

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, April 19, 2021

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, April 19, 2021 via 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 8:41 P.M.

**Members present:**

Jolene King, Arlington; Cory Akin, Castlewood; Malory McIntire, Clark; Barb Asleson, De Smet (arrived at 7:05); 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; Shane Braaten, Rosholt; Gene Bjorklund, Sioux Valley; Art Berger, Waubay (left at 8:16); Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Denise Lutkemeier, Wilmot

**Absent:**

Gary Brassfield, Britton-Hecla; Greg Bich, Iroquois; Zach Hildebrandt, Oldham/Ramona; Lisa Amdahl, Summit; Tia Felberg, Willow Lake

**Others Attending:**

NESC Staff Representatives: Jessica Fischer, Kristina Suttan, Shelly Skogstad, Stephanie Hayunga (arrived at 7:07), and Brenda Boyd (arrived at 7:32)

Member District Superintendents: Mitch Reed, Florence, and Todd Obele, Henry

NESC Administration: Jerry Aberle, Director, and Tim Frewing, Assistant Director

**Call to Order**

President Akin called the meeting to order at 7:00 P.M.

**Introduction of Guests**

Jessica Fischer, Shelly Skogstad, Kristina Suttan, Todd Obele, and Mitch Reed were introduced as guests.

**Public Comment**

No public comments were presented.

**Agenda Review, Changes, and Approval**

*Action #21-86* Motion by S. Braaten, second by T. Bjorklund, to approve the agenda with the additions of \$72,200 for 7c (the face value of the SW/WC contract for 113 behavior days), 7h) Approval of Unit 1 2021-2022 Negotiated Agreement, and 7i) Approval of resignation – Brian Jacobsen, Hamlin Center Base Teacher. King – aye, Akin – aye, McIntire – aye, Knutson – aye, Prins – aye, Schuurman – aye, Lauterhahn – aye, T. Bjorklund – aye, Kahnke – aye, Homola – aye, Blue – aye, Olson – aye, Braaten – aye, G. Bjorklund – aye, Berger – aye, Thyen – aye, Looyenga – aye, Lutkemeier – aye. Motion carried.

**Conflicts of Interest**

No conflicts of interest were presented.

**Financial Report**

*Action #21-87* Motion by J. Homola, second by C. Knutson, to approve the financial report for the period ending March 31, 2021. 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, Braaten – aye, G. Bjorklund – aye, Berger – aye, Thyen – aye, Looyenga – aye, Lutkemeier – aye. Motion carried.

|   | <u>General Fund</u> | <u>Special Education Fund</u> | <u>Agency Fund</u> |
|---|---------------------|-------------------------------|--------------------|
| <b>March 1, 2021</b>                      | <b>\$278,654.08</b> | <b>\$754,805.79</b>           | <b>\$40,566.02</b> |
| <u>Receipts:</u>                          |                     |                               |                    |
| Local Sources                             | \$1,989.30          | \$164,261.47                  | \$2,452.50         |
| State Sources                             |                     | \$1,535.69                    |                    |
| Federal Sources                           | \$18,000.00         | \$138,888.00                  |                    |
| Other                                     | \$374.14            | \$51,087.30                   |                    |
| <u>Total Monthly Receipts</u>             | <u>\$20,363.44</u>  | <u>\$355,722.46</u>           | <u>\$2,452.50</u>  |
| Total Gross Receipts                      | \$299,017.52        | \$1,110,578.22                | \$43,018.52        |
| Manual Journal Entries                    | -\$74,574.12        | \$74,574.12                   |                    |
| Less Salaries                             | \$7,970.84          | \$280,185.74                  |                    |
| Less Disbursements                        | \$37,989.15         | \$50,039.81                   | \$4,659.64         |
| <u>Total Salaries &amp; Disbursements</u> | <u>\$45,959.99</u>  | <u>\$330,225.55</u>           | <u>\$4,659.64</u>  |
| <b>Ending Cash Balance</b>                |                     |                               |                    |
| <b>March 31, 2021</b>                     | <b>\$178,483.41</b> | <b>\$854,926.79</b>           | <b>\$38,358.88</b> |

**Consent Agenda**

*Action #21-88* Motion by S. Braaten, second by J. Homola, to approve the following items on the Consent Agenda: 7a) Approval of March 15, 2021 meeting minutes; 7b) Approval of payment of April 2021 budget claims; 7c) Approval of contract—SW/WC; Behavior Days, 113 days, \$72,200.00; 7d) Approval of contract amendment—KorManagement Services LLC; 7e) Approval of signing bonus—Mallorie Mattern, SLPA, \$1,000.00; 7f) Approval of Unit 2 2021-22 Negotiated Agreement; 7g) Approval of resignation—Danielle Swanson, Paraprofessional-Webster Center Base; 7h) Approval of Unit 1 2021-22 Negotiated Agreement; 7i) Approval of resignation—Brian Jacobsen, Hamlin Center Base Teacher. 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, Braaten – aye, G. Bjorklund – aye, Berger – aye, Thyen – aye, Looyenga – aye, Lutkemeier – aye. Motion carried.

**April 2021 Accounts Payable**

**General Fund:** AKIN, CORY (MILEAGE), 1.89; AL'S BODY SHOP (MAINTENANCE), 1,334.28; BASS SANITATION INC (GARBAGE), 12.29; BJORKLUND, GENE (MILEAGE), 4.16; BLUE, PAULA (MILEAGE), 4.08; BMO MASTERCARD (PURCHASED SERVICES, SUPPLIES, PHONE), 122.14; BRIAN'S GLASS AND DOOR INC (MAINTENANCE), 40.00; CENEX FLEETCARD (MAINTENANCE AND GASOLINE), 4,943.53; CENTURY BUSINESS PRODUCTS INC (COPIER MAINTENANCE CONTRACT), 11.54; DON'S BODY SHOP (MAINTENANCE), 1,140.10; DUST TEX SERVICE INC (RUG RENTAL), 4.81; EMC INSURANCE (ADD VEHICLE COVERAGE), 18.90; ESTELLINE COMMUNITY OIL INC (MAINTENANCE), 54.20; HAMLIN COUNTY FARMERS COOP (MAINTENANCE AND GASOLINE), 758.92; HOMOLA, JOE (MILEAGE), 2.49; JURGENS OIL (MAINTENANCE), 46.90; KNUTSON, CARIE (MILEAGE), 5.29; KORMANAGEMENT SERVICES LLC (DRUG TESTING), 3,247.90; MINERVA WATERTOWN (MEETING ROOM FEE), 4.50; NESC PAYROLL, 8,248.12; NESC SPECIAL REVENUE PROJECTS (MILEAGE), 1,501.79; OTTERTAIL POWER (ELECTRIC), 33.67; PALMLAND AUTOMATIVE (MAINTENANCE), 72.90; ROB'S AUTO REPAIR (MAINTENANCE), 1,579.47; SANFORD HEALTH PLAN (HSA/FSA FEES), 5.79; SASD (TF REGISTRATION), 22.50; STORMO, BEN (SNOW REMOVAL), 41.40; STORMO, TIFFANY (MILEAGE), 7.26; THYEN, PENNY (MILEAGE), 4.01; TOWN OF HAYTI (WATER), 3.65; TWIN VALLEY TIRE INC (MAINTENANCE), 252.49; W.W. TIRE SERVICE (MAINTENANCE), 418.69; WEBSTER TIRE (MAINTENANCE), 20.00.

**Fund Total: \$23,969.66**

**Special Education Fund:** AKIN, CORY (MILEAGE), 19.11; BASS SANITATION (GARBAGE), 124.21; BJORKLUND, GENE (MILEAGE), 42.04; BLUE, PAULA (MILEAGE), 41.28; BMO MASTERCARD (PURCHASED SERVICES, SUPPLIES, PHONE), 15,368.74; BRITTON-HECLA SCHOOL DISTRICT (MILEAGE), 42.00; CASTLEWOOD SCHOOL DISTRICT (FACILITY USE FEE), 496.72; CENTURY BUSINESS PRODUCTS INC (COPIER MAINTENANCE CONTRACT), 116.65; DUST TEX SERVICE INC (RUG RENTAL), 48.66; EMC INSURANCE (ADD VEHICLE COVERAGE), 191.10; HAMLIN SCHOOL DISTRICT (FACILITY USE FEE), 1,250.08; HOMOLA, JOE (MILEAGE), 25.23; KNUTSON, CARIE (MILEAGE), 53.51; PARENT (MILEAGE), 110.88; MINERVA WATERTOWN (MEETING ROOM FEE), 45.50; MITCHELL TECHNICAL INSTITUTE (AD & MS REGISTRATION), 100.00; NESC IMPREST, 110.40; NESC PAYROLL, 282,762.54; NESC SPECIAL REVENUE PROJECTS (MILEAGE), 65,812.73; OTTERTAIL POWER (ELECTRIC), 340.44; REINHILLER, LISA (TRAVEL), 54.00; SANFORD HEALTH PLAN (HSA/FSA FEES), 58.56; SASD (TF REGISTRATION), 227.50; STORMO, BEN (SNOW REMOVAL), 418.60; STORMO, TIFFANY (MILEAGE), 73.38; THYEN, PENNY (MILEAGE), 40.51; TOWN OF HAYTI (WATER), 36.85; WEBSTER SCHOOL DISTRICT (FACILITY USE FEE), 602.69; WIESE, RITA (MILEAGE), 42.84.

**Fund Total: \$368,656.75**

### Discussion Items

#### Assistant Director's Report

There was no Assistant Director's report.

#### Director's Report

Director Aberle provided information about his schedule and availability in these final months of his contract.

#### Advisory Board Meeting

Director Aberle reviewed the Advisory Board meeting minutes.

#### FY 22 Preliminary Budget

Director Aberle reviewed the preliminary budget for FY 22.

#### Health, dental, and life insurance rates and providers for FY 22.

Director Aberle reviewed the cooperative's health, dental, and life insurance rates for FY 22.

#### Telephone System

Director Aberle presented information about modernizing the cooperative office's telephone system.

#### GEER I (Governor's Emergency Relief Fund)

Director Aberle provided information about GEER I, a COVID-19 relief grant made available to cooperatives, targeting students age Birth to 5. On April 16 the cooperative made application for a small amount of these funds.

Teleconference Meeting

The board continued its discussion about teleconference meetings.

**Action Items**

Approval of Final Center Base tuition rates for FY 21.

*Action #21-89* Motion by J. Homola, second by C. Knutson, to approve the presented centerbase tuition rates for the last two months of FY 21. 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, Braaten – aye, G. Bjorklund – aye, Berger – aye, Thyen – aye, Looyenga – aye, Lutkemeier – aye. Motion carried.

|                  |              |
|------------------|--------------|
| Base Rate        | \$ 7,816.55  |
| First Placement  | \$ 10,083.36 |
| Second Placement | \$ 8,363.71  |
| Third Placement  | \$ 5,921.04  |

Approval of Health, Dental, and Life Insurance Rates and Providers for FY 22

*Action #21-90* Motion by S. Braaten, second by T. Bjorklund, to approve the presented insurance rates and providers for FY 22. 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, Braaten – aye, G. Bjorklund – aye, Berger – aye, Thyen – aye, Looyenga – aye, Lutkemeier – aye. Motion carried.

**Executive Session**

*Action #21-91* 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. Motion by C. Knutson, second by A. Schuurman to enter executive session at 8:16 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, 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 8:38 P.M.

**Action Item after Executive Session**

*Action #21-92* Motion by J. Homola, second by S. Braaten to give the classified personnel a 4% increase for the 2021-2022 school year. 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, Braaten – aye, G. Bjorklund – aye, Thyen – aye, Looyenga – aye, Lutkemeier – nay. Motion carried.

*Action #21-93* Motion by J. King, second by J. Olson to offer contracts to Unit 1, Unit 2, classified, and ESY personnel with the issue date being April 22, 2021 and the return date being May 6, 2021. 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, Braaten – aye, G. Bjorklund – aye, Thyen – aye, Looyenga – aye, Lutkemeier – aye. Motion carried.

*Action #21-94* Motion by A. Schuurman, second by J. Homola to set the salary for Business Manager Stormo at \$57,825.00 for the 2021-2022 school year. 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, Braaten – aye, G. Bjorklund – aye, Thyen – aye, Looyenga – aye, Lutkemeier – aye. Motion carried.

*Action #21-95* Motion by S. Braaten, second by A. Schuurman to set the salary for Assistant Director Frewing at \$75,736.31 for the 2021-2022 school year. 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, Braaten – aye, G. Bjorklund – aye, Thyen – aye, Looyenga – aye, Lutkemeier – aye. Motion carried.

**Adjournment**

*Action #21-96* With there being no further business, motion by C. Knutson, second by J. Homola, 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, Olson – 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, May 17, 2021 at 7:00 P.M.

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**Cory Akin, President**

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**Tim Frewing, Assistant Director**