

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

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, December 21, 2020 via Teleconference (none- present), Zoom and at Ramkota Hotel and Event Center in Watertown, SD. The meeting was called to order by President Akin at 7:00 P.M. and adjourned at 8:02 P.M.

Members present:

Jolene King, Arlington; Cory Akin, Castlewood; Malory McIntire, Clark; Barb Asleson, De Smet – entered at 7:26 P.M.; Carie Knutson, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Lisa Lauterhahn, Enemy Swim Day School; Todd Bjorklund, Estelline; Joe Homola, Hamlin; Paula Blue, Henry; Jerod Olson, Lake Preston; Zach Hildebrandt, Oldham/Ramona; Shane Braaten, Rosholt; Gene Bjorklund, Sioux Valley; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Denise Lutkemeier, Wilmot

Absent:

Gary Brassfield, Britton-Hecla; Jon Kahnke, Florence; Greg Bich, Iroquois; Lisa Amdahl, Summit; Art Berger, Waubay; Tia Felberg, Willow Lake

Others Attending:

NESC Staff Representatives: Shelly Skogstad
Member District Superintendents: Todd Obele, Henry
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.

Introduction of Guests

Todd Obele and Shelly Skogstad were introduced as guests.

Public Comment

No public comments were presented.

Agenda review, changes, and approval

Action #21-47 Motion by D. Lutkemeier, second by G. Bjorklund, to approve the agenda as presented. All present voting in favor, motion carried.

Conflicts of Interest

No conflicts of interest were presented.

Financial Report

Action #21-48 Motion by C. Knutson, second by S. Braaten, to approve the financial report for the period ending November 30, 2020. All present voting in favor, motion carried.

| | <u>General Fund</u> | <u>Special Education Fund</u> | <u>Agency Fund</u> |
|---|---------------------|-------------------------------|--------------------|
| November 1, 2020 | \$248,179.35 | 619,159.14 | \$32,330.45 |
| <u>Receipts:</u> | | | |
| Local Sources | \$1,497.25 | \$275,381.70 | \$2,474.50 |
| State Sources | | \$1,548.80 | |
| Federal Sources | | \$166,308.00 | |
| Other | \$1,340.43 | \$38,452.53 | |
| <u>Total Monthly Receipts</u> | <u>\$2,837.68</u> | <u>\$481,691.03</u> | <u>\$2,474.50</u> |
| Total Gross Receipts | \$251,017.03 | \$1,100,850.17 | \$34,804.95 |
| Manual Journal Entries | | | |
| Less Salaries | \$8,017.02 | \$282,937.92 | |
| Less Disbursements | \$10,058.89 | \$26,555.44 | \$1,388.06 |
| <u>Total Salaries & Disbursements</u> | <u>\$18,075.91</u> | <u>\$309,493.36</u> | <u>\$1,388.06</u> |
| Ending Cash Balance | | | |
| November 30, 2020 | \$232,941.12 | \$791,356.81 | \$33,416.89 |

Consent Agenda

Action #21-49 Motion by T. Bjorklund, second by A. Schuurman, to approve the following items on the Consent Agenda:
 7a) Approval of November 16, 2020 Board of Directors minutes; 7b) Approval of payment of December 2020 budget claims.
 7d) Approval of contract amendment – Lisa Mickelson-Strubel, OT; 7.5 days additional days; \$2,437.50. All present voting in favor, motion carried.

December 2020 Accounts Payable

General Fund: APEX LEARNING APEX SEATS 875.00; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 143.08; BND TOWING MAINT 106.50; BULLERT AUTO MAINT 194.99; CENEX FLEETCARD GASOLINE 2,662.55; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 9.78; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON SCHOOL MATTERS 64.11; DOCUSIGN, INC. COOP PURCHASE/ADMIN SUPP 2,199.11; DUST TEX SERVICE, INC. NOV 2020 RUG RENT 4.81; ESTELLINE COMMUNITY OIL CO. MAINT 44.29; EXPRESS EMBROIDERY AND SCREEN PRINT BOARD SUPP 1,804.00; GRAHAM, TRACI REIMB FLEET MAINT 31.98; HAMLIN COUNTY FARMERS COOP GASOLINE 481.98; JURGENS OIL MAINT 135.80; KORMANAGEMENT SERVICES, LLC DRUG TESTING Q2 1,833.88; NESC PAYROLL DEC 2020 7,995.48; OTTERTAIL POWER CO. ELEC 28.76; PALMLUND AUTOMOTIVE MAINT 119.12; READING RECOVERY COUNCIL OF N.AMERICA K.N. MEMBER DUES 75.00; ROBBINS, SHAMBREE BACKGROUND CHECK 4.79; SANFORD HEALTH PLAN HSA/FSA FEES 5.61; SCOTTING HEATING & COOLING LLC FURNACE MAINT 29.39; SD DEPT. OF EDUCATION ZOOM LICENSE 0.41; SERVICE PLUS, INC. MAINT 722.38; TOWN OF HAYTI WATER 3.20; W.W. TIRE SERVICE MAINT 633.94; WILLIAM G. NEALE, CPA FY20 AUDIT 832.50; WR CAPITAL 1, LLC (RAMKOTA) MTG ROOM FEE 4.50

Fund Total: \$21,046.94

Special Education Fund: BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 17,271.87; BRITTON-HECLA SCHOOL DISTRICT NOV 2020 MI 65.52; BUSSKOHL, CHRISTY ASHA DUES 225.00; CASTLEWOOD SCHOOL DISTRICT NOV 2020 USE FEE 496.72; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 98.90; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON SCHOOL MATTERS 648.17; DOCUSIGN, INC. ADMIN SUPP 94.89; DUST TEX SERVICE, INC. NOV 2020 RUG RENT 48.66; HAMLIN SCHOOL DISTRICT NOV 2020 USE FEE 1,084.51; NESC PAYROLL DEC 2020 283,835.27; PARENT NOV 2020 MI 80.64; OTTERTAIL POWER CO. ELEC 290.83; REINHILLER, LISA ED SPEC TRAVEL 444.74; ROBBINS, SHAMBREE BACKGROUND CHECK 48.46; SANFORD HEALTH PLAN HSA/FSA FEES 56.74; SCHNEIDER, MEGAN ASHA DUES 225.00; SCOTTING HEATING & COOLING LLC FURNACE MAINT 297.14; SD DEPT. OF EDUCATION ZOOM LICENSE 16.18; TOWN OF

HAYTI WATER 32.30; WEBSTER SCHOOL DISTRICT NOV 2020 USE FEE 602.69; WIESE, RITA NOV 20 MI 31.92; WILLIAM G. NEALE, CPA FY20 AUDIT 8,417.50; WR CAPITAL 1, LLC (RAMKOTA) MTG ROOM FEE 45.50

Fund Total: \$314,459.15

Discussion Items

Assistant Director's Report

There was no Assistant Director's report.

Director's Report

There was no Director's report.

December 2, 2020 Advisory Board meeting minutes

Director Aberle reviewed the minutes from the advisory meeting.

Director and Business Manager Evaluation

Director and Business Manager Evaluations were passed out. The evaluations should be mailed back to Vice-President Knutson prior to or brought to Special Meeting on January 7, 2021, to review at January Board Meeting.

Special Board meeting for January 7, 2021 at 7:00 P.M. – no zoom option

Discussion was held on the Special Board meeting to be held January 7, 2021 at 7:00P.M. - located at Ramkota Hotel and Watertown Event Center. There will be no zoom option for this meeting.

Rutland School joining NESC

Discussion was held on Rutland joining NESC starting FY22.

Additional funding for Cooperatives

Discussion was held on additional funding for Cooperatives.

Audit Quotes FY21

Discussion was held on Audit quotes for FY21.

Property, Liability, and Worker's Compensation Insurance

Discussion was held on Property, Liability, and Worker's Compensation Insurance for FY22.

Family First Coronavirus Relief Act (FFCRA)

Discussion was held on Family First Coronavirus Relief Act (FFCRA).

Action Items

Approve of Rutland School District joining NESC July 1, 2021

Action #21-50 Motion by G. Bjorklund, second by D. Lutkemeier, to approve Rutland School District to join NESC starting FY22.

Approval of Family First Coronavirus Relief Act

Action #21-51 Motion by A. Schuurman, second by S. Braaten to approve the Family First Coronavirus Relief Act to continue through May 31, 2021. All present voting in favor, motion carried.

Executive Session

No executive session was held.

Adjournment

Action #21-52 With there being no further business, motion by A. Schuurman, second by C. Knutson, to adjourn. 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 January 7, 2021 at 7:00 P.M. – no zoom option.

The next NESC Board of Directors meeting will be held at Ramkota Hotel and Watertown Event Center in Watertown, SD on Monday, January 18, 2021 at 7:00 P.M.

Cory Akin, President

Tiffany Stormo, Business Manager