

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, January 18, 2021

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, January 18, 2021 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 8:39 P.M.

**Members present:**

Jolene King, Arlington; Cory Akin, Castlewood; Malory McIntire, Clark; Barb Asleson, De Smet – entered at 7:04 P.M.; Carie Knutson, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Lisa Lauterhahn, Enemy Swim Day School; Todd Bjorklund, Estelline; Jon Kahnke, Florence – entered at 7:24 P.M.; Joe Homola, Hamlin; Paula Blue, Henry; Amanda Wienk, Lake Preston; Zach Hildebrandt, Oldham/Ramona; Shane Braaten, Rosholt; Gene Bjorklund, Sioux Valley; Art Berger, Waubay; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Tia Felberg, Willow Lake; Denise Lutkemeier, Wilmot

**Absent:**

Gary Brassfield, Britton-Hecla; Greg Bich, Iroquois; Lisa Amdahl, Summit

**Others Attending:**

NESC Staff Representatives: Melissa Gent, Shelly Skogstad, Jessica Fischer, Brenda Boyd – entered at 7:03 P.M. and Steph Hayunga – entered at 7:03 P.M.

Member District Superintendents: Todd Obele, Henry and 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.

**Introduction of Guests**

Melissa Gent, Shelly Skogstad, Jessica Fischer, Todd Obele and Jim Block were introduced as guests.

**Public Comment**

No public comments were presented.

**Agenda review, changes, and approval**

*Action #21-56* Motion by C. Knutson, second by J. Homola, to approve the agenda as presented. King – aye, Akin – aye, McIntire – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Blue – aye, Wienk – aye, Hildebrandt - aye, Braaten – aye, G. Bjorklund – aye, Berger – aye, Thyen – aye, Looyenga – aye, Felborg – aye, Lutkemeier, aye, motion carried.

**Conflicts of Interest**

No conflicts of interest were presented.

**Financial Report**

*Action #21-57* Motion by S. Braaten, second by G. Bjorklund, to approve the financial report for the period ending December 31, 2020. King – aye, Akin – aye, McIntire – aye, Asleson – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Blue – aye, Wienk – aye, Hildebrandt - aye, Braaten – aye, G. Bjorklund – aye, Berger – aye, Thyen – aye, Looyenga – aye, Felborg – aye, Lutkemeier, aye, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
<b>December 1, 2020</b>	<b>\$232,941.12</b>	<b>791,356.81</b>	<b>\$33,416.89</b>
<u>Receipts:</u>			
Local Sources	\$1,496.52	\$152,974.12	\$4,422.50
State Sources		\$1,952.06	
Federal Sources		\$126,806.00	
Other	\$124.07	\$568.87	
<u>Total Monthly Receipts</u>	<u>\$1,620.59</u>	<u>\$282,301.05</u>	<u>\$4,422.50</u>
Total Gross Receipts	\$234,561.71	\$1,073,657.86	\$37,839.39
Manual Journal Entries	-\$97.20	\$97.20	
Less Salaries	\$7,995.48	\$283,835.27	
Less Disbursements	\$13,051.46	\$30,623.88	\$792.67
<u>Total Salaries &amp; Disbursements</u>	<u>\$21,046.94</u>	<u>\$314,459.15</u>	<u>\$792.67</u>
<b>Ending Cash Balance</b>			
<b>December 31, 2020</b>	<b>\$213,417.57</b>	<b>\$759,295.91</b>	<b>\$37,046.72</b>

**Consent Agenda**

*Action #21-58* Motion by T. Bjorklund, second by J. Homola, to approve the following items on the Consent Agenda: 7a) Approval of December 21, 2020 Board of Directors minutes; 7b) Approval of payment of January 2021 budget claims. 7d) Approval of contract – Kelsey Lunneborg, School Psychologist; 188 days; \$55,000. King – aye, Akin – aye, McIntire – aye, Asleson – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Homola – aye, Blue – aye, Wienk – aye, Hildebrandt - aye, Braaten – aye, G. Bjorklund – aye, Berger – aye, Thyen – aye, Looyenga – aye, Felborg – aye, Lutkemeier, aye, motion carried.

**January 2021 Accounts Payable**

**General Fund:** APEX LEARNING APEX SEATS 525.00; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 137.63; BASS SANITATION INC. OCT - DEC GARBAGE 12.28;BERNER'S DAKOTA CLUTCH & TRANSMISSION MAINT 25.00; CENEX FLEETCARD MAINT & GASOLINE 3,205.26; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 6.49; DON'S BODY SHOP FLEET MAINT 76.80;DUST TEX SERVICE, INC. DEC 2020 RUG RENTAL 4.81; ECOLAB PEST CONTROL 31.50; ESTELLINE COMMUNITY OIL CO. MAINT 40.65; GESSWEIN MOTORS, INC. MAINT 121.85; HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 595.53; JURGENS OIL MAINT 20.00 NESC PAYROLL JAN 21 8,145.46; NESC SPECIAL REVENUE PROJECTS FY21 2ND QTR EXP MI 1,677.86; OTTERTAIL POWER CO. ELEC 41.34; SANFORD HEALTH PLAN HSA/FSA FEES 5.79; SERVICE PLUS, INC. MAINT 484.58; TOWN OF HAYTI WATER 3.20; TWIN VALLEY TIRE, INC. MAINT 71.35; W.W. TIRE SERVICE MAINT 413.83; WEBSTER AUTO CARE MAINT 196.48; WR CAPITAL 1, LLC (RAMKOTA) MTG ROOM FEE 9.00

**Fund Total: \$15,851.69**

**Special Education Fund:** BASS SANITATION INC. OCT - DEC SERV 124.22; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 22,750.97; BRITTON-HECLA SCHOOL DISTRICT DEC 2020 MI 63.42; CASTLEWOOD SCHOOL DISTRICT DEC 2020 USE FEE 496.72; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 65.66; CULHANE, AUTUMN ASHA DUES 195.75; DEUEL SCHOOL DISTRICT PARA SPLIT 5,866.20; DUST TEX SERVICE, INC. DEC 2020 RUG RENTAL 48.66 ECOLAB PEST CONTROL 318.50; HAMLIN SCHOOL DISTRICT DEC 2020 USE FEE 1,084.51; HANSEN, HEATHER ASHA DUES 225.00; JUTTINGS GROCERY CB SUPP 3.09; KELLER-KNUDSON, CHERYL ASHA DUES 225.00; LORENSBERG, SARA REIMB REGIS 98.00; PARENT DEC 2020 MI 80.64; NESC IMPREST 63.00 NESC PAYROLL JAN 21 283,189.38; NESC SPECIAL REVENUE PROJECTS FY21 2ND QTR EXP MI 60,325.84; OTTERTAIL POWER CO. ELEC 418.00; REINHILLER, LISA ED SPEC TRAVEL 52.00; SANFORD HEALTH PLAN HSA/FSA FEES 58.56; TOWN OF HAYTI WATER 32.30; WEBSTER SCHOOL DISTRICT DEC 2020 USE FEE 602.69; WIESE, RITA DEC 20 MI 39.06; WR CAPITAL 1, LLC (RAMKOTA) MTG ROOM FEE 91.00

**Fund Total: \$376,518.17**

### **Discussion Items**

#### **Assistant Director's Report**

Assistant Director Frewing gave his report.

#### **Director's Report**

Director Aberle gave his report.

#### **January 6, 2021 Advisory Board meeting minutes**

Director Aberle reviewed the minutes from the advisory meeting.

#### **Audit quotes for FY21**

Discussion was held on Audit quotes for FY21.

#### **CARES Act Award**

Discussion was held on the CARES Act Award and how it will be expensed.

#### **Vehicle S8563**

Discussion was held on vehicle S8563.

#### **Steering/Negotiations Committee Meeting**

Discussion was held on Steering/Negotiations Committee meeting. The Committee will meet on February 15, 2021 at 5:30 P.M. located at Ramkota Hotel and Event Center in Watertown, SD.

### **Action Items**

#### **Approval of Audit quotes for FY21**

*Action #21-59* Motion by G. Bjorklund, second by P. Blue, to approve requesting audit quotes for FY21. 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, Wienk – aye, Hildebrandt - aye, Braaten – aye, G. Bjorklund – aye, Berger – aye, Thyen – aye, Looyenga – aye, Felborg – aye, Lutkemeier, aye, motion carried.

### **Executive Session**

*Action #21-60* 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 T. Bjorklund, second by S. Braaten to enter executive session at 7:32 P.M. to discuss. 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, Wienk – aye, Hildebrandt - aye, Braaten – aye, G. Bjorklund – aye, Berger – aye, Thyen – aye, Looyenga – aye, Lutkemeier, aye, motion carried.

President Akin declared the board out of executive session at 8:35 P.M.

#### **Action Items after Executive Session**

*Action #21-61* Motion by J. Homola, second by S. Braaten to offer contract to Business Manager Tiffany Stormo for FY22 with salary to be determined at a later date. 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, Wienk – aye, Hildebrandt - aye, Braaten – aye, G. Bjorklund – aye, Thyen – aye, Looyenga – aye, Lutkemeier, aye, motion carried.

*Action #21-62* Motion by T. Bjorklund, second by S. Braaten to approve the contract for the new Director, Andrea Powell; \$125,000.00 . 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, Wienk – aye, Hildebrandt - aye, Braaten – aye, G. Bjorklund – aye, Thyen – aye, Looyenga – aye, Lutkemeier, nay, motion carried.

#### **Adjournment**

*Action #21-63* With there being no further business, motion by C. Knutson, second by G. Bjorklund, to adjourn. 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, Wienk – aye, Hildebrandt - aye, Braaten – aye, G. Bjorklund – aye, Thyen – aye, Looyenga – 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, February 15, 2021 at 7:00 P.M.

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**Cory Akin, President**

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**Tiffany Stormo, Business Manager**