

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

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, July 19, 2021 via Teleconference, Zoom and at Lake Area Technical Institute in Watertown, SD. The meeting was called to order by President Pro-Tem A. Schuurman at 7:00 P.M. and adjourned at 7:48 P.M.

Members present:

Jolene King, Arlington; Alisha Nielsen, Castlewood; Malory McIntire, Clark; Barb Asleson, De Smet; Carie Knutson, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Christopher Veroek, Estelline; Sherri Stormo, Hamlin; Paula Blue, Henry; Jerod Olson, Lake Preston; Lana Sand, Rosholt; Ryan Olson, Rutland; Art Berger, Waubay – entered at 7:07 P.M.; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Natalie Remund, Wilmot

Absent:

Gary Brassfield, Britton-Hecla; Lisa Lauterhahn, Enemy Swim Day School; Jon Kahnke, Florence; Greg Bich, Iroquois; Brian Hanson, Oldham/Ramona; David Squires, Sioux Valley; Lisa Amdahl, Summit; Tia Felberg, Willow Lake

Others Attending:

NESC Staff Representatives: Stephanie Hayunga and Kelsey Kringen

Member District Superintendents: Jim Block and Mitch Reed – entered at 7:02 P.M., exited at 7:36 P.M.

NESC Administration: Andrea Powell, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

Appoint President Pro-Tem

Action #21-114 Motion by P. Thyen, second by C. Knutson to nominate A. Schuurman for President Pro-Tem. Motion by L. Sand, second by M. McIntire, nominations cease, and unanimous ballot be cast for A. Schuurman. King – aye, Nielsen – aye, McIntire – aye, Asleson – aye, Knutson – aye, Prins – aye, Schuurman – aye, Verhoek – aye, S. Stormo – aye, Blue – aye, J. Olson – aye, Sand – aye, R. Olson – aye, Berger – aye, Thyen – aye, Looyenga – aye, motion carried.

Call to Order

President Pro-Tem Schuurman called the meeting to order at 7:00 P.M.

Agenda review, changes, and approval

Action #21-115 Motion by L. Sand, second by M. McIntire, to approve the agenda as presented. All present voted, motion carried.

Introduction of Guests

No guests introduced.

Conflicts of Interest

No conflicts of interest were presented.

Public Comment

No public comments were presented.

Financial Report

Action #21-116 Motion by J. Olson, second by P. Blue, to approve the financial report for the period ending June 30, 2021. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
June 1, 2021	\$205,023.45	\$929,750.32	\$39,195.20
<u>Receipts:</u>			
Local Sources	\$1,821.85	\$164,892.01	\$2,514.50
State Sources		\$52,081.76	
Federal Sources		\$143,678.00	
Other	\$1,480.00	\$4,083.45	
<u>Total Monthly Receipts</u>	<u>\$3,301.85</u>	<u>\$364,735.22</u>	<u>\$2,514.50</u>
Total Gross Receipts	\$208,325.30	\$1,294,485.54	\$41,709.70
Manual Journal Entries			
Less Salaries	\$8,004.90	\$274,056.97	
Less Disbursements	\$11,613.35	\$52,694.29	\$30,433.89
<u>Total Salaries & Disbursements</u>	<u>\$19,618.25</u>	<u>\$326,751.26</u>	<u>\$30,433.89</u>
Ending Cash Balance			
June 30, 2021	\$188,707.05	\$967,734.28	\$11,275.81

Consent Agenda

Action #21-117 Motion by J. King, second by A. Berger, to approve the following items on the Consent Agenda: 7a) Approval of June 21, 2021 Board of Directors minutes; 7b) Approval of payment of final EOFY 2021 claims. King – aye, Nielsen – aye, McIntire – aye, Asleson – aye, Knutson – aye, Prins – aye, Schuurman – aye, Verhoek – aye, S. Stormo – aye, Blue – aye, J. Olson – aye, Sand - abstain, R. Olson– aye, Berger – aye, Thyen – aye, Looyenga – aye, Remund – aye, motion carried.

EOFY2021 Accounts Payable

GENERAL FUND: BASS SANITATION INC. APRIL - JUNE GARB 12.29; CENEX FLEETCARD GAOLINE 1,475.56; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 8.80; DAKOTA DATA SHRED PROF/SHRED DOC 13.12; DUST TEX SERVICE, INC. JUNE 21 RUG RENTAL 4.81; ESTELLINE COMMUNITY OIL CO. MAINT 39.80; HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 428.28; MINERVAS WATERTOWN MTG ROOM FEE 4.50; NEBEL, JAMESON LAWN CARE 7.20; NESC IMPREST 89.15;NESC SPECIAL REVENUE PROJECTS FY21 4TH QTR EXP MI/ESA IDC 1,866.81;NORTHEAST OIL GASOLINE 27.00; OTTERTAIL POWER CO. ELEC 27.00; ROB'S AUTO REPAIR

MAINT 1,666.49; SANFORD HEALTH PLAN HSA/FSA FEES 5.79; VERIZON WIRELESS JUNE CELL SERVICE 53.81; W.W. TIRE SERVICE MAINT 274.00; WATERTOWN PUBLIC OPINION MINUTES 13.61

FUND TOTAL: \$6,018.02

SPECIAL EDUCATION FUND: BASS SANITATION INC. APRIL - JUNE GARB 124.21; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 88.98; DAKOTA DATA SHRED PROF/SHRED DOC 132.71; DUBRO, ANGEL REIMB MI 190.68; DUST TEX SERVICE, INC. JUNE 21 RUG RENTAL 48.66; MARSHALL CO. HEALTHCARE CENTER PT/OT SERVICES 3,445.78; MINERVAS WATERTOWN MTG ROOM FEE 45.50; NEBEL, JAMESON LAWN CARE 72.80; NESC IMPREST 901.42; NESC SPECIAL REVENUE PROJECTS FY21 4TH QTR EXP MI 42,311.53; OTTERTAIL POWER CO. ELEC 273.01; SANFORD HEALTH PLAN HSA/FSA FEES 58.56; SANFORD WEBSTER MEDICAL CENTER OT SERVICES 4,026.67; VERIZON WIRELESS JUNE CELL SERVICE 179.55

FUND TOTAL: \$52,037.67

Appoint Business Manager as President Pro-Tem

Action #21-118 Motion by M. McIntire, second by A. Nielsen to nominate T. Stormo for President Pro-Tem. Motion by L. Sand, second by M. McIntire, nominations cease, and unanimous ballot be cast for T. Stormo. All present voted, motion carried.

Adjourn meeting for Fiscal Year 2021

Action #21-119 With there being no further business to come before the Board of Directors for FY21, Motion by C. Knutson, second by J. Olson to adjourn the final Board of Directors meeting for FY21 at 7:13 P.M. All present voted, motion carried.

NESC Board of Directors

Annual Reorganization Meeting

The annual reorganization meeting for FY22 was called to order by President Pro-Tem Stormo at 7:14 P.M.

Election of Officers for Fiscal Year 2022

Office of the President

Action #22-1 Motion by P. Thyen, second by C. Knutson to nominate A. Schuurman for the office of President. Motion by J. Olson, second by M. Prins, nominations cease, and unanimous ballot be cast for A. Schuurman. All present voted, motion carried.

Office of the Vice-President

Action #22-2 Motion by C. Knutson, second by M. McIntire to nominate P. Thyen for the office of Vice-President. Motion by J. Olson, second by L. Sand, nominations cease, and unanimous ballot be cast for P. Thyen. All present voted, motion carried.

NESC 2021-2022 Budget Hearing

President Schuurman declared the budget hearing open at 7:18 P.M. Business Manager Stormo presented the budget, and President Schuurman declared the budget hearing closed at 7:25 P.M.

Adopt FY 2022 budget

Action #22-3 Motion by P. Blue, second by A. Nielsen to adopt the FY22 budget as presented. All present voted, motion carried.

The changes to the preliminary published budget are as follows:

Appropriations:

General Fund:

ESA1 – \$74,760.04; MTSS- \$79,343.62

Means of Finance:

General Fund:

ESA1 – \$74,760.04; MTSS- \$79,343.62

Special Education Fund:

Assessments - \$1,244,505.79; IDEA PART B 611 - \$1,940,036.00; IDEA PART B 611 ARP - \$443,358.00; IDEA PART B 619 - \$54,469.00; IDEA PART B 619 ARP - \$39,257.00; Remove Fund Balance \$75,000.

Consent Agenda

Action #21-4 Motion by M. McIntire, second by P. Thyen to approve the following items on the consent agenda: 7a) Approval of July 2021 claims; 7b) Designate Official Depository-Reliabank, Hayti, SD;; 7c) Authorize official newspaper – Watertown Public Opinion; 7d) Designate Legal Counsel-Rodney Freeman; 7e) Designate Business Manager as official custodian of accounts; 7f) Adopt travel rates: i.)In state-\$0.42 per mile, \$6 breakfast, \$14 noon lunch, \$20 dinner, actual cost for lodging; ii) Out of state --\$.42 per mile, \$10 breakfast, \$18 noon lunch, \$28 dinner; actual cost for lodging; 7g) Appoint Title IX and 504 Coordinator-Tim Frewing; 7h) Adopt NESC By-Laws; 7i) Appoint Director and Business Manager as Federal Program Agents; 7j) Designate purchasing agents-Director Powell & Business Manager Stormo; 7k) Set Board of Director's pay for Special Committees-\$60 per meeting & \$0.42 per mile. All present voted, motion carried.

July 2021 Accounts Payable

General Fund: ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM CONTRACT 167.20; ASBSD FY22 DUES 69.75; CEC T.F. MEMBER 17.10; EMC INSURANCE FY22 VEHICLE COV 5,145.75; FIRST DAKOTA INDEMNITY COMPANY FY22 WORK COMP 624.33; NESC PAYROLL JULY 2021 9,713.32; PAPER 101 FY22 COOP PAPER PURCHASE 77,260.80; PS PUBLISHING PARENT RIGHT HANDBOOKS 121.50; RELIABANK DEPOSIT BOX 1.35; SASD A.P, T.F.,T.S. SASD MEMBER 183.60; SCHUSTER, RANDI BACKGROUND CHECK 4.79; SD FEDERAL PROPERTY AGENCY FY22 NEW VEHICLES 75,325.00; SD TEACHER PLACEMENT CENTER TEACHER PLACEMENT SITE 39.15; SOFTWARE UNLIMITED FY22 SOFTWARE FEE 490.05; UNIVERSITY OF SOUTH DAKOTA TEACHER LEADER AFF 650.00

Fund Total: \$169,813.69

Special Education Fund: ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM CONTRACT 72.80; ASBSD FY22 DUES 705.25; BRITTON-HECLA SCHOOL DISTRICT ESY MI 34.02; CEC T.F. MEMBER 172.90; CPI FY22 MEMBER FEE 150.00; EMC INSURANCE FY22 VEHICLE COV 52,029.25; FIRST DAKOTA INDEMNITY COMPANY FY22 WORK COMP 6,312.67; GENT, MELISSA FY22 NASP DUES 220.00; KOGEL, SHERI ESY MI 258.30; LEASE, JENNIFER ESY MI 123.48; MARTIAN, EMILY ESY MI 282.24; NESC PAYROLL JULY 2021 305,860.91; PS PUBLISHING PARENT RIGHT HANDBOOKS 1,228.50; RELIABANK DEPOSIT BOX 13.65; SASD A.P, T.F.,T.S. SASD MEMBER 1,856.40; SCHUSTER, RANDI BACKGROUND CHECK 48.46; SD TEACHER PLACEMENT CENTER TEACHER PLACEMENT SITE 395.85; SOFTWARE UNLIMITED FY22 SOFTWARE FEE 4,954.95
WENZ, MELODY ESY MI 5.88

Fund Total: \$374,725.51

Discussion Items

Assistant Director's Report

There was no Assistant Director's report.

Director's Report

Director Powell gave her monthly report.

NESC Board of Directors – District representatives

Discussion was held on districts preferred method for receiving board information for FY22.

Website

The website for NESC is nesc.k12.sd.us.

School Starting and COVID 19/PD Day.

Discussion was held on school starting and COVID 19. The personal development day is set for August 10, 2021.

Car Purchases

Discussion was held on the recent car purchases.

August Board Meeting – School Year kick off in person social

A social prior to the August Board Meeting will be held at 6:30 P.M.

Meeting location and mode of delivery

Discussion was held on location for future meetings and mode of delivery.

Action Items

Approval of NESC Board policies 2021-22

Action #22-5 Motion by L. Sand, second by J. Olson to approve NESC Board Policies for 2021-22. All present voted, motion carried.

Approval of Certificate of Deposit Renewal

Action #22-6 Motion by J. King, second by B. Asleson to approve rolling 12 month certificate of deposit held at Reliabank into another 12 month contract. All present voted, motion carried.

Approval of resignation effective at the end of school year

Action #22-7 Motion by P. Thyen, second by M. McIntire to approve resignation of Maria Meyer and Linda Conrad at the end of FY22. All present voted, motion carried.

Thank you for your years of service at NESC and we wish you well going forward.

Approval salary disbursements to 9 month payout for Meyer and Conrad

Action #22-8 Motion by C. Knutson, second by J. Olson to approve salary disbursements in 9 month payouts for Meyer and Conrad. All present voted, motion carried.

Approval of resignation of Abbie Carlson effective July 29, 2021

Action #22-9 Motion by P. Blue, second by M. McIntire to approve resignation of Abbie Carlson – paraprofessional – Webster CB. All present voted, motion carried.

Approval of contract amendment - Reinhiller

Action #22-10 Motion by A. Nielsen, second by J. Olson to approve contract amendment for Lisa Reinhiller 140 days MTSS and 70 days ED SPEC. All present voted, motion carried.

Executive Session

No executive session was held.

Adjournment

Action #22-11 With there being no further business, motion by M. McIntire, second by L. Sand, to adjourn. All present voted, motion carried.

The next NESC Board of Directors meeting will be held at Lake Area Technical College in Watertown, SD on Monday, August 16, 2021 at 7:00 P.M.

Arend Schuurman, President

Tiffany Stormo, Business Manager

As per SDCL 6-1-10 the following salaries for NESC employees for 2021-2022:

ADMINISTRATION: Andrea Powell 125,000.00; Tiffany Stormo 57,825.00; Tim Frewing 75,736.31; Tammy Anderson 16.63/hr; Carol Reuer 17.04/hr; CUSTODIAN: Gerald Binde 18.01/hr; EDUCATIONAL SERVICES AGENCY 1: Lisa Reinhiller 66,574.87; READING RECOVERY: Kari Nolte 17,542.36; TRANSITION/TECHNOLOGY COORDINATOR/EDUCATIONAL SPECIALIST: Brenda Boyd 60,080.74; SPEECH THERAPY: Christy Busskohl 65,806.30; Linda Conrad 55,890.67; Angel Dubro 44,080.15; Heather Hansen 56,441.34; Alysha Johnson 55,306.71; Cheryl Keller-Knudson 68,576.38; Deb Lauseng 55,852.62 Megan Liljegren 54,990.00; Carrie Niles 56,030.32; Marci Saathoff 50,376.09; Rochelle Schmidt 53,639.92; Debra Tiefenthaler 68,576.38; Melody Wenz 68,576.38; Rita Wiese 55,852.62; SPEECH THERAPIST ASSISTANTS: Mallory Mattern 33,000.00; Brandi Ziebart 34,500.00; CENTER BASE: Chris Lather 46,286.92; Sara Lorensberg 58,256.65; Cody Swenson 41,500.00; EARLY CHILDHOOD: Debra Jensen 52,953.79; Karlette Juhnke 56,852.62; Teresa Landmark 50,225.74; Wendi Lindner 56,094.96; Julie Nelson 55,814.67; SCHOOL PSYCHOLOGISTS: Melissa Gent 61,839.15; Traci Ann Graham 67,206.80; Maria Meyer 71,040.04; Shelly Skogstad 65,148.85; Ellen Stevenson 55,600.00; PSYCHOLOGICAL EXAMINERS: Jessica Fischer 50,743.60; Nikki Heggelund 50,743.60; Kris Street 45,638.02; PHYSICAL THERAPISTS: Nancy Crump 76,589.64; Kristina Suttan 66,056.12; PHYSICAL THERAPISTS ASSISTANT: Kristy Boettcher 46,800.00; OCCUPATIONAL THERAPISTS: Stephanie Hayunga 56,668.14; Nicol Huyvaert 65,259.51; Lisa Mickelsen-Strubel 42,360.00; OCCUPATIONAL THERAPISTS ASSISTANTS: Morgan Anderson 35,320.00; Kelsey Kringen 38,549.31; CENTER BASE PARA EDUCATORS: Katherine Anderson 15.08/hr; Abbie Carlson 15.26/hr; Shelby Guerdet 15.52/hr; Kimberly Huntimer 17.50; Baily Mack 15.08/hr; Michelle Meier 15.08; Shari Peckenpaugh 15.54/hr; Shambree Robbins 14.56; EXTENDED SCHOOL YEAR: Katherine Anderson 14.50/hr; Abbie Carlson 14.67/hr; Linda Conrad 38.17/hr; Angel Dubro 35.00/hr; Lindsay Edwards 29.50/hr; Robin Gigov 34.39/hr; Heather Hansen 38.54/hr; Courtney Haug 31.36/hr; Kimberly Huntimer 14.00/hr; Brian Jacobsen 38.91/hr; Debra Jensen 36.16/hr; Alysha Johnson 37.77/hr; Karlette Juhnke 38.14/hr; Sheri Kogel 14.00/hr; Teresa Landmark 34.30/hr; Chris Lather 31.61/hr; Deb Lauseng 38.14/hr; Jenny Lease 29.72/hr; Megan Liljegren 37.55/hr; Wendi Lindner 38.31/hr; Sara Lorensberg 36.37/hr; Baily Mack 14.50/hr; Emily Martian 31.54/hr; Taylor Miles 29.50/hr; Julie Nelson 38.12/hr; Carrie Niles 38.26/hr; Shambree Robbins 14.00/hr; Marci Saathoff 38.22/hr; Rochelle Schmidt 36.63/hr; Randi Schuster 14.00/hr; Angie Scotting 30.54/hr; Angela Terhark 32.20/hr; Debra Tiefenthaler 46.83/hr; Melody Wenz 46.83/hr; Lindsey West 32.66/hr; Rita Wiese 38.14/hr; Emma Wik 29.50/hr