

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, June 21, 2021

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, June 21, 2021 via Teleconference, 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; Gary Brassfield – entered at 7:05 P.M., Britton-Hecla; 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; Sue Braun, Rosholt; Gene Bjorklund, Sioux Valley; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Tia Felberg, Willow Lake; Denise Lutkemeier, Wilmot

**Members Absent:**

Greg Bich, Iroquois; Zach Hildebrandt, Oldham/Ramona; Lisa Amdahl, Summit; Art Berger, Waubay

**Others Attending:**

NESC Staff Representatives: Stephanie Hayunga  
Member District Superintendents: Todd Obele, Jim Block and Mitch Reed  
NESC Administration: Jerry Aberle, Tiffany Stormo and Tim Frewing

**Call to Order**

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

**Introduction of Guests**

Todd Obele, Jim Block, Andrea Powell and Stephanie Hayunga were introduced as guests.

**Public Comment**

No one from the public came forward with comments.

**Agenda Review, Changes, and Approval**

*Action #21-104* Motion by G. Bjorklund, second by C. Knutson, to approve the agenda with the change to remove 7e. All present voted in favor. Motion carried.

**Conflicts of Interest**

No conflicts of interest were presented.

**Financial Report**

*Action #21-105* Motion by A. Schuurman, second by T. Bjorklund, to approve the financial report for the period ending May 31, 2021. All present voted in favor. Motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
<b>May 1, 2021</b>	<b>\$223,413.59</b>	<b>\$889,224.02</b>	<b>\$41,118.87</b>
<u>Receipts:</u>			
Local Sources	\$1,502.06	\$154,412.79	\$2,312.50
State Sources		\$1,569.11	
Federal Sources		\$195,941.00	
Other			
<u>Total Monthly Receipts</u>	<u>\$1,502.06</u>	<u>\$351,922.90</u>	<u>\$2,312.50</u>
Total Gross Receipts	\$224,915.65	\$1,241,146.92	\$43,431.37
Manual Journal Entries	\$129.27	-\$129.27	
Less Salaries	\$8,014.00	\$286,737.12	
Less Disbursements	\$12,007.47	\$24,530.21	\$4,236.17
<u>Total Salaries &amp; Disbursements</u>	<u>\$20,021.47</u>	<u>\$311,267.33</u>	<u>\$4,236.17</u>
<b>Ending Cash Balance</b>			
<b>May 31, 2021</b>	<b>\$205,023.45</b>	<b>\$929,750.32</b>	<b>\$39,195.20</b>

**Consent Agenda**

*Action #21-106* Motion by J. Homola, second by P. Blue, to approve the following items on the Consent Agenda: 7a) Approval of May 17, 2021 meeting minutes with the following changes – April 2021 Accounts Payable to May 2021 Accounts Payable and General Fund total \$20,001.47 to \$20,021.47; 7b) Approval of payment of June 2021 budget claims; 7c) Approval of contract amendment– Lisa Reinhiller, Educational Specialist; work days increasing to 210 days; \$66,574.87; 7d) Approval of work agreement – Kimberly Huntimer, paraprofessional at Castlewood Center Base, \$17.50 per hour; 7f) Approval of ESY contract – Deb Lauseng, Speech Language Pathologist, \$38.14 per hour; 7g) Approval of ESY contract – Kimberly Huntimer, paraprofessional at Castlewood Center Base; \$14.00 per hour; 7h) Approval of Birth to Three Contract. All present voted in favor. Motion carried.

**June 2021 Accounts Payable**

**General Fund:** A-I COMPUTER SOLUTIONS TECH 11.70 APEX LEARNING APEX SEATS - WILMOT 80.00 BMO MASTERCARD (PURCHASED SERVICES, SUPPLIES, PHONE), 758.28; BRIAN'S GLASS AND DOOR, INC MAINT 40.00 CENEX FLEETCARD MAINT. & GASOLINE 3,536.37 CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 12.42 CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON SCHOOL MATTERS 179.76 CLARK COUNTY COURIER EMPLOY AD 2.57 DUST TEX SERVICE, INC. MAY 2021 RUG RENTAL 4.81 EMC INSURANCE FY21 ADD VEHICLE COV 20.70 HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 666.72 HAMLIN COUNTY PUBLISHING EMPLOY AD 2.25 KORMANAGEMENT SERVICES, LLC DRUG TEST Q4 1,862.41 MINERVAS WATERTOWN MTG ROOM FEE 4.50 NESC PAYROLL JUNE 2021 8,004.90 OTTERTAIL POWER CO. ELEC 22.22 PALMLUND AUTOMOTIVE FLEET MAINT 119.68 REPORTER AND FARMER EMPLOY AD 5.62 REUER, DYLAN LAWN CARE 10.80 ROB'S AUTO REPAIR MAINT 2,871.64 SANFORD HEALTH PLAN HSA/FSA FEES 5.79 SCOTTING HEATING & COOLING LLC FURNANCE MAINT 51.43 SHARP AUTOMOTIVE MAINT 159.92 TOWN OF HAYTI WATER 7.29 TWIN VALLEY TIRE, INC.

MAINT 21.60 W.W. TIRE SERVICE MAINT 78.50 WATERTOWN PUBLIC OPINION MINUTES 22.69 WEBSTER AUTO CARE MAINT 377.27 WEBSTER TIRE MAINT 216.00

**Fund Total: \$19,157.84**

**Special Education Fund:** A-I COMPUTER SOLUTIONS TECH 118.28 BMO MASTERCARD (PURCHASED SERVICES, SUPPLIES, PHONE), 21,462.60; BRITTON-HECLA SCHOOL DISTRICT MAY 2021 MI 6.72 CASTLEWOOD SCHOOL DISTRICT MAY 2021 USE FEE/NURSE SPLIT 5,559.73 CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 125.59 CHURCHILL,MANOLIS,FREEMAN,KLUDT,SHELTON SCHOOL MATTERS 1,817.55 CLARK COUNTY COURIER EMPLOY AD 25.93 DEUEL SCHOOL DISTRICT PARA SPLIT 8,998.52 DUST TEX SERVICE, INC. MAY 2021 RUG RENTAL 48.66 EMC INSURANCE FY21 ADD VEHICLE COV 209.30 GENT, MELISSA REIMB REGIS 35.00 HAMLIN COUNTY PUBLISHING EMPLOY AD 22.75 HAMLIN SCHOOL DISTRICT MAY 2021 USE FEE 1,250.08 MARSHALL CO. HEALTHCARE CENTER PT/OT SERVICES 4,839.29 PARENT MAY 21 MI 65.52 MINERVA WATERTOWN MTG ROOM FEE 45.50 NESC IMPREST 202.00 NESC PAYROLL JUNE 2021 274,056.97 OTTERTAIL POWER CO. ELEC 224.68 PRAIRIE LAKES HEALTH CARE SYSTEM CPR CARDS 15.00 REPORTER AND FARMER EMPLOY AD 56.78 REUER, DYLAN LAWN CARE 109.20 SANFORD HEALTH PLAN HSA/FSA FEES 58.56 SANFORD WEBSTER MEDICAL CENTER OT SERVICES 6,505.61 SCOTTING HEATING & COOLING LLC FURNANCE MAINT 519.99 TOWN OF HAYTI WATER 73.71 WATERTOWN PUBLIC OPINION MINUTES 229.51 WEBSTER SCHOOL DISTRICT MAY 2021 USE FEE 496.72 WENZ, MELODY MI REIMB 6.72 WIESE, RITA MAY 2021 MI 25.20

**Fund Total: \$327,211.67**

**Discussion Items**

**Assistant Director's Report**

Assistant Director Frewing provided information about a training he delivered at the Principals' Conference in Deadwood.

**Director's Report**

Director Aberle provided an update about preparing for the new director and the work remaining to be done.

**FY 22 Preliminary Budget**

Business Manager Stormo reviewed the changes made to the FY 22 budget through developments since the last meeting.

**NESC Board of Directors – District Representatives for 2021-22**

Discussion was held on what board members would be staying or leaving in FY22.

**Meeting Location Beginning in July**

Director Aberle asked for direction regarding where the board would want to meet next fiscal year.

**Teleconference Meeting**

The board continued its discussion about teleconference meetings.

**Action Items**

**Approval of Paper Bid**

*Action #21-107* Motion by J. Homola, second by D. Lutkemeier to accept the bid of Paper 101 at \$30.18 per case. All present voted in favor, motion carried.

**Approval to publish FY22 preliminary budget and set budget hearing**

*Action #21-108* Motion by A. Schuurman, second by G. Bjorklund to authorize the preliminary budget to be published and to set the FY22 budget hearing for July 19, 2021 at 7:00 p.m. King – aye, Brassfield, 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, Braun – aye, G. Bjorklund – aye, Thyen – aye, Looyenga – aye, Felberg – aye, Lutkemeier – aye, motion carried.

Approval of 2020-21 Property, Liability and Worker's Compensation insurance renewal

Action #21-109 Motion by C. Knutson, second by J. King to approve 2021-22 Property, Liability, and Workers' Compensation insurance renewal. All present voted in favor, motion carried.

Approval of Resolution 21-2 Budget Supplemental

Action #21-110 Motion by J. Homola, second by A. Schuurman to approve Resolution 21-2 Budget Supplemental. All present voting in favor, motion carried.

<u>Appropriations:</u>		<u>General Fund</u>
10-2319	BOARD PPE SUPPLIES	\$125.31
10-2542	OPERATION & MAINTENANCE PPE SUPPLIES	\$3.96
22-1223	CB PPE SUPPLIES	\$225.00
22-1226	EARLY CHILDHOOD PPE SUPPLIES	\$150.97
22-2142	PSYCH PPE SUPPLIES	\$1,294.04
22-2152	SLP PPE SUPPLIES/OTHER PROF TECH SERVICES	\$29,349.64
22-2172	OCCUPATIONAL THERAPY PPE SUPPLIES	\$18.95
22-2319	BOARD PPE SUPPLIES	\$1,267.05
22-2542	OPERATION & MAINTENANCE PPE SUPPLIES	\$40.08
<b>Total Appropriations:</b>		<b><u>\$32,475.00</u></b>
<u>Means of Finance:</u>		
10-4129-125	Federal – CORONAVIRUS RELIEF FUND	\$129.27
22-4129-125	Federal – CORONAVIRUS RELIEF FUND	\$32,345.73
<b>Total Means of Finance:</b>		<b><u>\$32,475.00</u></b>

Approval of 2021-22 Meeting Location

Action #21-111 Motion by G. Bjorklund, second by M. McIntire to hold meetings beginning in July 2021 at LATC. All present voted in favor, motion carried.

Approval of Teleconference Meeting

Action #21-112 Motion by A. Schuurman, second by M. McIntire to continue using a teleconference option until October 2021 when it will be revisited. All present voted in favor, motion carried.

*The NESC Board would like  
to thank Jerry for his 16 years  
of service and wish him  
well on his retirement.*

**Adjournment**

Action #21-113 With there being no further business, motion by T. Bjorklund, second by D. Lutkemeier, to adjourn. All present voted in favor. Motion carried.

The next NESC Board of Directors meeting will be held at Lake Area Technical College in Watertown, SD on Monday, July 19, 2021 at 7:00 P.M.

---

**Cory Akin, President**

---

**Tiffany Stormo, Business Manager**