

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

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, July 20, 2020 via Teleconference, Zoom and at Northeast Education Services Cooperative in Hayti, SD. The meeting was called to order by President Akin at 7:01 P.M. and adjourned at 8:15 P.M.

Members present:

Jolene King, Arlington; Cory Akin, Castlewood; Malory McIntire, Clark; Barb Asleson, De Smet; Carie Knutson, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Lisa Lauterhahn, Enemy Swim Day School; Todd Bjorklund, Estelline; Joe Homola, Hamlin; Amanda Wienk, Lake Preston; Zach Hildebrandt, Oldham/Ramona; Sue Braun, Rosholt; Gene Bjorklund, Sioux Valley; Lisa Amdahl, Summit; Art Berger, Waubay; Penny Thyen, Waverly/South Shore

Absent:

Gary Brassfield, Britton-Hecla; Jon Kahnke, Florence; Paula Blue, Henry; Greg Bich, Iroquois; Martin Looyenga, Webster; Tia Felberg, Willow Lake; Denise Lutkemeier, Wilmot

Others Attending:

NESC Staff Representatives: None present

Member District Superintendents: None present

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

Call to Order

President Akin called the meeting to order at 7:01 P.M.

Agenda review, changes, and approval

Action #20-92 Motion by A. Schuurman, second by J. Homola, to approve the agenda with the addition of 7i) CD Renewal and 8b) Approval of CD Renewal . King – aye, Akin – aye, McIntire – aye, Asleson – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Wienk – aye, Hildebrandt - aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, motion carried.

Introduction of Guests

No guests present.

Conflicts of Interest

No conflicts of interest were presented.

Public Comment

No public comments were presented.

Financial Report

Action #20-93 Motion by G. Bjorklund, second by T. Bjorklund, to approve the financial report for the period ending June 30, 2020. King – aye, Akin – aye, McIntire – aye, Asleson – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Wienk – aye, Hildebrandt - aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
June 1, 2020	\$315,433.27	\$882,860.28	\$38,339.88
<u>Receipts:</u>			
Local Sources	\$2,680.41	\$155,698.35	\$2,418.35
State Sources		\$58,758.13	
Federal Sources		\$147,116.00	
Other	\$80.00		
<u>Total Monthly Receipts</u>	<u>\$2,760.41</u>	<u>\$361,572.48</u>	<u>\$2,418.35</u>
Total Gross Receipts	\$318,193.68	\$1,244,432.76	\$40,758.23
Manual Journal Entries			
EOFY20 BMO		\$1,761.11	
Less Salaries	\$8,619.40	\$273,719.48	
Less Disbursements	\$8,082.86	\$69,741.06	\$4,503.13
<u>Total Salaries & Disbursements</u>	<u>\$16,702.26</u>	<u>\$343,460.54</u>	<u>\$4,503.13</u>
Ending Cash Balance			
June 30, 2020	\$301,491.42	\$899,211.11	\$36,255.10

Consent Agenda

Action #20-94 Motion by C. Knutson, second by J. Homola, to approve the following items on the Consent Agenda: 7a) Approval of June 15, 2020 Board of Directors minutes; 7b) Approval of payment of final EOFY 2020 claims. All present voting in favor, motion carried. King – aye, Akin – aye, McIntire – aye, Asleson – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Wienk – aye, Hildebrandt - aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, motion carried.

EOFY2020 Accounts Payable

GENERAL FUND: AUTOMATIVE SERVICE CENTER, THE MAINT 368.21;BANGS, MCCULLEN, BUTLER, FOYE & SIMMONS LEGAL COUNSEL 145.90;BASS SANITATION INC. APRIL-JUNE GARB 13.65;BRIAN'S GLASS AND DOOR, INC MAINT 40.00; BULLERT AUTO MAINT 550.45;CENEX FLEETCARD GASOLINE 773.80;CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 6.15;DAKOTA DATA SHRED PROF/SHRED DOC 14.47;DELYLE'S SOUTH 81 SERVICE, INC. MAINT 1,030.78; DUST TEX SERVICE, INC. JUNE 2020 RUG RENT 5.35;GESSWEIN MOTORS, INC. MAINT 26.42;HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 154.02;KORMANAGEMENT SERVICES, LLC DRUG TESTING Q4 1,846.70;NESC SPECIAL REVENUE PROJECTS 4TH QTR EXP MI 3,903.45;OTTERTAIL POWER CO. ELEC 16.16;PUBLIC OPINION MINUTES 26.80;REUER, DYLAN LAWN CARE 8.00;SANFORD HEALTH PLAN HSA/FSA FEES 6.22;SUTTEN, KRISTINA MILEAGE REIMB 21.96;TWIN VALLEY TIRE, INC. MAINT 59.63;VERIZON WIRELESS JUNE CELL SERV 54.74

FUND TOTAL: \$9,072.86

SPECIAL EDUCATION FUND: BANGS, MCCULLEN, BUTLER, FOYE & SIMMONS LEGAL COUNSEL 1,313.10; BASS SANITATION INC. APRIL-JUNE GARB 122.85; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 1,761.11; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 55.39; DAKOTA DATA SHRED PROF/SHRED DOC 130.21; DUST TEX SERVICE, INC. JUNE 2020 RUG RENT 48.12; MARSHALL CO. HEALTHCARE CENTER PT/OT SERVICES 2,484.77; NESC SPECIAL REVENUE PROJECTS 4TH QTR EXP MI/ESA IDC 7,687.12; OTTERTAIL POWER CO. ELEC 145.41; PUBLIC OPINION MINUTES 241.16; REUER, DYLAN LAWN CARE 72.00; SANFORD HEALTH PLAN HSA/FSA FEES 55.98; SANFORD WEBSTER MEDICAL CENTER JUNE OT SERV 4,001.72; VERIZON WIRELESS JUNE CELL SERV 172.58

FUND TOTAL: \$18,291.52

Appoint Business Manager as President Pro-Tem

President Akin appointed Business Manager Stormo as President Pro-Tem.

Adjourn meeting for Fiscal Year 2020

Action #20-95 With there being no further business to come before the Board of Directors for FY20, Motion by T. Bjorklund, second by A. Schuurman to adjourn the final Board of Directors meeting for FY20 at 7:10 P.M. King – aye, Akin – aye, McIntire – aye, Asleson – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Wienk – aye, Hildebrandt - aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, motion carried.

NESC Board of Directors

Annual Reorganization Meeting

The annual reorganization meeting for FY21 was called to order by President Pro-Tem Stormo at 7:11 P.M.

Election of Officers for Fiscal Year 2021

Office of the President

Action #21-1 Motion by J. Homola, second by A. Schuurman to nominate C. Akin for the office of President. Motion by G. Bjorklund, second by C. Knutson, nominations cease, and unanimous ballot be cast for C. Akin. King – aye, Akin – aye, McIntire – aye, Asleson – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Wienk – aye, Hildebrandt - aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, motion carried.

Office of the Vice-President

Action #21-2 Motion by G. Bjorklund, second by A. Schuurman to nominate C. Knutson for the office of Vice-President. Motion by G. Bjorklund, second by A. Schuurman, nominations cease, and unanimous ballot be cast for C. Knutson. King – aye, Akin – aye, McIntire – aye, Asleson – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Wienk – aye, Hildebrandt - aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, motion carried.

NESC 2020-2021 Budget Hearing

President Akin declared the budget hearing open at 7:16 P.M. Business Manager Stormo presented the budget, and President Akin declared the budget hearing closed at 7:23 P.M.

Adopt FY 2021 budget

Action #21-3 Motion by G. Bjorklund, second by J. Homola to adopt the FY21 budget as presented. King – aye, Akin – aye, McIntire – aye, Asleson – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Wienk – aye, Hildebrandt - aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, motion carried.

The changes to the preliminary published budget are as follows:

Appropriations:

General Fund:

ESA1 – \$74,437.97; Board of Education - \$11,805.33; Administration - \$28,246.42; Administration—Fiscal - \$8,959.34; Technology Services - \$3,450.56; Operations/Maintenance of Building - \$4,438.28; Capital Acquisitions - \$91,575.00; Transfer to SPED Fund from GF - \$75,000

Special Education Fund:

Board of Education - \$89,031.63; Administration - \$285,602.72; Administration—Fiscal - \$90,588.84; Technology Services - \$34,888.97; Operations/Maintenance of Building - \$44,875.97; Capital Acquisitions - \$15,925.00

Means of Finance:

General Fund:

Fund Balance assigned to subsequent year budget - \$15,000.00; Assessments - \$37,705.73; ESA 1 Local - \$74,437.97

Special Education Fund:

Fund Balance assigned to subsequent year budget - \$325,000.00; Assessments - \$1,212,427.09; Transfer from GF to SPED Fund - \$75,000

Consent Agenda

Action #21-4 Motion by A. Schuurman, second by T. Bjorklund to approve the following items on the consent agenda: 7a) Approval of July 2020 claims; 7b) Designate Official Depository-Reliabank, Hayti, SD; 7c) Authorize official newspaper – Watertown Public Opinion; 7d) Designate Legal Counsel-Rodney Freeman; 7e) Designate Business Manager as official custodian of accounts; 7f) Adopt travel rates: i.) In state-\$0.42 per mile, \$6 breakfast, \$14 noon lunch, \$20 dinner, actual cost for lodging; ii) Out of state --\$0.42 per mile, \$10 breakfast, \$18 noon lunch, \$28 dinner; actual cost for lodging; 7g) Appoint Title IX and 504 Coordinator-Tim Frewing; 7h) Adopt NESC By-Laws; 7i) Appoint Director and Business Manager as Federal Program Agents; 7j) Designate purchasing agents-Jerry Aberle & Tiffany Stormo; 7k) Set Board of Director’s pay for Special Committees-\$60 per meeting & \$0.42 per mile; 7l) Approve of ESY contract – Sara Lorensberg, \$35.39. King – aye, Akin – aye, McIntire – aye, Asleson – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Wienk – aye, Hildebrandt - aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, motion carried.

July 2020 Accounts Payable

General Fund:

ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM CONTRACT 355.30; ABERLE, GERALD BOARD SUPP 9.86 ASBSD FY21 DUES 69.75; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 1.11; CEC G.A., T.F. MEMBER 31.95; EMC INSURANCE FY21 VEHICLE COV 4,502.25; FIRST DAKOTA INDEMNITY COMPANY FY21 WORK COMP 625.14; JENSEN, DEBRA JULY 2020 MI REIMB 20.54; LEASE, JENNIFER BACKGROUND CHECK 4.79; MICKELSEN-STRUBEL, LISA BACKGROUND CHECK 6.14; MILES, TAYLOR BACKGROUND CHECK 4.79; NESC PAYROLL JULY 2020 4,829.61; PAPER 101 FY21 COOP PAPER PURCHASE 61,195.20; RELIABANK DEPOSIT BOX 1.35; SASD G.A., T.F., T.S., MEMBER 113.67; SCOTTING HEATING & COOLING LLC FURNACE MAINT 52.81; SD FEDERAL PROPERTY AGENCY FY21 NEW VEHICLES 24,200.00; SD TEACHER PLACEMENT CENTER TEACHER PLACEMENT SITE 39.15; SOFTWARE UNLIMITED FY21 SOFTWARE FEE 481.50; TERHARK, ANGELA BACKGROUND CHECK 4.79

Fund Total: \$96,549.70

Special Education Fund:

ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM CONTRACT 154.70; ABERLE, GERALD BOARD SUPP 99.64; ASBSD FY21 DUES 705.25; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 54.44; BRITTON-HECLA SCHOOL DISTRICT MAY/JUNE 2020 ESY MI 157.08; CEC G.A., T.F. MEMBER 323.05; CPI FY21 MEMBER FEE 150.00; EMC INSURANCE FY21 VEHICLE COV 45,522.75; ENEMY SWIM DAY SCHOOL PSYCH SUPP 501.75; FIRST DAKOTA INDEMNITY COMPANY FY21 WORK COMP 6,320.86; LEASE, JENNIFER JUNE 2020 ESY MI 67.36; MICKELSEN-STRUBEL, LISA BACKGROUND CHECK 62.11; MILES, TAYLOR BACKGROUND CHECK 48.46; NESC PAYROLL JULY 2020 288,314.98; RELIABANK DEPOSIT BOX 13.65; SAATHOFF, MARCI SLP SUPP 48.00; SASD G.A., T.F., T.S., MEMBER 1,149.33; SCOTTING HEATING & COOLING LLC FURNACE MAINT 533.93; SD TEACHER PLACEMENT CENTER TEACHER PLACEMENT SITE 395.85; SOFTWARE UNLIMITED FY21 SOFTWARE FEE 4,868.50; TERHARK, ANGELA BACKGROUND CHECK 48.46

Fund Total: \$349,540.15

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Aberle gave his monthly report.

NESC Board of Directors – District representatives

Discussion was held on districts preferred method for receiving board information for FY21.

Website

The website for NESC is nesc.k12.sd.us.

School Starting and COVID 19

Discussion was held on school starting and COVID 19.

Mobility van purchase

Aberle informed the board he would be looking to buy another mobility van.

NESC Board Policies

Aberle reviewed the NESC Board Policies.

Future board meeting location and mode of delivery

Discussion was held on location for future meetings.

Certificate of Deposit Renewal

Discussion was held on cashing out certificate of deposit and re-issuing on maturity date to a twelve month certificate.

Action Items

Approval of NESC Board policies 2020-21

Action #21-5 Motion by C. Knutson, second by G. Bjorklund to approve NESC Board Policies for 2020-21. King – aye, Akin – aye, McIntire – aye, Asleson – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Wienk – aye, Hildebrandt - aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, motion carried.

Approval of Certificate of Deposit Renewal

Action #21-6 Motion by T. Bjorklund, second by J. Homola to approve cashing out the certificate of deposit held at Reliabank and re-issue certificate of deposit at new interest rate with twelve month contract. King – aye, Akin – aye, McIntire – aye, Asleson – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Wienk – aye, Hildebrandt - aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, motion carried.

Executive Session

No executive session was held.

Adjournment

Action #21-7 With there being no further business, motion by A. Schuurman, second by J. Homola, to adjourn. King – aye, Akin – aye, McIntire – aye, Asleson – abstain, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Wienk – aye, Hildebrandt - aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Berger – aye, Thyen – aye, motion carried.

The next NESC Board of Directors meeting will be held on Monday, August 17, 2020 at 7:00 P.M. with location to be decided at a later date.

Cory Akin, President

Tiffany Stormo, Business Manager

As per SDCL 6-1-10 the following salaries for NESC employees for 2020-2021:

ADMINISTRATION: Gerald Aberle 100,000.00; Tiffany Stormo 51,400.00; Tim Frewing 67,321.16; Tammy Anderson 15.99/hr; Carol Reuer 16.38/hr; CUSTODIAN: Gerald Binde 17.32/hr; EDUCATIONAL SERVICES AGENCY 1: Lisa Reinhiller 33,531.20; READING RECOVERY: Kari Nolte 21,084.57; TRANSITION/TECHNOLOGY COORDINATOR/EDUCATIONAL SPECIALIST: Brenda Boyd 57,769.94; SPEECH THERAPY: Christy Buszkohl 63,275.29; Linda Conrad 53,741.03; Autumn Culhane 47,215.36; Angel Dubro 42,384.76; Heather Hansen 54,270.52; Alysha Johnson 53,179.53; Cheryl Keller-Knudson 65,938.83; Deb Lauseng 53,704.44; Carrie Niles 53,875.31; Marci Saathoff 48,438.55; Rochelle Schmidt 51,576.85; Megan Schneider 52,875.00; Debra Tiefenthaler 65,938.83; Melody Wenz 65,938.83; Rita Wiese 53,704.44; CENTER BASE: Brian Jacobsen 54,786.53; Chris Lather 44,506.65; Sara Lorensberg 51,208.32; EARLY CHILDHOOD: Debra Jensen 50,917.11; Karlette Juhnke 53,704.44; Teresa Landmark 48,293.98; Wendi Lindner 51,240.59; Julie Nelson 53,667.95; SCHOOL PSYCHOLOGISTS: Melissa Gent 58,883.80; Traci Ann Graham 64,045.00; Maria Meyer 67,730.81; Shelly Skogstad 62,066.20; PSYCHOLOGICAL EXAMINERS: Jessica Fischer 48,215.00; Nicole Johnson 48,215.00; Kris Street 43,305.79; PHYSICAL THERAPISTS: Nancy Crump 73,066.96; Kari Holden 70,816.21; Kristina Suttan 62,938.58; OCCUPATIONAL THERAPISTS: Stephanie Hayunga 51,988.60; Nicol Huyvaert 60,249.53; Lisa Mickelsen-Strubel 26,00.00; OCCUPATIONAL THERAPISTS ASSISTANTS: Morgan Anderson 33,000.00; Kelsey Kringen 36,105.11; ACADEMIC EVALUATOR: Lucy Vandernick 23,437.50; CENTER BASE PARA EDUCATORS: Katherine Anderson 14.50/hr; Abbie Carlson 14.67/hr; Shelby Guerdet 14.92/hr; Baily Mack 14.50/hr; Michelle Meier 14.50; Shari Peckenpaugh 14.94/hr; Danielle Swanson 14.40/hr; Joan Sween 15.05/hr; EXTENDED SCHOOL YEAR: Katherine Anderson 14.00/hr; Christy Buszkohl 43.96/hr; Abbie Carlson 14.17/hr; Linda Conrad 37.19/hr; Autumn Culhane 37.57/hr; Angel Dubro 34.03/hr; Robin Gigov 33.72/hr; Heather Hansen 37.57/hr; Brian Jacobsen 37.93/hr; Debra Jensen 35.19/hr; Alysha Johnson 36.79/hr; Karlette Juhnke 37.17/hr; Cheryl Keller-Knudsen 45.85/hr; Sheri Kogel 13.75/hr; Teresa Landmark 33.32/hr; Chris Lather 30.63/hr; Debra Lauseng 37.17/hr; Jenny Lease 29.00/hr; Wendi Lindner 37.33/hr; Sara Lorgensberg 35.39/hr; Baily Mack 14.00/hr; Emily Martian 30.92/hr; Taylor Miles 29.00/hr; Julie Nelson

37.14/hr; Carrie Niles 37.29/hr; Marci Saathoff 37.25/hr; Rochelle Schmidt 35.65/hr; Danielle Swanson 13.90/hr; Joan Sween 14.55/hr; Angela Terhark 30.79/hr; Debra Tiefenthaler 45.85/hr; Christy Van Heerde 30.84/hr; Courtney Weber 30.29/hr; Melody Wenz 45.85/hr; Lindsey West 31.59/hr; Rita Wiese 37.17/hr; Emma Wik 29.00/hr