

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, August 17, 2020

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, August 17, 2020 via Teleconference, Zoom and at Ramkota Hotel and Event Center in Watertown, SD. The meeting was called to order by President Akin at 7:01 P.M. and adjourned at 8:07 P.M.

Members present:

Jolene King, Arlington – left at 7:55 P.M.; Cory Akin, Castlewood; Malory McIntire, Clark; Barb Asleson, De Smet; Carie Knutson, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Lisa Lauterhahn – entered at 7:08 P.M., Enemy Swim Day School; Todd Bjorklund, Estelline; Jon Kahnke, Florence; Joe Homola, Hamlin; Paula Blue, Henry; Jerod Olson, Lake Preston; Zach Hildebrandt, Oldham/Ramona; Sue Braun, Rosholt; Gene Bjorklund, Sioux Valley; Lisa Amdahl, Summit; Art Berger, Waubay; Penny Thyen, Waverly/South Shore – entered at 7:22 P.M.; Martin Looyenga, Webster; Tia Felberg, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Gary Brassfield, Britton-Hecla; Greg Bich, Iroquois

Others Attending:

NESC Staff Representatives: None present

Member District Superintendents: Mitch Reed, Florence; 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 7:01 P.M.

Agenda review, changes, and approval

Action #21-8 Motion by D. Lutkemeier, second by C. Knutson, to approve the agenda as presented. King – aye, Akin – aye, McIntire – aye, Asleson – aye, Knutson – aye, Prins – aye, Schuurman – aye, T. Bjorklund – aye, Kahnke – aye, Homola – aye, Blue – aye, Olson – aye, Hildebrandt - aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Berger – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

Introduction of Guests

Mitch Reed 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 #21-9 Motion by J. Homola, second by T. Bjorklund, to approve the financial report for the period ending July 31, 2020. King – aye, Akin – aye, McIntire – aye, Asleson – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Kahnke – aye, Homola – aye, Blue – aye, Olson – aye, Hildebrandt - aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Berger – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
July 1, 2020	\$301,491.42	\$899,211.11	\$36,255.10
<u>Receipts:</u>			
Local Sources	\$140.59	\$264.05	\$3,106.35
State Sources		\$2,296.32	
Federal Sources			
Other	\$8,117.64	\$146,983.95	
<u>Total Monthly Receipts</u>	<u>\$8,258.23</u>	<u>\$149,544.32</u>	<u>\$3,106.35</u>
Total Gross Receipts	\$309,749.65	\$1,048,755.43	\$39,361.45
Manual Journal Entries			
Less Salaries	\$4,829.61	\$288,314.98	
Less Disbursements	\$100,792.95	\$77,755.58	\$1,552.40
<u>Total Salaries & Disbursements</u>	<u>\$105,622.56</u>	<u>\$366,070.56</u>	<u>\$1,552.40</u>
Ending Cash Balance July 31, 2020	\$204,127.09	\$682,684.87	\$37,809.05

Consent Agenda

Action #21-10 Motion by G. Bjorklund, second by A. Schuurman, to approve the following items on the Consent Agenda: 7a) Approval of July 20, 2020 Board of Directors minutes; 7b) Approval of payment of August 2020 budget claims. 7c) Approval of propane contract, Hamlin County Farmers Cooperative, 2100 gallons of propane at \$1.13 per gallon - \$2,373.00. 7d) Approval of audit engagement letter for FY20, William Neale & Co., P.C. 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, Kahnke – aye, Homola – aye, Blue – aye, Olson – aye, Hildebrandt - aye, Braun – aye, G. Bjorklund – aye, Amdahl – aye, Berger – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

August 2020 Accounts Payable

General Fund: AAA PURE WATER WATERFILTER 8.87; APEX LEARNING APEX SEATS 7,000.00; ASBSD VIRTUAL JOINT CONV 27.00; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 373.25; CENEX FLEETCARD GASOLINE 944.39; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 8.51; DELYLE'S SOUTH 81 SERVICE, INC. MAINT 1,382.91; DON'S BODY SHOP MAINT 442.00; DUST TEX SERVICE, INC. JULY/AUG RUG RENTAL 9.62; ESTELLINE COMMUNITY OIL CO. MAINT 39.20; HAMLIN COUNTY FARMERS COOP FY21 PROPANE FILL 439.91; HAMLIN COUNTY PUBLISHING EMPLOYMENT ADD 2.26; JEFF'S VACUUM CENTER VACUUM REPAIR 4.09; KOGEL, SHERI BACKGROUND CHECK 6.14; MOBILITYWORKS OF TEA 2016 DODGE GRAND CARAVAN 30,000.00; NESC IMPREST 3.82; NESC PAYROLL AUG 2020 4,841.20; OFFICE PEEPS, INC.

BOARD SUPP - PPE 29.00; OTTERTAIL POWER CO. ELEC 25.92; PALMLUND AUTOMOTIVE MAINT 516.99; REUER, DYLAN LAWN CARE 10.80; SANFORD HEALTH PLAN HSA/FSA FEES 5.96; TOWN OF HAYTI WATER 3.20; W.W. TIRE SERVICE MAINT 488.05; WATERTOWN FORD CHRYSLER MAINT 200.83; WR CAPITAL 1, LLC (RAMKOTA) INSERVICE MEALS/MTG FEE 81.16

Fund Total: \$46,895.08

Special Education Fund: AAA PURE WATER WATERFILTER 89.63; ASBSD VIRTUAL JOINT CONV 273.00; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 10,492.56; BRITTON-HECLA SCHOOL DISTRICT JULY 2020 ESY MI 67.62; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 86.01; DUST TEX SERVICE, INC. JULY/AUG RUG RENTAL 97.32; GRAHAM, TRACI FY21 NASP DUES 220.00; HAMLIN COUNTY FARMERS COOP FY21 PROPANE FILL 2,159.43; HAMLIN COUNTY PUBLISHING EMPLOYMENT ADD 22.74; HAYUNGA, STEPHANIE CB SUPP 22.49; JEFF'S VACUUM CENTER VACUUM REPAIR 41.36; KOGEL, SHERI JUNE/JULY 2020 ESY MI 278.83; LEASE, JENNIFER JULY/AUG 2020 ESY MI 15.12; MARTIAN, EMILY JUNE/JULY 2020 ESY MI 181.44; MEYER, MARIA FY21 NASP DUES 220.00; PARENT JUNE/JULY 2020 ESY MI 60.48; NESC IMPREST 38.58; NESC PAYROLL AUG 2020 295,715.02; OFFICE PEEPS, INC. BOARD SUPP - PPE 293.25; OTTERTAIL POWER CO. ELEC 262.13; PS PUBLISHING PARENT RIGHT HANDBOOKS 1,080.00; REUER, DYLAN LAWN CARE 109.20; SANFORD HEALTH PLAN HSA/FSA FEES 60.24; SD DEPT. OF LABOR UNEMPLOYMENT CLAIM 270.42; SW/WC SERVICE COOPERATIVE BEHAVIOR ANALYST CONTRACT 21,443.68; TOWN OF HAYTI WATER 32.30; WR CAPITAL 1, LLC (RAMKOTA) INSERVICE MEALS/MTG FEE 820.64

Fund Total: \$334,453.49

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Aberle gave his monthly report.

Chairperson appointment of Steering/Negotiations Committee Members

President Akin appointed the following to join himself and Vice-President C. Knutson on the steering committee: A. Schuurman, J. Homola, P. Blue, J. Olson, G. Bjorklund, and P. Thyen.

Policy Updates

Aberle reviewed the NESC policy updates.

Declaring NESC Employees as essential workers

Discussion was held on declaring NESC employees as essential workers.

COVID-19 Sentinel Surveillance Testing

Discussion was held on COVID-19 Sentinel Surveillance Testing.

Action Items

No action items were presented.

Executive Session

Action #21-11 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 A. Schuurman, second by G. Bjorklund to enter executive session at 7:50 P.M. King – aye, Akin – aye, McIntire – aye, Asleson – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Kahnke – aye, Homola – aye, Blue – aye, Olson – aye, Hildebrandt - aye, Braun – aye, G. 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 8:06 P.M.

Adjournment

Action #21-12 With there being no further business, motion by A. Schuurman, second by J. Homola, to adjourn. Akin – aye, McIntire – aye, Asleson – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Kahnke – aye, Homola – aye, Blue – aye, Olson – aye, Hildebrandt - aye, Braun – aye, G. 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 at Ramkota Hotel and Watertown Event Center in Watertown, SD on Monday, September 21, 2020 at 7:00 P.M.

Cory Akin, President

Tiffany Stormo, Business Manager