  - a. Approval of 2020-21 Property, Liability, and Workers' Compensation insurance renewal
  - b. Approval of paper bid
  - c. Approval to publish FY 21 preliminary budget and set budget hearing for Monday, July 20, 2020
  - d. Approval of FMLA policy
  - e. Approval of updated inventory list
  - f.
  - g.
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 5<sup>th</sup> Street, Hayti, SD

### **To Join Zoom Meeting; Video and Audio:**

Register in advance for this meeting:

[https://us02web.zoom.us/join/register/tZAqc-ipcTlvtEt3oGivZcP0AfE1\\_2e9wodz\\_](https://us02web.zoom.us/join/register/tZAqc-ipcTlvtEt3oGivZcP0AfE1_2e9wodz_)

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: 847 4117 9589

Participant ID: Not needed

Password: 396589

## **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 May 2020 financial report**
7. **Consent Agenda**
  - a. **Approval of May 18, 2020 meeting minutes.** Please review enclosed minutes.
  - b. **Approval of payment of June 2020 budget claims.** Please review the enclosed budget claims.
  - c. **Approval of contract—Morgan Anderson, COTA; \$33,000.00; 200 days.**
  - d. **Approval of contract—Lisa Mickelson-Strubel, OT; \$26,000; 80 days.**
  - e. **Approval of 2020-21 Unit 1 and 2 Contract Amendments.** After the completion of negotiations, contract amendments were issued.
  - f. **Approval of Apex agreement; 38 seats; \$6,650.00.** Several schools continue to use Apex as an on-line curriculum.
  - g.
  - h.
8. **Discussion Items**
  - a. **Assistant Director Report.**
  - b. **Director Report.**
  - c. **FY 2021 preliminary budget.** The FY 2021 preliminary budget will be presented.
  - d. **NESC Board of Directors—Preliminary district representative for 2020-21.** In July we will seat a new board. I will ask the board if any current representatives are not returning next year.
  - e. **FMLA policy.** Discussion will occur on a revised FMLA policy.
  - f. **Inventory update.** Outdated, broken, or misplaced inventory items will be discussed.
  - g.
  - h.
9. **Action Items**
  - a. **Approval of 20-21 Property, Liability, and Workers' Compensation insurance renewal.** This was discussed last month. Action should be taken this month.
  - b. **Approval of paper bid.** The paper bid will need approval.
  - c. **Approval to publish FY 21 preliminary budget and set budget hearing for Monday, July 20, 2020.** The budget hearing needs to be set.
  - d. **Approval of FMLA policy.** The revised FMLA policy needs to be adopted.
  - e. **Approval of updated inventory list.** The board should declare surplus the outdated, broken, or misplaced inventory items presented earlier and to dispose of such items.
  - f.
  - g.
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
<b>CASH BALANCE</b>				
May 1, 2020	\$305,403.85	\$899,543.19	\$36,786.09	\$1,241,733.13

Receipts:

**Local Sources:**

1312 Center Base Tuition		\$42,048.39		\$42,048.39
1332 Extended School Year Tuition				\$0.00
1510 Interest	\$45.20	\$395.98		\$441.18
1941 ESA 1 OTHER SOURCES				\$0.00
1941 ESA 1 LEA Assessments				\$0.00
1941 Shared Services LEAs	\$18,635.62			\$18,635.62
1950 Refund Prior Year Expense				\$0.00
1990 Charges For Service				\$0.00
1990 SPED Assessments	\$911.12	\$99,440.25		\$100,351.37
1990 Reading Recovery	\$1,760.80			\$1,760.80
1990 Reading Recovery-Other LEAs				\$0.00
1990 Miscellaneous	\$204.96		\$2,576.15	\$2,781.11
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		\$2,564.64		\$2,564.64
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		\$149,739.00		\$149,739.00
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				\$0.00
Other Receipts				\$0.00

<b>Total Monthly Receipts</b>	<b>\$21,557.70</b>	<b>\$298,352.26</b>	<b>\$2,576.15</b>	<b>\$322,486.11</b>
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Balance Frwd plus Revenue to date	\$326,961.55	\$1,197,895.45	\$39,362.24	\$1,564,219.24
Manual Journal Entry				\$0.00
Manual Journal Entry Revenue				\$0.00

<b>Less Salaries &amp; Disbursements</b>				
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Salaries	\$8,575.57	\$277,095.64		\$285,671.21
Disbursements	\$2,952.71	\$37,939.53	\$1,022.36	\$41,914.60
<b>Less Total Salaries &amp; Disbursements</b>	<b>\$11,528.28</b>	<b>\$315,035.17</b>	<b>\$1,022.36</b>	<b>\$327,585.81</b>

<b>CASH BALANCE</b>				
May 31, 2020	<b>\$315,433.27</b>	<b>\$882,860.28</b>	<b>\$38,339.88</b>	<b>\$1,236,633.43</b>

**Balance Sheet**

Clearing Account XX-101-002	\$0.00	\$0.00	\$0.00	\$0.00
Checking Account XX-101	\$4.16	\$330,495.78	\$30,578.42	\$361,078.36
Money Market Savings XX-105	\$315,429.11	\$466,639.59	\$7,761.46	\$789,830.16
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
<b>TOTALS</b>	<b>\$315,433.27</b>	<b>\$882,860.28</b>	<b>\$38,339.88</b>	<b>\$1,236,633.43</b>
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00

Regular; Processing Month 05/2020; Fund Number 10, 22

Fund: 10 GENERAL FUND

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
10 1510	INTEREST	325.00	45.20	546.24	168.07	(221.24)
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	18,635.62	37,271.25	100.00	0.00
10 1990 009	NON-SP.ED. ASSESSMENTS	11,326.58	911.12	10,415.68	91.96	910.90
10 1990 012	READING RECOVERY ASSESSMENTS	38,160.62	1,760.80	36,400.06	95.39	1,760.56
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	204.96	256.96	0.00	(256.96)
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	181,872.66	69.57	79,557.34
Subtotal: LOCAL SOURCES		447,658.50	21,557.70	364,948.80	81.52	82,709.70
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	21,557.70	370,066.14	82.67	77,592.36

Regular; Processing Month 05/2020; Fund Number 10, 22

**Fund: 22 SPECIAL EDUCATION FUND**

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
22 1312	TUITION-CENTER BASE	516,631.94	42,048.39	487,954.12	94.45	28,677.82
22 1312 100	TUITION-ESY	95,282.75	0.00	83,978.93	88.14	11,303.82
22 1510	INTEREST	1,700.00	395.98	5,218.84	306.99	(3,518.84)
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	79,440.25	1,135,051.99	90.48	119,439.53
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	0.00	28,500.00	75.00	9,500.00
Subtotal: LOCAL SOURCES		1,934,324.42	121,884.62	1,745,567.94	90.24	188,756.48
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	2,564.64	38,067.99	95.17	1,932.01
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	2,564.64	109,001.60	63.14	63,638.96
22 4175 475	REGULAR IDEA PART B 611	1,773,945.00	149,739.00	1,244,111.00	70.13	529,834.00
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	34,035.00	66.72	16,980.00
Subtotal: FEDERAL SOURCES		1,824,960.00	153,903.00	1,278,146.00	70.04	546,814.00
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	278,352.26	3,207,715.54	80.05	799,209.44

**Revenue Summary Report**

Processing Month: 05/2020

Regular; Processing Month 05/2020; 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	299,909.96	3,577,781.68	80.32	876,801.80

Account Number	Account Description	BUDGET	CURRENT MO.EXP.	EXP.TO DATE	% OF BUDGET	BALANCE AT EOM
<b>10</b>	<b>GENERAL FUND</b>					
1111	READING RECOVERY	\$46,817.56	\$2,643.62	\$33,655.18	71.89	\$13,162.38
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$116,875.07	\$2,908.81	\$35,989.83	30.79	\$80,885.24
2227	TECHNOLOGY SUPPORT	\$5,475.04	\$864.25	\$4,490.88	82.02	\$984.16
2319	BOARD OF EDUCATION SERVICES	\$11,063.80	\$21.25	\$7,814.06	70.63	\$3,249.74
2329	ADMINISTRATION	\$31,036.91	\$2,160.37	\$24,913.41	80.27	\$6,123.50
2529	ADMINISTRATION-FISCAL SERVICES	\$9,859.25	\$692.58	\$8,278.86	83.97	\$1,580.39
2542	OPERATION & MAINTENANCE BLDGS.	\$9,931.43	\$130.84	\$2,519.47	25.37	\$7,411.96
2545	VEHICLE SERVICE	\$221,674.00	\$2,106.56	\$123,553.42	55.74	\$98,120.58
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	\$11,528.28	\$321,011.66	59.71	\$216,646.84
<b>22</b>	<b>SPECIAL EDUCATION FUND</b>					
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	\$41,500.72	\$398,593.60	77.15	\$118,038.34
1226	EARLY CHILDHOOD SERVICES	\$364,703.07	\$26,997.67	\$268,089.87	73.51	\$96,613.20
1227	PROLONGED ASSISTANCE PROGRAMS	\$0.00	\$0.00	\$6,625.04	0.00	(\$6,625.04)
2129	TRANSITION SUPPORT SERVICES	\$27,546.25	\$1,891.84	\$22,343.68	81.11	\$5,202.57
2142	PSYCHOLOGICAL SERVICES	\$582,297.81	\$44,624.62	\$438,420.41	75.29	\$143,877.40
2152	SPEECH PATHOLOGY SERVICES	\$1,118,495.20	\$85,573.35	\$823,288.96	73.61	\$295,206.24
2171	PHYSICAL THERAPY	\$318,554.96	\$22,047.65	\$258,459.23	81.13	\$60,095.73
2172	OCCUPATIONAL THERAPY	\$489,924.55	\$30,473.55	\$371,894.96	75.91	\$118,029.59
2213	PROFESSIONAL DEVELOPMENT/PRESERVICE&TCAP	\$2,500.00	\$0.00	\$340.00	13.60	\$2,160.00
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$128,140.56	\$7,174.37	\$87,208.26	68.06	\$40,932.30
2227	TECHNOLOGY SUPPORT	\$48,825.39	\$7,778.42	\$40,533.82	83.02	\$8,291.57
2319	BOARD OF EDUCATION SERVICES	\$81,574.16	\$191.29	\$63,649.48	78.03	\$17,924.68
2329	ADMINISTRATION	\$279,332.28	\$19,443.18	\$224,869.14	80.50	\$54,463.14
2529	ADMINISTRATION-FISCAL SERVICES	\$88,733.23	\$6,233.23	\$75,014.58	84.54	\$13,718.65
2542	OPERATION & MAINTENANCE BLDGS.	\$89,382.83	\$1,177.66	\$22,500.94	25.17	\$66,881.89
22	SPECIAL EDUCATION FUND	\$4,231,924.98	\$295,107.55	\$3,185,810.90	75.28	\$1,046,114.08
Grand Total:		\$4,769,583.48	\$306,635.83	\$3,506,822.56	73.52	\$1,262,760.92



Activity Fund Balance Report - Summary - Exclude Encumbrances  
05/2020 - 05/2020

Regular; Beginning Month 05/2020; Processing Month 05/2020; 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	2,227.26	0.00	0.00	0.00	2,227.26
71 415 806	SPECIAL OLYMPICS SD-AMT HELD FOR OTHERS	23,244.32	0.00	0.00	0.00	23,244.32
71 430 800	IMPREST ACCOUNT	4,867.20	50.00	132.80	0.00	4,950.00
71 453	SANFORD FLEX	5,049.75	972.36	2,443.35	0.00	6,520.74
Fund Total: 71		36,786.09	1,022.36	2,576.15	0.00	38,339.88

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, May 18, 2020

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, May 18, 2020 via Teleconference, Zoom and at Northeast Education Services Cooperative in Hayti, SD. The meeting was called to order by President Akin at 7:00 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; Todd Bjorklund, Estelline; Joe Homola, Hamlin; Jerod Olson, Lake Preston; Sue Braun, Rosholt; Gene Bjorklund, Sioux Valley; Lisa Amdahl, Summit; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Tia Felberg, Willow Lake – entered at 7:02 P.M.; Denise Lutkemeier, Wilmot

**Absent:**

Gary Brassfield, Britton-Hecla; Jon Kahnke, Florence; Paula Blue, Henry; Greg Bich, Iroquois; Art Berger, Waubay

**Others Attending:**

NESC Staff Representatives: None

Member District Superintendents: Brian Jandahl, Elkton; 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 7:00 P.M.

**Agenda review, changes, and approval**

*Action #20-76* Motion by C. Knutson, second by T. Bjorklund, to approve the agenda as presented. King – aye, Akin – aye, Marx – aye, Koehlmoos – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Olson – aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Thyen – aye, Looyenga – aye, Lutkemeier – aye, motion carried.

**Introduction of Guests**

Brian Jandahl, Jim Block and Jesse Konold were introduced as guests.

**Conflicts of Interest**

No conflicts of interest were presented.

**Public Comment**

No public comments were presented.

### **Financial Report**

*Action #20-77* Motion by G. Bjorklund, second by J. Homola, to approve the financial report for the period ending April 30, 2020. King – aye, Akin – aye, Marx – aye, Koehlmoos – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Olson- aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Thyen – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
<b>April 1, 2020</b>	<b>\$258,712.94</b>	<b>\$761,309.34</b>	<b>\$24,999.25</b>
<u>Receipts:</u>			
Local Sources	\$3,890.72	\$187,937.23	\$16,365.34
State Sources		\$3,029.10	
Federal Sources		\$300,453.00	
Other	\$59,689.66	\$2,854.35	
<u>Total Monthly Receipts</u>	<u>\$63,580.38</u>	<u>\$494,273.68</u>	<u>\$16,365.34</u>
Total Gross Receipts	\$322,293.32	\$1,255,583.02	\$41,364.59
Manual Journal Entries			
Less Salaries	\$8,583.31	\$273,339.90	
Less Disbursements	\$8,306.16	\$82,699.93	\$4,578.50
<u>Total Salaries &amp; Disbursements</u>	<u>\$16,889.47</u>	<u>\$356,039.83</u>	<u>\$4,578.50</u>
<b>Ending Cash Balance</b>			
<b>April 30, 2020</b>	<b>\$305,403.85</b>	<b>\$899,543.19</b>	<b>\$36,786.09</b>

### **Consent Agenda**

*Action #20-78* Motion by A. Schuurman, second by P. Thyen, to approve the following items on the Consent Agenda: 7a) Approval of April 20, 2020 Board of Directors minutes; 7b) Approval of payment of May 2020 claims; 7c) Approval of Unit 1 Negotiated Agreement; 7d) Approval of Unit 2 Negotiated Agreement; 7e) Approval of Retirement – Lois Lux, Speech Language Pathologist; 7f) Approval of Resignation – Jamie Wiesner, OT; 7g) Approval of Contract – Megan Schneider, Speech Language Pathologist; 176 days; \$51,500; 7h) Approval of Assistant Director and Business Manager contracts; 7i) Approval of Unit 1 and 2, ESY, Paraprofessionals, Office Staff, and Custodian contracts. King – aye, Akin – aye, Marx – aye, Koehlmoos – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Olson- aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Thyen – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

*The Board thanks Lois for  
15 years of service and wishes  
her well on her retirement.*

### May 2020 Accounts Payable

**GENERAL FUND:** BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 719.13; 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 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

**FUND TOTAL: \$11,540.78**

**SPECIAL EDUCATION FUND:** BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 15,465.86; 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

**FUND TOTAL: \$315,147.67**

### Discussion Items

#### Assistant Director's Report

Assistant Director Frewing gave his monthly report.

#### Director's Report

Director Aberle gave his monthly report.

#### Paper Purchase

Business Manager Stormo informed the Board that she has requested sealed bids for coop paper purchase.

#### FY 2021 Preliminary Budget

Business Manager Stormo presented the FY21 preliminary budget.

#### Audit quote for FY2020 audit

Business Manager Stormo informed the Board that she has requested and received a quote from William Neale & Co., P.C.

#### Summer office hours

Director Aberle discussed an option for summer office hours. The proposed hours are as follows: June 1, 2020 – August 7, 2020---Monday through Thursday 7:30 a.m. to 3:30 p.m.; Fridays 7:30 a.m. to 12:00 p.m.

#### 2020-21 Property and Liability Insurance

Guest Jesse Konold discussed the rates for 2020-21 Property and Liability Insurance.

#### Delta Dental updated premium rates

Business Manager Stormo shared that the Delta Dental rates will not have a 2.9% increase due to COVID-19.

#### FMLA Policy

Director Aberle discussed FMLA Policy.

### **Action Items**

#### **Accept audit quote for FY20 audit – William and Neale & Co., P.C. \$9,250**

*Action #20-79* Motion by C. Knutson, second by J. Homola to approve contract from William and Neale & Co., P.C. at \$9,250. King – aye, Akin – aye, Marx – aye, Koehlmoos – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Olson- aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Thyen – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

#### **Set summer office hours**

*Action #20-80* Motion by G. Bjorklund, second by A. Schuurman to approve the summer office hours as follows: June 1, 2020 – August 7, 2020---Monday through Thursday 7:30 a.m. to 3:30 p.m.; Fridays 7:30 a.m. to 12:00 p.m. King – aye, Akin – aye, Marx – aye, Koehlmoos – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Olson- aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Thyen – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

#### **Health, Dental, and Life Insurance renewal information for FY21**

*Action #20-81* Motion by J. Homola, second by T. Bjorklund to approve the Health, Delta Dental and Life Insurance rates for 2020-21, setting monthly insurance allocation at \$735.42. King – aye, Akin – aye, Marx – aye, Koehlmoos – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Olson- aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Thyen – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

### **Executive Session**

No executive session was held.

### **Adjournment**

*Action #20-82* With there being no further business, motion by C. Knutson, second by N. Koehlmoos, to adjourn. King – aye, Akin – aye, Marx – aye, Koehlmoos – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Olson- aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Thyen – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

The next NESC Board of Directors meeting will be held via Teleconference, Zoom and at Northeast Education Services Cooperative office on Monday, June 15, 2020 at 7:00 P.M.

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Cory Akin, President

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Tiffany Stormo, Business Manager

## Northeast Educational Services Cooperative

## JUNE 2020 INVOICES

GENERAL FUND - 10

APEX LEARNING	APEX SEATS - WILMOT	80.00
AUTOMATIVE SERVICE CENTER, THE	MAINT	99.76
BROOKINGS REGISTER	ADVERTISING	23.00
CENEX FLEETCARD	GASOLINE	331.63
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	5.57
CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON	SCHOOL MATTERS	220.85
DELYLE'S SOUTH 81 SERVICE, INC.	MAINT	3,321.07
DUST TEX SERVICE, INC.	MAY 2020 RUG RENTAL	5.35
HAMLIN COUNTY FARMERS COOP	GASOLINE	173.51
JURGENS OIL	MAINT	41.91
NESC IMPREST	IMPREST	5.00
NESC PAYROLL	JUNE 2020	8,619.40
OTTERTAIL POWER CO.	ELEC	26.04
PRO-TEC ROOFING & SHEET METAL, INC.	ROOF REPAIR	3,190.79
PUBLIC OPINION	MINUTES	48.42
REUER, CAROL	REIMB SUPP	2.00
REUER, DYLAN	LAWN CARE	12.00
SANFORD HEALTH PLAN	HSA/FSA FEES	6.22
SERVICE MASTER OF WATERTOWN	BLDG MAINT	98.44
SHARP AUTOMOTIVE	MAINT	63.49
TOWN OF HAYTI	WATER	7.10
W.W. TIRE SERVICE	MAINT	38.18
<u>GENERAL FUND TOTAL:</u>		<u>16,419.73</u>

SPECIAL EDUCATION FUND - 22

BROOKINGS REGISTER	ADVERTISING	207.00
CASTLEWOOD SCHOOL DISTRICT	MAY 2020 USE FEE/NURSE SPLIT	6,359.67
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	50.11
CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON	SCHOOL MATTERS	1,987.67
DUST TEX SERVICE, INC.	MAY 2020 RUG RENTAL	48.12
GOEHRING-STREET, KRIS	PSYCH TRAVEL	113.99
HAMLIN SCHOOL DISTRICT	MAY 2020 USE FEE	751.84
LANDMARK, TERESA	REIMB SUPP	26.80
MARSHALL CO. HEALTHCARE CENTER	PT/OT SERV	2,165.41
NESC IMPREST	IMPREST	45.00

NESC PAYROLL	JUNE 2020	273,719.48
OTTERTAIL POWER CO.	ELEC	234.39
PRO-TEC ROOFING & SHEET METAL, INC.	ROOF REPAIR	28,717.12
PUBLIC OPINION	MINUTES	435.75
REUER, CAROL	REIMB SUPP	17.96
REUER, DYLAN	LAWN CARE	108.00
SANFORD HEALTH PLAN	HSA/FSA FEES	55.98
SANFORD WEBSTER MEDICAL CENTER	MAY OT SERV	2,303.57
SERVICE MASTER OF WATERTOWN	BLDG MAINT	885.96
TOWN OF HAYTI	WATER	63.90
WAUBAY SCHOOL DISTRICT	SPED ASSESS REIMB	17,000.00
WEBSTER SCHOOL DISTRICT	MAY 2020 USE FEE	493.10
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>335,790.82</u>
 <u>JUNE 2020 INVOICES TOTAL:</u>		 <u>352,210.55</u>

## Northeast Educational Services Cooperative

## JUNE 2020 BMO INVOICES

GENERAL FUND - 10

INNOVATIVE OFFICE SOLUTIONS	O&M SUPP	9.85
ITC TELECOM	MAY/JUNE PHONE SERVICES	92.83
MENARDS	O&M SUPP	3.99
PUBLIC OPINION	MINUTES	37.53
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	2.23
US POSTAL SERVICE	POSTAGE	6.10
VERIZON WIRELESS	APRIL/MAY CELL SERVICE	109.48
WAL-MART	O&M SUPP	5.53
ZOOM VIDEO COMMUNICATIONS INC.	CONF CALL	14.99
<u>GENERAL FUND TOTAL:</u>		<u>282.53</u>

SPECIAL EDUCATION FUND - 22

INNOVATIVE OFFICE SOLUTIONS	O&M SUPP	88.70
ITC TELECOM	MAY/JUNE PHONE SERVICES	835.47
MARSHALL CO. HEALTHCARE CENTER	OT/PT SERVICES	614.27
MENARDS	O&M SUPP	35.95
PUBLIC OPINION	MINUTES	337.76
SANFORD WEBSTER MEDICAL CENTER	APRIL OT SERVICES	4,838.69
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	109.13
TOOLS TO GROW, INC.	OT SUPP	225.00
US POSTAL SERVICE	POSTAGE	54.90
VERIZON WIRELESS	APRIL/MAY CELL SERVICE	345.18
WAL-MART	O&M SUPP	49.76
ZOOM VIDEO COMMUNICATIONS INC.	CONF CALL	134.91
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>7,669.72</u>

AGENCY FUND - 71

INNOVATIVE PRODUCTS, INC.	SP OLYM SUPP	1,209.00
<u>AGENCY FUND TOTAL:</u>		<u>1,209.00</u>

JUNE 2020 BMO INVOICES TOTAL:9,161.25





A part of BMO Financial Group

## INVOICE

June 05, 2020

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

**Invoice Number: 0703531-2006**

**Invoice Amount: \$ 9,161.25**

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

Your payment is due **July 02, 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.

3¢ -----

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: 0703531-2006  
Amount Paid: \$ 9,161.25  
Payment Due Date: July 02, 2020

RUN DATE: 06/08/2020

All amounts are tax inclusive and displayed in their billing currency

## Mapped Cards

Posting Date	Tran Date	Account	Supplier	Amount
05/26/2020	05/26/2020	XXXX-XXXX-XXXX-2312	Payment - Automatic Pymt Received	-16,184.99
			Debit Total USD	0.00
			Credit Total USD	-16,184.99
			Total USD	-16,184.99

Posting Date	Tran Date	Account	Supplier	Amount		
05/13/2020	05/12/2020	XXXX-XXXX-XXXX-7027	Zoom Us	159.65	?	?
05/13/2020	05/12/2020	XXXX-XXXX-XXXX-7027	Tools To Grow Inc	225.00	?	?
06/05/2020	06/04/2020	XXXX-XXXX-XXXX-7027	Zoom Us	-9.75	?	?
			Debit Total USD	384.65		
			Credit Total USD	-9.75		
			Total USD	374.90		

Posting Date	Tran Date	Account	Supplier	Amount		
05/08/2020	05/07/2020	XXXX-XXXX-XXXX-7540	Innovative Office Solu	36.91	?	0.00
05/18/2020	05/16/2020	XXXX-XXXX-XXXX-7540	Innovative Office Solu	61.64	?	0.00
05/19/2020	05/18/2020	XXXX-XXXX-XXXX-7540	Usps Po 4637080684	61.00	?	0.00
05/28/2020	05/27/2020	XXXX-XXXX-XXXX-7540	Wm Supercenter #1500	55.29	?	0.00
06/01/2020	05/28/2020	XXXX-XXXX-XXXX-7540	Menards Watertown Sd	39.94	?	0.00
			Debit Total USD	254.78		
			Credit Total USD	0.00		
			Total USD	254.78		

Posting Date	Tran Date	Account	Supplier	Amount	
05/07/2020	05/06/2020	XXXX-XXXX-XXXX-0981	Paypal Jim	1,209.00	
			Debit Total USD	1,209.00	
			Credit Total USD	0.00	
			Total USD	1,209.00	

Stormo Tiffany

Posting Date	Tran Date	Account	Supplier	Amount	
05/14/2020	05/14/2020	XXXX-XXXX-XXXX-0837	Vzwlrlss My Vz Vb P	227.34	?
05/15/2020	05/14/2020	XXXX-XXXX-XXXX-0837	In Time Management Sy	55.81	?
05/15/2020	05/14/2020	XXXX-XXXX-XXXX-0837	Interstate Telecomm Co	469.71	?
05/20/2020	05/19/2020	XXXX-XXXX-XXXX-0837	Marshall County Health	614.27	?
05/20/2020	05/19/2020	XXXX-XXXX-XXXX-0837	Sanford Credit Card Pm	4,838.69	?
05/21/2020	05/19/2020	XXXX-XXXX-XXXX-0837	Public Opinion	375.29	?
06/02/2020	06/01/2020	XXXX-XXXX-XXXX-0837	In Time Management Sy	55.55	?
06/03/2020	06/03/2020	XXXX-XXXX-XXXX-0837	Vzwlrlss My Vz Vb P	227.32	?
06/04/2020	06/03/2020	XXXX-XXXX-XXXX-0837	Interstate Telecomm Co	458.59	?
Debit Total USD				7,322.57	
Credit Total USD				0.00	
Total USD				7,322.57	

NORTHEAST EDUCATIONAL SERVICES COOPERATIVE	
Contract Amendments to be Approved--June 15, 2020	
Unit 1	Unit 2
<b><u>Physical Therapists</u></b>	<b><u>Center Base Teachers</u></b>
Nancy Crump	Brian Jacobsen
Kari Holden	Chris Lather
Kristina Suttan	Sara Lorensberg
<b><u>Occupational Therapists/Assistants</u></b>	<b><u>Early Childhood Teachers</u></b>
Stephanie Hayunga	Deb Jensen
Nicol Huyvaert	Karlette Juhnke
Kelsey Kringen	Teresa Landmark
<b><u>School Psychologists</u></b>	Wendi Lindner
Melissa Gent	Julie Nelson
Traci Graham	<b><u>Reading Recovery</u></b>
Maria Meyer	Kari Nolte
Shelly Skogstad	<b><u>Transition</u></b>
<b><u>Psychological Examiners</u></b>	Brenda Boyd
Jessica Fischer	<b><u>Teaching &amp; Learning Specialist</u></b>
Nikki Johnson	Lisa Reinhiller
Kris Street	<b><u>Speech Language Pathologists</u></b>
	Christy Busskohl
	Linda Conrad
	Autumn Culhane
	Angel Dubro
	Heather Hansen
	Alysha Johnson
	Cheryl Keller-Knudson
	Deb Lauseng
	Carrie Niles
	Marci Saathoff
	Rochelle Schmidt
	Megan Schneider
	Deb Tiefenthaler
	Melody Wenz
	Rita Wiese
	<b><u>Academic Evaluator (not in a Unit)</u></b>
	Lucy Vandersnick

## 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 service member'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 service member 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.

Inventory to be removed--outdated, broken, or misplaced							
June 15, 2020							
250	Materials Kit with D-COME text	Books and Multimedia	1985	\$ 40.00	1	\$ 40.00	
304	Language Lessons Teachers Book	Books and Multimedia	2004	\$ 33.95	1	\$ 33.95	
528	Life Skills Act. For Spec. Children	Books and Multimedia	1994	\$ 27.95	1	\$ 27.95	
860	Examiners Manuel	Books and Multimedia	2002	\$ 79.00	1	\$ 79.00	
862	Motor Activities Program	Books and Multimedia	2002	\$ 79.00	1	\$ 79.00	
883	Self Directed IEP	Books and Multimedia	1998	\$ 120.00	1	\$ 120.00	
884	Transition Inventory	Books and Multimedia	2008	\$ 34.95	1	\$ 34.95	
901	Counting Cars	Books and Multimedia	2010	\$ 29.95	1	\$ 29.95	
912	Fix It	Books and Multimedia	1995	\$ 29.98	1	\$ 29.98	
913	I Did It Book	Books and Multimedia	2008	\$ 29.95	1	\$ 29.95	
923	Barnyard Bingo	Books and Multimedia	1980	\$ 25.95	1	\$ 25.95	
940	Behavioral Intervention for Children	Books and Multimedia	2006	\$ 45.00	1	\$ 45.00	
960	Sing Along CD (4 in set)	Books and Multimedia	2005	\$ 64.95	1	\$ 64.95	
988	Sorting game (animals & objects)	Books and Multimedia	1997	\$ 29.95	1	\$ 29.95	
1430	How Does your Engine Run book	Books and Multimedia	1998	\$ 36.00	1	\$ 36.00	
1431	Start to Finish	Books and Multimedia	2000	\$ 42.50	1	\$ 42.50	
1433	Learning in Motion (teacher guide)	Books and Multimedia	2005	\$ 47.50	1	\$ 47.50	
1450	Peabody Examiner's Manual	Books and Multimedia	2006	\$ 84.85	1	\$ 84.85	
1452	DTVP-2 Examiner's Manual	Books and Multimedia	2006	\$ 55.95	1	\$ 55.95	
1454	VSA Manual	Books and Multimedia	2007	\$ 26.95	1	\$ 26.95	
1463	Vision ey (manual, 3 balls & tube)	Books and Multimedia	2005	\$ 92.99	1	\$ 92.99	
1519	Book, What's New in Child Literature	Books and Multimedia	2015	\$ 125.00	1	\$ 125.00	
1603	Brigance Employability Skill Invent	Books and Multimedia	1999	\$ 179.90	1	\$ 179.90	
1604	Fix It	Books and Multimedia	1995	\$ 29.98	1	\$ 29.98	
1623	Presentation Cards (Battelle)	Books and Multimedia	2004	\$ 39.68	1	\$ 39.68	\$ 1,431.88
168	Basic Concepts Pictures software	Computer Software	2006	\$ 41.95	1	\$ 41.95	
186	Boardmaker for Windows Version 6	Computer Software	2015	\$ 99.00	1	\$ 99.00	
306	Listening Gams for Littles 2nd Ed cd	Computer Software	2010	\$ 89.95	1	\$ 89.95	
463	Reading Listening software Lev 2	Computer Software	2008	\$ 59.95	1	\$ 59.95	
490	Sanford's Social Skills cd	Computer Software	2001	\$ 90.00	1	\$ 90.00	
491	Thinking in Things 1 Pre-K 3rd cd	Computer Software	2001	\$ 29.95	1	\$ 29.95	
492	Decider Concept-Mission 1 cd	Computer Software	2002	\$ 99.00	1	\$ 99.00	
493	Articulation gameboards cd	Computer Software	2002	\$ 29.00	1	\$ 29.00	
494	Idioms & Multiple meanings cd	Computer Software	2004	\$ 38.00	1	\$ 38.00	\$ 576.80
824	Balancing circle	Equipment	2000	\$ 54.95	1	\$ 54.95	
827	Rocking Rody Rider	Equipment	1997	\$ 61.95	1	\$ 61.95	
834	Raised Roll	Equipment	1997	\$ 59.95	1	\$ 59.95	
837	Bulls eye bnce/rl	Equipment	2007	\$ 27.99	1	\$ 27.99	
838	Baby Bot (remote control)	Equipment	2001	\$ 29.99	1	\$ 29.99	
839	Parents Busy Park Playground	Equipment	2001	\$ 49.99	1	\$ 49.99	
841	Rigid Dome Cones (set of 36)	Equipment	2002	\$ 39.95	1	\$ 39.95	
842	Am Tryke	Equipment	1998	\$ 349.00	1	\$ 349.00	
843	Large foot pedal attachment	Equipment	2002	\$ 35.95	1	\$ 35.95	
844	Small foot pedal attachment	Equipment	2002	\$ 30.50	1	\$ 30.50	
849	Nesti benches	Equipment	2001	\$ 108.15	1	\$ 108.15	
859	Foam steps (blue & yellow)	Equipment	2005	\$ 246.99	1	\$ 246.99	
868	Plastic Board Commode Transfer	Equipment	2003	\$ 57.95	1	\$ 57.95	
964	Tonka Road Grader	Equipment	2011	\$ 27.16	1	\$ 27.16	
1015	Cash register Model CRS 150	Equipment	2001	\$ 159.00	1	\$ 159.00	
1016	CD player	Equipment	2002	\$ 59.99	1	\$ 59.99	
1128	Camera digital	Equipment	2016	\$ 50.00	1	\$ 50.00	
1184	Microwave (white)	Equipment	2003	\$ 79.99	1	\$ 79.99	
1187	TV - GE w/remote ModDNP 1282N	Equipment	1998	\$ 189.80	1	\$ 189.80	
1460	Pattern Stacker	Equipment	1995	\$ 31.50	1	\$ 31.50	
1461	Magic Tracks	Equipment	2002	\$ 54.95	1	\$ 54.95	
1464	Great Grip stampers (2 sets of 8)	Equipment	2005	\$ 58.85	1	\$ 58.85	
1466	Long board crawler	Equipment	1996	\$ 77.95	1	\$ 77.95	
1471	Long board crawler	Equipment	1993	\$ 61.50	1	\$ 61.50	
1472	8x12 (med) wooden scooter	Equipment	1988	\$ 50.60	1	\$ 50.60	
1493	Tracy & Her Talking Trike Switch toy	Equipment	2002	\$ 39.95	1	\$ 39.95	
1500	Z vibes	Equipment	2009	\$ 32.95	1	\$ 32.95	
1501	Double Z-vibe travel kit	Equipment	2010	\$ 49.99	1	\$ 49.99	

1631	Bead Set	Equipment	2005	\$ 29.95	1	\$ 29.95	
1674	Suction hand grab 4" high	Equipment	1999	\$ 32.50	1	\$ 32.50	
1675	Suction hand grab 4" high	Equipment	1999	\$ 32.50	1	\$ 32.50	
1679	CD Player	Equipment	2007	\$ 29.99	1	\$ 29.99	
1680	Z vibes	Equipment	2009	\$ 32.95	1	\$ 32.95	
1681	Double Z-vibe travel kit	Equipment	2010	\$ 49.99	1	\$ 49.99	
2121	25 player set (music set)	Equipment	2002	\$ 65.00	1	\$ 65.00	\$ 2,450.37
864	Laptop	Equipment--Computer	2011	\$ 959.00	1	\$ 959.00	
893	Printer HP Laser Jet Pro	Equipment--Computer	2015	\$ 176.76	1	\$ 176.76	
894	Desktop Nobilis A225 & Monitor	Equipment--Computer	2004	\$ 1,372.00	1	\$ 1,372.00	
967	Printer HP Office Jet 6100	Equipment--Computer	2011	\$ 25.00	1	\$ 25.00	
981	Laptop computer NOBN4014	Equipment--Computer	2006	\$ 2,262.00	1	\$ 2,262.00	
1167	3.3 V Adapter	Equipment--Computer	2004	\$ 70.00	1	\$ 70.00	
1870	Backpack for laptop	Equipment--Computer	2017	\$ 50.07	1	\$ 50.07	
1903	Laptop (spare)	Equipment--Computer	2011	\$ 989.00	1	\$ 989.00	
1907	Desktop Computer	Equipment--Computer	2006	\$ 499.00	1	\$ 499.00	
1943	Laptop	Equipment--Computer	2015	\$ 709.00	1	\$ 709.00	
1960	Laptop Plaidbook	Equipment--Computer	2010	\$ 750.00	1	\$ 750.00	
1970	Laptop	Equipment--Computer	2015	\$ 709.00	1	\$ 709.00	
2022	Laptop-Plaidbook	Equipment--Computer	2010	\$ 999.99	1	\$ 999.99	
2060	Laptop-Plaidbook	Equipment--Computer	2015	\$ 959.00	1	\$ 959.00	
2062	Laptop	Equipment--Computer	2011	\$ 959.00	1	\$ 959.00	
2063	Laptop	Equipment--Computer	2015	\$ 709.00	1	\$ 709.00	
2070	Laptop	Equipment--Computer	2010	\$ 750.00	1	\$ 750.00	
2078	Desktop Computer	Equipment--Computer	2010	\$ 500.00	1	\$ 500.00	
2227	Monitor	Equipment--Computer	2010	\$ 250.00	1	\$ 65.00	
2278	Monitor, portable (15.6 ultra slim)	Equipment--Computer	2019	\$ 99.04	1	\$ 99.04	
2280	Monitor, portable (15.6 ultra slim)	Equipment--Computer	2019	\$ 99.04	1	\$ 99.04	\$ 13,710.90
19	TOLD-P-4 Complete Test Set	Evaluation Instruments	1995	\$ 299.00	1	\$ 299.00	
58	PPVT-4/EVT-2	Evaluation Instruments	1993	\$ 407.00	1	\$ 407.00	
80	PPVT-4 / EVT-2 Combined Kit Form A	Evaluation Instruments	2012	\$ 394.50	1	\$ 394.50	
114	CELF-Preschool Complete Kit	Evaluation Instruments	2008	\$ 329.00	1	\$ 329.00	
146	PPVT-4/EVT-2	Evaluation Instruments	2011	\$ 407.00	1	\$ 407.00	
164	TOLD-P-4 Complete Test Set	Evaluation Instruments	2009	\$ 299.00	1	\$ 299.00	
171	CELF-Complete kit	Evaluation Instruments	2009	\$ 479.00	1	\$ 479.00	
184	TOLD-P-4 Complete Test Set	Evaluation Instruments	2008	\$ 299.00	1	\$ 299.00	
261	PPVT-4/EVT-2	Evaluation Instruments	2011	\$ 407.00	1	\$ 407.00	
280	TOLD-P-4 Complete Test Set	Evaluation Instruments	2009	\$ 299.00	1	\$ 299.00	
310	PPVT-4/EV-2 Combined Kit Form A	Evaluation Instruments	2010	\$ 394.50	1	\$ 394.50	
316	TOLD-P-4 Complete Test Set	Evaluation Instruments	2009	\$ 299.00	1	\$ 299.00	
341	TELD-3 kit	Evaluation Instruments	2002	\$ 264.00	1	\$ 264.00	
344	TOLD-P-4 Complete Test Set	Evaluation Instruments	2009	\$ 299.00	1	\$ 299.00	
405	TELD-3	Evaluation Instruments	2011	\$ 327.00	1	\$ 327.00	
407	TOLD-P-4 Complete Test Set	Evaluation Instruments	2009	\$ 299.00	1	\$ 299.00	
450	HCAPP (Hodson Computerized Analysis)	Evaluation Instruments	2005	\$ 115.00	1	\$ 115.00	
460	PPVT-4	Evaluation Instruments	2010	\$ 200.00	1	\$ 200.00	
477	TOLD-P-4 Complete Test Set	Evaluation Instruments	2009	\$ 299.00	1	\$ 299.00	
593	PPVT-4/EVT-2	Evaluation Instruments	2011	\$ 407.00	1	\$ 407.00	
604	TAPS 3	Evaluation Instruments	2005	\$ 120.00	1	\$ 120.00	
605	TEEM Test	Evaluation Instruments	1994	\$ 97.00	1	\$ 97.00	
609	TOLD-P-4 Complete Test Set	Evaluation Instruments	2009	\$ 299.00	1	\$ 299.00	
651	PPVT-4/EVT-2 Form B	Evaluation Instruments	2010	\$ 394.50	1	\$ 394.50	
667	TOLD-I-4	Evaluation Instruments	2010	\$ 217.00	1	\$ 217.00	
668	TOLD-P-4	Evaluation Instruments	2009	\$ 299.00	1	\$ 299.00	
733	PPVT-4/EVT-2 Form B	Evaluation Instruments	2011	\$ 407.00	1	\$ 407.00	
772	PPVT-4/EVT-2 Form B	Evaluation Instruments	2010	\$ 394.50	1	\$ 394.50	
872	Brigance TSI Test	Evaluation Instruments	2011	\$ 259.00	1	\$ 259.00	
885	Transition to Work Inventory (TWI)	Evaluation Instruments	1997	\$ 75.00	1	\$ 75.00	
886	WRIOT Assessment Book	Evaluation Instruments	1997	\$ 28.00	1	\$ 28.00	
887	WRIOT Manual	Evaluation Instruments	1997	\$ 34.00	1	\$ 34.00	
888	WRIOT Scoring Stencils	Evaluation Instruments	1997	\$ 50.00	1	\$ 50.00	
938	Brigance Early Childhood kits	Evaluation Instruments	1996	\$ 219.00	1	\$ 219.00	
939	Baley Neurodevelopment Screener	Evaluation Instruments	2007	\$ 195.00	1	\$ 195.00	
965	LAP-D	Evaluation Instruments	2013	\$ 624.95	1	\$ 624.95	



976	Brigance Early Childhood kits	Evaluation Instruments	2010	\$ 219.00	1	\$ 219.00	
1437	PDMS-2	Evaluation Instruments	2002	\$ 309.00	1	\$ 309.00	
1438	Sensory Profile Complete kit	Evaluation Instruments	2003	\$ 119.00	1	\$ 119.00	
1440	MVPT-3 test kit	Evaluation Instruments	2004	\$ 120.00	1	\$ 120.00	
1445	QNST-II test kit	Evaluation Instruments	2004	\$ 95.00	1	\$ 95.00	
1451	PDMS-2 object kit	Evaluation Instruments	2006	\$ 53.95	1	\$ 53.95	
1453	DTVP-2 Picture Book	Evaluation Instruments	2006	\$ 49.95	1	\$ 49.95	
1459	Beery VMI 6th Ed Starter kit	Evaluation Instruments	2011	\$ 123.00	1	\$ 123.00	
1502	PDMS-2	Evaluation Instruments	2013	\$ 530.00	1	\$ 530.00	
1546	HCAPP (Hodson Computerized Analysis)	Evaluation Instruments	2004	\$ 115.00	1	\$ 115.00	
1576	IED II Standarized kit	Evaluation Instruments	2015	\$ 349.00	1	\$ 349.00	
1583	CASL complete kit	Evaluation Instruments	2015	\$ 497.00	1	\$ 497.00	
1605	Brigance Early Childhood kits	Evaluation Instruments	1996	\$ 219.00	1	\$ 219.00	
1808	PPVT (test)	Evaluation Instruments	2016	\$ 25.00	1	\$ 25.00	
1877	PPVT - 4	Evaluation Instruments	2017	\$ 25.00	1	\$ 25.00	\$ 13,084.85
952	Car Seat 5 Point (Scenera)	Furniture and Accessories	2009	\$ 55.00	1	\$ 55.00	
953	Car Seat 5 Point (Scenera)	Furniture and Accessories	2005	\$ 39.99	1	\$ 39.99	
968	Booster Seat Big Kid	Furniture and Accessories	2011	\$ 37.99	1	\$ 37.99	
1014	Car seat Britax Frontier	Furniture and Accessories	2013	\$ 209.99	1	\$ 209.99	
1470	Tumble forms barrel crawl 56x56	Furniture and Accessories	1986	\$ 120.00	1	\$ 120.00	
1473	Support bar 29-36 door	Furniture and Accessories	2002	\$ 59.95	1	\$ 59.95	
1477	Net swing swivel	Furniture and Accessories	2007	\$ 105.29	1	\$ 105.29	
1625	Car Seat Booster	Furniture and Accessories	2010	\$ 45.00	1	\$ 45.00	
1626	Car Seat Booster	Furniture and Accessories	2010	\$ 45.00	1	\$ 45.00	
1627	Car Seat 5 Point (Scenera)	Furniture and Accessories	2009	\$ 55.00	1	\$ 55.00	
1673	Adjustable writing surface	Furniture and Accessories	1995	\$ 35.00	1	\$ 35.00	\$ 808.21
920	Playskool Gears	Therapy Materials	1980	\$ 26.95	1	\$ 26.95	
921	Plastic Shape Holes	Therapy Materials	2010	\$ 26.99	1	\$ 26.99	
933	Spots First Picnic	Therapy Materials	2000	\$ 34.99	1	\$ 34.99	
934	Blue Clues Learning Lesson Computer	Therapy Materials	2003	\$ 48.89	1	\$ 48.89	
935	Leapfrog Machine	Therapy Materials	2003	\$ 29.99	1	\$ 29.99	
936	TI Stack Clown	Therapy Materials	2002	\$ 29.99	1	\$ 29.99	
955	GEO Forms	Therapy Materials	2005	\$ 59.90	1	\$ 59.90	
957	Book cube	Therapy Materials	2005	\$ 129.00	1	\$ 129.00	
963	Farm Country Tractor & Wagon	Therapy Materials	1995	\$ 29.95	1	\$ 29.95	
980	Exploring First Words	Therapy Materials	1995	\$ 100.00	1	\$ 100.00	
1420	Suction hand grab 4" high	Therapy Materials	1999	\$ 32.50	1	\$ 32.50	
1421	Portable Mirror w/rainbow board	Therapy Materials	2002	\$ 99.00	1	\$ 99.00	
1422	Floor mirror	Therapy Materials	2002	\$ 199.00	1	\$ 199.00	
1423	Z vibs	Therapy Materials	2006	\$ 34.99	1	\$ 34.99	
1425	Vibrating snake (blue)	Therapy Materials	2006	\$ 29.99	1	\$ 29.99	
1427	Z vibs	Therapy Materials	2006	\$ 89.95	1	\$ 89.95	
1467	Parachute	Therapy Materials	1996	\$ 39.95	1	\$ 39.95	
1622	Spots First Picnic	Therapy Materials	2000	\$ 34.99	1	\$ 34.99	\$ 1,077.02
						\$ 33,140.03	\$ 33,140.03

**Multi-Purpose Copy Paper Bid**  
**Board of Director's Meeting**  
**6/15/2020**

<b>Vendor</b>	<b>Unit Price</b>
Cole Papers	\$ 25.65
Paper 101	\$ 25.08
Dacotah Paper	\$ 25.31

**6/17/2019**

<b>Vendor</b>	<b>Unit Price</b>
Cole Papers	\$ 29.20
Innovative Office Solutions	\$ 31.55
Paper 101	\$ 28.10
Dacotah Paper	\$ 29.50
Contract Paper Group	\$ 31.53

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE  
BOARD OF DIRECTORS MEETING  
Monday, June 15, 2020 - 7:00 P.M.**

1. Call to Order
2. Agenda review, changes, and approval
3. Introduction of guests: \_\_\_\_\_
4. Conflicts of Interest
5. Public Comment
6. Approval of May 2020 financial report
7. Consent Agenda
  - a. Approval of May 18, 2020 meeting minutes  
\_\_\_\_\_
  - b. Approval of payment of June 2020 budget claims  
\_\_\_\_\_
  - c. Approval of contract—Morgan Anderson, COTA, \$33,000.00; 200 days  
\_\_\_\_\_
  - d. Approval of contract—Lisa Mickelson-Strubel, OT; \$26,000.00; 80 days  
\_\_\_\_\_
  - e. Approval of 2020-21 Unit 1 and 2 Contract Amendments  
\_\_\_\_\_
  - f. Approval of Apex agreement; 38 seats; \$6,650.00  
\_\_\_\_\_
  - g.  
\_\_\_\_\_
  - h.  
\_\_\_\_\_
8. Discussion Items
  - a. Assistant Director Report  
\_\_\_\_\_
  - b. Director Report  
\_\_\_\_\_
  - c. FY 2021 preliminary budget  
\_\_\_\_\_
  - d. NESC Board of Directors—Preliminary district representatives for 2020-21  
\_\_\_\_\_
  - e. FMLA policy  
\_\_\_\_\_

f. Inventory update

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g.

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h.

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9. Action Items

a. Approval of 2020-21 Property, Liability, and Workers' Compensation insurance renewal

BOARD ACTION: \_\_\_\_\_

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b. Approval of paper bid

BOARD ACTION: \_\_\_\_\_

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c. Approval to publish FY 21 preliminary budget and set budget hearing for Monday, July 20, 2020

BOARD ACTION: \_\_\_\_\_

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d. Approval of FMLA policy

BOARD ACTION: \_\_\_\_\_

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e. Approval of updated inventory list

BOARD ACTION: \_\_\_\_\_

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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.