

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, September 21, 2020

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, September 21, 2020 via Teleconference (non- present), 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 8:34 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; 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; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Denise Lutkemeier, Wilmot

Absent:

Gary Brassfield, Britton-Hecla; Greg Bich, Iroquois; Art Berger, Waubay; Tia Felberg, Willow Lake

Others Attending:

NESC Staff Representatives: Brenda Boyd and Shelly Skogstad

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

Agenda review, changes, and approval

Action #21-13 Motion by T. Bjorklund, second by C. Knutson, to approve the agenda as presented. All present voting in favor, motion carried

Introduction of Guests

Brenda Boyd, Shelly Skogstad, Mitch Reed, Todd Obele 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 #21-14 Motion by J. Homola, second by D. Lutkemeier, to approve the financial report for the period ending August 31, 2020. All present voting in favor, motion carried

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
August 1, 2020	\$204,127.09	\$682,684.87	\$37,809.05
<u>Receipts:</u>			
Local Sources	\$6,652.54	\$199,856.04	\$2,410.75
State Sources		\$3,375.62	
Federal Sources			
Other	\$340.00		
<u>Total Monthly Receipts</u>	<u>\$6,992.54</u>	<u>\$203,231.66</u>	<u>\$2,410.75</u>
Total Gross Receipts	\$211,119.63	\$885,916.53	\$40,219.80
Manual Journal Entries			
Less Salaries	\$4,841.20	\$295,715.02	
Less Disbursements	\$42,053.88	\$38,738.47	\$3,308.46
<u>Total Salaries & Disbursements</u>	<u>\$46,895.08</u>	<u>\$334,453.49</u>	<u>\$3,308.46</u>
Ending Cash Balance			
August 31, 2020	\$164,224.55	\$551,463.04	\$36,911.34

Consent Agenda

Action #21-15 Motion by J. Homola, second by J. King, to approve the following items on the Consent Agenda: 7a) Approval of August 17, 2020 Board of Directors minutes; 7b) Approval of payment of September 2020 budget claims. 7c) Approval of vehicle lease agreement – Clark School District, State mileage rate 7d) Approval of contract amendment – Lisa Mickelson-Strubel, OT; 6 days @ \$325.00 per day; \$1,950.00. 7e) Approval of contract for services – Dakota Education Consulting; \$6,995.00 plus mileage and copying/printing expenses. 7f) Approval of purchased services agreement – Florence School District ; 10 days at \$500.00 per day; \$5,000.00. 7g) Approval of consultation agreement with the State of South Dakota; Contract 2021C-158; \$41,203.71. 7h) Approval of contract amendment - Lisa Reinhiller, Teacher and Learning/Education Specialist; 90 days at \$304.83 per day; \$27,434.61. All present voting in favor, motion carried

September 2020 Accounts Payable

General Fund: APEX LEARNING APEX SEATS 2,100.00; ASBSD SCHOOL LAW WEB 15.75; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 76.23; BULLERT AUTO MAINT 472.84; CENEX FLEETCARD MAINT & GASOLINE 2,010.33; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 14.95; CONSORTIUM ON REACHING EXCELLENCE IN L.R. REGIS 500.00; DELYLE'S SOUTH 81 SERVICE, INC. MAINT 180.14; DEUEL CO. CENEX MAINT 81.37; DON'S BODY SHOP MAINT 520.83; DUST TEX SERVICE, INC. SEPT RUG RENT 4.81; EMC INSURANCE FY21 ADD VEH COV 62.28; HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 483.78; KORMANAGEMENT SERVICES, LLC DRUG TEST QI 2,624.00 NESC PAYROLL SEPT 2020 7,881.50; OFFICE PEEPS, INC. BOARD SUPP - PPE 25.44; OHIO STATE UNIVERSITY, THE SET UP/ENTRY FEE 990.00; OTTERTAIL POWER CO. ELEC 26.96; PS PUBLISHING PARENT RIGHT HANDBOOKS 40.50; SANFORD HEALTH PLAN HSA/FSA FEES 5.96; SCHNEIDER, MEGAN BACKGROUND CHECK 4.79; SERVICE PLUS, INC. MAINT 1,336.41; TOWN OF HAYTI WATER 3.20; UNIVERSITY OF SOUTH DAKOTA TEACHER LEAD AFFIL 650.00; W.W. TIRE SERVICE MAINT 226.54

Fund Total: \$20,338.61

Special Education Fund: ASBSD SCHOOL LAW WEBINAR 159.25; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 12,656.52; BRITTON-HECLA SCHOOL DISTRICT ESY MI 17.22; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT

151.17; DUST TEX SERVICE, INC. SEPT RUG RENTAL 48.66; EMC INSURANCE FY21 ADD VEH COV 629.72; GENT, MELISSA FY21 NASP DUES 220.00; MARTIAN, EMILY ESY MI 15.12 NESC PAYROLL SEPT 2020 282,748.73; PARENT AUG 2020 MI 40.32; OFFICE PEEPS, INC. CB SUPP - PPE/BOARD SUPP - PPE 482.26; OTTERTAIL POWER CO. ELEC 272.55; PS PUBLISHING PARENT RIGHT HANDBOOKS 409.50; SANFORD HEALTH PLAN HSA/FSA FEES 60.24; SCHNEIDER, MEGAN BACKGROUND CHECK 48.46; TOWN OF HAYTI WATER 32.30; VAN HEERDE, CHRISTY ESY MI 60.48; WENZ, MELODY AUG 2020 MI/ASHA DUES 315.30

Fund Total: \$298,367.80

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Aberle gave his monthly report.

September 2, 2020 Advisory Board meeting minutes

Director Aberle reviewed the minutes from the advisory meeting.

Surplus Vehicles

Director Aberle discussed the list of surplus vehicles.

Policy Updates

Director Aberle reviewed the policy update to Article XX – Public Participation at Board Meetings and Assistant Director Frewing reviewed the Article IV- Sexual Harassment/Harassment.

NESC Employees as critical infrastructure workers

Discussion was held on declaring NESC employees as infrastructure workers.

COVID-19 Sentinel Surveillance Testing

Discussion was held on COVID-19 Sentinel Surveillance Testing.

Hiring of new director

Discussion was held on hiring of new director.

Monthly meeting location

Discussion was held on future monthly meeting location.

Action Items

Approval to declare vehicles as surplus

Action #21-16 Motion by J. Homola, second by J. Olson to declare 4 vehicles as surplus property to be sold by sealed bids. The three appointed appraisers are Cory Akin, Gene Bjorklund and Joe Homola. Rosholt – no vote recorded. Webster – no vote recorded. All present voting in favor, motion carried.

Fixed Asset No. 0316	2004 DODGE STRATUS	Serial#: 1B3EL36TX4N139644
Fixed Asset No. 0323	2005 CHEVY CLASSIC	Serial#: 1G1ND52F35M224140
Fixed Asset No. 0328	2005 CHEVY MALIBU	Serial#: 1G1ND52F85M193371
Fixed Asset No. 0330	2006 DODGE STRATUS	Serial#: 1B3AL46T76N233360

Approval of budget amendment

Action #21-17 Motion by A. Schuurman, second by T. Bjorklund to approve budget amendment. Rosholt – no vote recorded. All present voting in favor, motion carried.

Appropriation:

10-2219-015	Shared Services	<u>General Fund</u>
10-2219-022	MTSS – Multi-tiered Systems of Support	\$5,000.00
		\$41,203.71
	Total Appropriations:	<u>\$46,203.71</u>

Means of Finance:

10-1941-017	Local Funds – Florence	\$5,000.00
10-4175-022	Federal – MTSS	\$41,203.71
	Means of Finance:	<u>\$46,203.71</u>

Approval to declare NESC Employees as critical infrastructure workers

Action #21-18 Motion by J. Homola, second by A. Schuurman to approve NESC employees as critical infrastructure workers. Rosholt – no vote recorded. All present voting in favor, motion carried.

Approval of COVID-19 Sentinel Surveillance Testing

Action #21-19 Motion by J. King, second by J. Homola to approve COVID-19 Sentinel Surveillance Testing of NESC employees at the district employees serve. Rosholt – no vote recorded. All present voting in favor, motion carried.

Approval of the process for the hiring of new director

Action #21-20 Motion by G. Bjorklund, second by M. Prins to approve special board meeting on October 7, 2020 to determine the process of hiring the new director. Location will be at the Ramkota Hotel and Event Center in Watertown, SD. Rosholt – no vote recorded. All present voting in favor, motion carried.

Executive Session

No executive session was held.

Adjournment

Action #21-21 With there being no further business, motion by A. Schuurman, second by J. Homola, to adjourn. Rosholt – no vote recorded. All present voting in favor, motion carried

A special NESC Board of Directors meeting will be held at Ramkota Hotel and Watertown Event Center in Watertown, SD on October 7, 2020 at 7:00 P.M.

The next NESC Board of Directors meeting will be held at Ramkota Hotel and Watertown Event Center in Watertown, SD on Monday, October 19, 2020 at 7:00 P.M.

Cory Akin, President

Tiffany Stormo, Business Manager