

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, February 15, 2021

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, February 15, 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 7:06 P.M. and adjourned at 8:41 P.M.

Members present:

Jolene King, Arlington; Cory Akin, Castlewood; 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; Paula Blue, Henry; Shane Braaten, Rosholt; Gene Bjorklund, Sioux Valley; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Tia Felberg, Willow Lake

Absent:

Gary Brassfield, Britton-Hecla; Malory McIntire; Clark; Jon Kahnke, Florence; Greg Bich, Iroquois; Jerod Olson, Lake Preston; Zach Hildebrandt, Oldham/Ramona; Lisa Amdahl, Summit; Art Berger, Waubay; Denise Lutkemeier, Wilmot

Others Attending:

NESC Staff Representatives: Steph Hayunga – entered at 7:37 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 7:06 P.M.

Introduction of Guests

Todd Obele and Jim Block were introduced as guests.

Public Comment

No public comments were presented.

Agenda review, changes, and approval

Action #21-64 Motion by J. Homola, second by C. Knutson, to approve the agenda with the changes of Ramkota room changed to Whitewood and 8f) December 1, 2020 child count. All present voting in favor, motion carried.

Conflicts of Interest

No conflicts of interest were presented.

Financial Report

Action #21-65 Motion by G. Bjorklund, second by T. Bjorklund, to approve the financial report for the period ending January 31, 2021. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
January 1, 2021	\$213,417.57	759,295.91	\$37,046.72
<u>Receipts:</u>			
Local Sources	\$78,359.94	\$174,812.57	\$2,375.50
State Sources		\$1,396.97	
Federal Sources		\$175,437.00	
Other	\$15,782.46		
<u>Total Monthly Receipts</u>	<u>\$94,142.40</u>	<u>\$351,646.54</u>	<u>\$2,375.50</u>
Total Gross Receipts	\$307,559.97	\$1,110,942.45	\$39,422.22
Manual Journal Entries	\$-38.58	\$38.58	
Less Salaries	\$8,145.46	\$283,189.38	
Less Disbursements	\$7,706.23	\$93,328.79	\$297.85
<u>Total Salaries & Disbursements</u>	<u>\$15,851.69</u>	<u>\$376,518.17</u>	<u>\$297.85</u>
Ending Cash Balance			
January 31, 2021	\$291,669.70	\$734,462.86	\$39,124.37

Consent Agenda

Action #21-66 Motion by J. Homola, second by A. Schuurman, to approve the following items on the Consent Agenda: 7a) Approval of January 18, 2021 Board of Directors minutes; 7b) Approval of payment of February 2021 budget claims; 7c) Approval of resignation, Kari Holden, PT; 7d) Approval of contract – Kristy Boettcher, Physical Therapy Assistant; 86 days; \$17,200. All present voting in favor, motion carried.

February 2021 Accounts Payable

General Fund: AAA PURE WATER FILTER 17.42; ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM CHECK 390.98; APEX LEARNING APEX SEATS - BRITTON-HECLA/WEBSTER 350.00; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 539.90; BRIAN'S GLASS AND DOOR, INC MAINT 40.00; CENEX FLEETCARD MAINT & GASOLINE 3,922.49; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 8.95; DAKOTA EDUCATION CONSULTING FEES 424.41; DUST TEX SERVICE, INC. JAN 2021 RUG RENTAL 4.81; ESTELLINE COMMUNITY OIL CO. MAINT 65.45; HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 537.04; MINERVAS WATERTOWN MTG ROOM FEE/MEALS 55.98; NESC PAYROLL FEB 2021 7,984.75; OFFICE PEEPS, INC. ADMIN/ED SPEC SUPP 30.15; OTTERTAIL POWER CO. ELEC 46.22; PALMLUND AUTOMOTIVE MAINT 21.98; SANFORD HEALTH PLAN HSA/FSA FEES 5.79; SERVICE PLUS, INC. MAINT 418.49; STERLING COMPUTERS CORPORATION TECH EQ 69.17; STORMO, BEN OCT - JAN SNOW REMOVAL 51.75; TOWN OF HAYTI WATER 3.65; W.W. TIRE SERVICE MAINT 141.72

Fund Total: \$15,131.10

Special Education Fund: AAA PURE WATER FILTER 176.08; ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM CHECK 170.25; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 20,727.38; BRITTON-HECLA SCHOOL DISTRICT JAN 2021

MI 48.72; CASTLEWOOD SCHOOL DISTRICT JAN 2021 USE FEE 496.72; CENTER OF DISABILITIES C. L. REGIS 50.00; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 90.50; DAKOTA EDUCATION CONSULTING FEES 4,291.28; DUST TEX SERVICE, INC. JAN 2021 RUG RENTAL 48.66; HAMLIN SCHOOL DISTRICT JAN 2021 USE FEE 1,084.51; HAYUNGA, STEPHANIE AOTA DUES 225.00; PARENT JAN 21 MI 95.76; MINERVAS WATERTOWN MTG ROOM FEE/MEALS 566.02; MITCHELL TECHNICAL INSTITUTE R.S. REGIS 50.00; NELSON, JULIE EC REGIS REIMB 30.00 NESC PAYROLL FEB 2021 282,575.70; OFFICE PEEPS, INC. ADMIN/ED SPEC SUPP 2,497.85; OTTERTAIL POWER CO. ELEC 467.34; RIVERSIDE INSIGHTS SLP SUPP 6,050.72; SANFORD HEALTH PLAN HSA/FSA FEES 58.56; STERLING COMPUTERS CORPORATION TECH EQ 699.36; STORMO, BEN OCT - JAN SNOW REMOVAL 523.25; SW/WC SERVICE COOPERATIVE BEHAVIOR ANALYST CONTRACT 21,443.68; TOWN OF HAYTI WATER 36.85; WEBSTER SCHOOL DISTRICT JAN 2021 USE FEE 602.69; WIESE, RITA JAN 2021 MI 43.68

Fund Total: \$343,150.56

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his report.

Director's Report

There was no Director's report.

Reading Recovery for 2021-22

Director Aberle shared that DeSmet gave official notification to discontinue services and discussed information about rates for Reading Recovery satellite school. He recommended that the board adopt the increase in rates.

Audit quotes for FY21

Business Manager Stormo discussed with the board Audit quotes received for FY21.

Performance Survey Results

Discussion was held on the Performance Survey results.

Child Count December 1, 2020

Director Aberle provided information about NESC Child Count, along with historical Child Count information from the cooperative.

Transition Coordinator job description

Director Aberle discussed with the board the Transition Coordinator job description and the possibility of transferring the budget items associated with Transition to Technology and Administration.

By-law 3.4

Discussion was held on By-law 3.4.

ESY Rates for 2021

Director Aberle shared information about ESY rates for 2021. He recommended that the board adopt the increase in rates.

Inventory update

Director Aberle discussed inventory.

Action Items

Approval of Audit quotes for FY21

Action #21-67 Motion by T. Bjorklund, second by J. Homola, to approve a 3 year contract with Quam, Berglin, & Post, P.C. starting with FY21 Audit. All present voting in favor, motion carried.

Approval to discontinue Reading Recovery – DeSmet School District

Action #21-68 Motion by J. Homola, second by G. Bjorklund, to discontinue Reading Recovery for DeSmet School District starting FY22 per request provided to Director Aberle to withdraw from the program. All present voting in favor, motion carried.

Approval of Reading Recovery Rates for Satellite Schools

Action #21-69 Motion by C. Knutson, second by T. Bjorklund, to set Reading Recovery rates for Pierre to \$5,712.23 (a 3% increase). All present voting in favor, motion carried.

Approval of ESY Rates for 2021

Action #21-70 Motion by C. Knutson, second by P. Thyen, to approve the ESY rates for 2021. The hourly pay for current NESC staff will be based on their 20-21 contracts. The pay for other providers will be based on their 20-21 contracts or on our minimum pay rates – whichever is greater. New minimum hourly rates will be \$29.50 for certified staff and \$14.00 for non-certified staff. All present voting in favor, motion carried.

Approval of surplus inventory as outdated/old with no value

Action #21-71 Motion by J. Homola, second by P. Thyen to declare surplus at no value and remove or dispose of the presented list of broken, outdated or missing items from inventory. All present voting in favor, motion carried.

Executive Session

Action #21-72 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 J. Homola, second by T. Bjorklund to enter executive session at 7:43 P.M. All present voting in favor, motion carried.

President Akin declared the board out of executive session at 8:39 P.M.

Action Item after Executive Session

Action #21-73 Motion by J. Homola, second by P. Thyen to offer contract to Assistant Director for FY22. All present voting in favor, motion carried.

Action #21-74 Motion by C. Knutson, second by J. Homola to approve hiring Rodney Freeman as board negotiator for Units 1 and 2. All present voting in favor, motion carried.

Adjournment

Action #21-75 With there being no further business, motion by G. Bjorklund, second by T. Bjorklund, to adjourn. All present voting in favor, motion carried.

The next NESC Board of Directors meeting will be held at Ramkota Hotel and Watertown Event Center in Watertown, SD on Monday, March 15, 2021 at 7:00 P.M.

Cory Akin, President

Tiffany Stormo, Business Manager