

**Arend Schuurman**  
PRESIDENT  
BOARD OF DIRECTORS

**Andrea Powell**  
DIRECTOR  
Andrea.Powell@k12.sd.us

**Tim Frewing**  
ASSISTANT DIRECTOR  
Tim.Frewing@k12.sd.us

**Tiffany Stormo**  
BUSINESS MANAGER  
Tiffany.Stormo@k12.sd.us

#### **MEMBER DISTRICTS**

- Arlington #38-1
- Britton-Hecla #45-4
- Castlewood #28-1
- Clark #12-2
- De Smet #38-2
- Deubrook #5-6
- Deuel #19-4
- Elkton #5-3
- Enemy Swim Day School
- Estelline #28-2
- Florence #14-1
- Hamlin #28-3
- Henry #14-2
- Iroquois #2-3
- Lake Preston #38-3
- Oldham-Ramona #39-5
- Rosholt #54-4
- Rutland #39-4
- Sioux Valley #5-5
- Summit #54-6
- Waubay #18-3
- Waverly #14-5
- Webster Area #18-5
- Willow Lake #12-3
- Wilmot #54-7

# Northeast Educational Services Cooperative

P.O. Box 327 • Hayti, South Dakota 57241  
605-783-3607 • Fax 605-783-3259

September 8, 2021

Dear NESC Board Members:

Our monthly board meeting will be held on **September 20, 2021**. It will begin at 7:00pm. You may attend the meeting in person, via Zoom, or telephone. Depending on your preference, information for all three options is below.

#### **Physical Location of the meeting:**

Lake Area Technical College

1201 Arrow Ave.

Watertown, SD 57201

#### **To join the meeting via zoom:**

Register in advance for this meeting:

[https://sdk12.zoom.us/meeting/register/tJUrceiqrjwpHNOGVehGKwZqwj\\_TnWMobx5S](https://sdk12.zoom.us/meeting/register/tJUrceiqrjwpHNOGVehGKwZqwj_TnWMobx5S)

Enclosed/attached are several documents for your review prior to the meeting.

See you Monday, September 20, 2021, at 7:00pm.

Sincerely yours,

Andrea Powell

NESC Board of Directors' Meeting

Proposed Agenda

Date: September 20, 2021

Time: 7:00P.M.

Meeting Location: LATC

1. Call to order
2. Introduction of guests-
  - a. School Psyc. and Examiners: Melissa Gent, Traci Graham, Maria Meyer, Shelly Skogstad, Elli Stevenson, Kris Street, Nikki Heggelund, Jessica Fischer.
3. Public comment
4. Agenda review, changes, and approval
5. Conflict of Interest
6. Approval of August 2021 financial report
7. Consent Agenda
  - a. Approval of August 2021 meeting minutes
  - b. Approval of payment of September 2021 budget claims
  - c. Approval of propane contract-Hamlin County Farmers Cooperative 2,100 gallons @1.75/gal= \$3,675
  - d. Approval of Paraprofessional Contracts-Welcome to the NESC Family!
    - i. Josie Nelson- Hamlin para
    - ii. Shannon Lawrence- Castlewood para
    - iii. Laurie Casper- Long-term OT sub
8. Discussion Items
  - a. Assistant Director Report
  - b. Director Report
    - i. Discussion on Air Quality Testing
  - c. Advisory Board Meeting
  - d. Quidel COVID free at-home test kit involvement
  - e. Vision and Mission Development Statement
  - f. Professional Development
  - g. UV wands for field staff-\$40/wand x 43 wands (SLP, Early Childhood, Reading Recovery, Center-base Instructors, PT, OT, and School Psyc.) = \$1720
9. Action Items
  - a. Action on participation in Quidel State testing
  - b. Declare vehicles surplus and appoint 3 appraisers
  - c. Approve amended COVID-19 resolution
  - d. Approval of NESC/USD Affiliate Agreement
  - e. Motion on purchase of UV wands
  - f. Approve amended appointments for Steering Committee in enrollment category 251-399 (Arlington, Castlewood, DeSmet, Deubrook, Estelline, Florence, Waverly, Willow Lake).
10. Executive Session 1-25-2 (1) Discussing the qualifications, competence, performance, character or fitness of any public officer or employee or prospective public officer or employee. The term, employee, does not include any independent contractor
11. Adjourn
12. Next Meeting will be held October 18, 2021 at 7pm at LATC with a virtual zoom attendance option as well.

# School Psychologists

## *Who are school psychologists?*

School psychologists have specialized training in both psychology and education. School psychologists are uniquely qualified members of school teams that support teachers' ability to teach and children's ability to learn. They provide direct educational, behavioral, and mental health services for children and youth, as well as work with families, school administrators, educators, and other professionals to create supportive learning and social environments for all students.

School psychologists understand:

- School systems
- Effective teaching
- Successful learning
- Mental health
- Child development
- Behavior
- Motivation
- Assessments

Today's children face more challenges than ever before, school psychologists can provide solutions for tomorrow's problems through thoughtful and positive actions today.

A South Dakota certified school psychologist has graduated from an approved school psychology graduate program or be nationally certified (NCSP) by the National School Psychology Certification Board.



In addition, South Dakota has a School Psychological Examiner certification. A school psychological examiner must be supervised by a certified school psychologist and the school psychological examiner's report must be cosigned by the supervising certified school psychologist.

## *What do school psychologists do?*

*Help students and schools achieve their best!*

School psychologists apply expertise in mental health, learning, and behavior to help children and youth succeed academically, socially, behaviorally, and emotionally. They provide assessment, support, and intervention services to students; partner with families, teachers, and other professionals to create safe, healthy, and supportive learning environments; work with school administrators to improve school-wide policies; and collaborate with community providers to coordinate services for students.



Learning Knows No Bounds

## *The National Practice Model Improves Outcomes for Students and Schools.*

School psychologists serve in almost every school in the country. They are a ready resource. Adopting the NASP Practice Model enables schools to make best use of their skills and expertise, and to give all students access to the services that can help them stay engaged and successful in school.

## **10 Domains of Practice**

Practices That Permeate All Aspects of Service Delivery

- **Data-Based Decision Making and Accountability**
- **Consultation and Collaboration**
- **Interventions and Instructional Support to Develop Academic Skills**
- **Interventions and Mental Health Services to Develop Social and Life Skills**
- **School-Wide Practices to Promote Learning**
- **Preventive and Responsive Services**
- **Family-School Collaboration Services**
- **Diversity in Development and Learning**
- **Research and Program Evaluation**
- **Legal, Ethical, and Professional Practice**

# SCHOOL PSYCHOLOGISTS

support students' ability to learn and  
teachers' ability to teach.

## THEY ARE EXPERTS IN



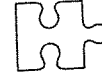
Learning



Behavior



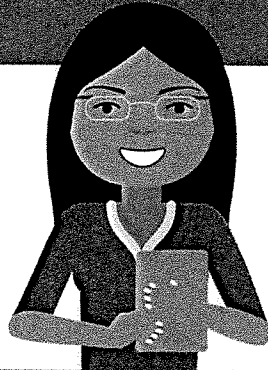
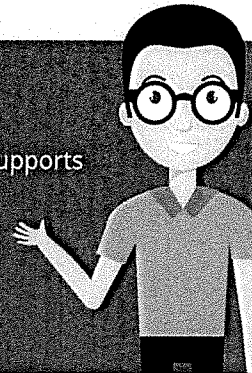
Mental Health



School Systems

## THEY PROVIDE

- Academic, behavioral, and mental health supports
- Evaluation, assessment, and data analysis
- Consultation with teachers and families
- Culturally responsive services
- Crisis prevention and response



## THEY SUPPORT

- Struggling and diverse learners
- Student achievement and well-being
- Safe and supportive learning environments
- School-family-community partnerships
- School-wide data-based decision making

## THEY SERVE

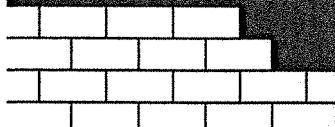
in schools and  
other educational  
and clinical settings.



## RECOMMENDED RATIO


1 school psychologist per **500–700** students

**Lowering barriers to learning is critical to  
children's success in school.**



Contact your school psychologist to find out  
how they can help.

School Psychologists:  
Helping Children Thrive • In School • At Home • In Life  
[www.nasponline.org](http://www.nasponline.org)

**NASP**   
NATIONAL ASSOCIATION OF  
School Psychologists

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE**  
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS, AND CASH BALANCES

	General Fund (10)	Special Education Fund (22)	Custodial Fund (71)	TOTAL ALL FUNDS
<b>CASH BALANCE</b>				
August 1, 2021	\$79,619.41	\$691,225.38	\$14,048.27	\$784,893.06

Receipts:

**Local Sources:**

1312 Center Base Tuition				\$0.00
1332 Extended School Year Tuition				\$0.00
1510 Interest	\$5.00	\$216.69		\$221.69
1941 ESA 1 OTHER SOURCES				\$0.00
1941 ESA 1 LEA Assessments				\$0.00
1941 Shared Services LEAs				\$0.00
1950 Refund Prior Year Expense				\$0.00
1990 Entry Fee				\$0.00
1990 SPED Assessments	\$1,169.85	\$194,582.18		\$195,752.03
1990 Reading Recovery	\$5,420.85			\$5,420.85
1990 Reading Recovery-Other LEAs				\$0.00
1990 Miscellaneous			\$2,312.50	\$2,312.50
1990 Northern Plains				\$0.00
1990 Special Projects-Indirect Cost				\$0.00
1990 Drug & Alcohol Pool				\$0.00
1990 Expensed Mileage				\$0.00

**State Sources:**

3119 Grants-in-Aid: Ed. Specialist				\$0.00
3900 Part C Funds		\$3,898.88		\$3,898.88
3900 Part B Funds				\$0.00
3900 ESA 1				\$0.00

**Federal Sources:**

4129 CRF				\$0.00
4175 IDEA Part B 611				\$0.00
4175 IDEA Part B 611-Private				\$0.00
4186 IDEA Part B 619				\$0.00

**Other Receipts:**

120 Accounts Receivable				\$0.00
140 Due from other Governments				\$0.00
Other Receipts				\$0.00

<b>Total Monthly Receipts</b>	<b>\$6,595.70</b>	<b>\$198,697.75</b>	<b>\$2,312.50</b>	<b>\$207,605.95</b>
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Balance Frwd plus Revenue to date	\$86,215.11	\$889,923.13	\$16,360.77	\$992,499.01
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Manual Journal Entry				\$0.00
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Manual Journal Entry Revenue				\$0.00
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<b>Less Salaries &amp; Disbursements</b>				
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Salaries	\$9,721.32	\$288,589.33		\$298,310.65
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Disbursements	\$9,704.19	\$44,217.84	\$1,422.01	\$55,344.04
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<b>Less Total Salaries &amp; Disbursements</b>	<b>\$19,425.51</b>	<b>\$332,807.17</b>	<b>\$1,422.01</b>	<b>\$353,654.69</b>
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<b>CASH BALANCE</b>				
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August 31, 2021	\$66,789.60	\$557,115.96	\$14,938.76	\$638,844.32
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**Balance Sheet**

Clearing Account XX-101-002	\$0.00	\$0.00	\$0.00	\$0.00
Checking Account XX-101	\$0.00	\$173,033.16	\$7,177.30	\$180,210.46
Money Market Savings XX-105	\$66,789.60	\$296,773.96	\$7,761.46	\$371,325.02
Certificates of Deposit XX-106	\$0.00	\$82,308.84	\$0.00	\$82,308.84
Imprest XX-108	\$0.00	\$5,000.00	\$0.00	\$5,000.00
<b>TOTALS</b>	<b>\$66,789.60</b>	<b>\$557,115.96</b>	<b>\$14,938.76</b>	<b>\$638,844.32</b>
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00

Revenue Summary Report

Processing Month: 08/2021

Regular; Processing Month 08/2021; Accounts to Include Accounts with  
Activity; Fund Number 10, 22

Fund: 10 GENERAL FUND

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
10 1510	INTEREST	325.00	5.00	344.02	105.85	(19.02)
10 1941 015	SHARED SERVICES-1 REV OTHER SOURCES- LEAs	74,760.04	0.00	74,760.04	100.00	0.00
10 1990 009	NON-SP.ED. ASSESSMENTS	7,503.93	1,169.85	1,169.85	15.59	6,334.08
10 1990 012	READING RECOVERY ASSESSMENTS	21,699.15	5,420.85	12,664.42	58.36	9,034.73
10 1990 013	READING RECOVERY-OTHER LEAs	5,712.23	0.00	0.00	0.00	5,712.23
10 1990 073	D&A POOL ASSESSMENTS	13,000.00	0.00	3,431.81	26.40	9,568.19
10 1990 200	EXPENSED MILEAGE FROM SPED	259,330.00	0.00	0.00	0.00	259,330.00
Subtotal: LOCAL SOURCES		382,330.35	6,595.70	92,370.14	24.16	289,960.21
10 4175 022	REGULAR IDEA PART B - MTSS	79,343.62	0.00	0.00	0.00	79,343.62
10 4195 126	GEER 1	440.55	0.00	0.00	0.00	440.55
Subtotal: FEDERAL SOURCES		79,784.17	0.00	0.00	0.00	79,784.17
Fund Total:		462,114.52	6,595.70	92,370.14	19.99	369,744.38

Regular; Processing Month 08/2021; Accounts to Include Accounts with  
Activity; Fund Number 10, 22

Fund: 22 SPECIAL EDUCATION FUND

Account Number	Description	Revised Budget	During Month	To Date	% of Budget	Budget Balance
22 1312	TUITION-CENTER BASE	645,967.38	0.00	100,491.40	15.56	545,475.98
22 1312 100	TUITION-ESY	100,000.00	0.00	0.00	0.00	100,000.00
22 1510	INTEREST	1,700.00	216.69	591.92	34.82	1,108.08
22 1990 003	SPED ASSESSMENTS	1,244,505.79	194,582.18	194,582.18	15.64	1,049,923.61
22 1990 018	MISCELLANEOUS	5,000.00	0.00	0.00	0.00	5,000.00
22 1990 019	SPECIAL PROJECTS INDIRECT COSTS	5,000.00	0.00	0.00	0.00	5,000.00
22 1990 021	DISTRICT ENTRY FEE	21,855.40	0.00	0.00	0.00	21,855.40
Subtotal: LOCAL SOURCES		2,024,028.57	194,798.87	295,665.50	14.61	1,728,363.07
22 3119 071	STATE GRANTS-IN-AID: ED.SPEC.	135,110.68	0.00	0.00	0.00	135,110.68
22 3900 013	STATE REVENUE: PART C FUNDS	40,000.00	3,898.88	6,533.93	16.33	33,466.07
22 3900 014	STATE REVENUE: PART B FUNDS	4,500.00	0.00	0.00	0.00	4,500.00
Subtotal: STATE SOURCES		179,610.68	3,898.88	6,533.93	3.64	173,076.75
22 4175 475	REGULAR IDEA PART B 611	1,940,036.00	0.00	0.00	0.00	1,940,036.00
22 4186 486	REGULAR IDEA PART B 619	54,469.00	0.00	0.00	0.00	54,469.00
22 4192 477	IDEA PT B 611 - ARP	443,358.00	0.00	0.00	0.00	443,358.00
22 4193 488	IDEA PT B 619 - ARP	39,257.00	0.00	0.00	0.00	39,257.00
22 4195 126	GEER 1	7,954.45	0.00	0.00	0.00	7,954.45
Subtotal: FEDERAL SOURCES		2,485,074.45	0.00	0.00	0.00	2,485,074.45
Fund Total:		4,688,713.70	198,697.75	302,199.43	6.45	4,386,514.27

Revenue Summary Report

Processing Month: 08/2021

Regular; Processing Month 08/2021; Accounts to Include Accounts with  
Activity; Fund Number 10, 22

	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
Grand Total:	5,150,828.22	205,293.45	394,569.57	7.66	4,756,258.65



**EXPENDITURE SUMMARY**  
Regular; Processing Month 08/2021; Fund Number 10, 22

Account Number	Account Description	BUDGET	CURRENT MO.EXP.	EXP. TO DATE	% OF BUDGET	BALANCE AT EOM
<b>GENERAL FUND</b>						
1111	READING RECOVERY	\$27,411.38	\$1,640.36	\$3,930.72	14.34	\$23,480.66
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$154,103.66	\$4,899.60	\$9,588.80	6.22	\$144,514.86
2227	TECHNOLOGY SUPPORT	\$7,845.99	\$473.87	\$903.22	11.51	\$6,942.77
2319	BOARD OF EDUCATION SERVICES	\$13,023.30	\$325.73	\$6,331.00	48.61	\$6,692.30
2329	ADMINISTRATION	\$31,608.50	\$2,300.13	\$4,711.80	14.91	\$26,896.70
2529	ADMINISTRATION-FISCAL SERVICES	\$9,616.41	\$701.25	\$1,915.80	19.92	\$7,700.61
2542	OPERATION & MAINTENANCE BLDGS.	\$4,483.28	\$189.16	\$216.65	4.83	\$4,266.63
2545	VEHICLE SERVICE	\$221,022.00	\$8,895.41	\$84,220.41	38.10	\$136,801.59
2551	DRUG & ALCOHOL TESTING POOL	\$13,000.00	\$0.00	\$0.00	0.00	\$13,000.00
10	GENERAL FUND	<u>\$482,114.52</u>	<u>\$19,425.51</u>	<u>\$111,818.40</u>	<u>23.19</u>	<u>\$370,296.12</u>
<b>22 SPECIAL EDUCATION FUND</b>						
1221	EXTENDED SCHOOL YEAR	\$100,000.00	\$28,690.41	\$71,364.90	71.36	\$28,635.10
1223	CENTER BASE DAY PROGRAMS	\$645,967.38	\$10,111.16	\$16,665.31	2.58	\$629,302.07
1226	EARLY CHILDHOOD SERVICES	\$404,163.17	\$4,460.78	\$7,447.47	1.84	\$396,715.70
2142	PSYCHOLOGICAL SERVICES	\$694,949.99	\$19,090.27	\$23,577.00	3.39	\$671,372.99
2152	SPEECH PATHOLOGY SERVICES	\$1,214,184.96	\$9,516.63	\$17,746.86	1.46	\$1,196,438.10
2171	PHYSICAL THERAPY	\$299,827.52	\$20,269.78	\$40,330.56	13.45	\$259,496.96
2172	OCCUPATIONAL THERAPY	\$549,171.03	\$26,278.86	\$50,953.18	9.28	\$498,217.85
2213	PROFESSIONAL DEVELOPMENT/PRESERVICE&TCAP	\$2,500.00	\$0.00	\$0.00	0.00	\$2,500.00
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$135,110.68	\$6,697.59	\$13,026.41	9.64	\$122,084.27
2227	TECHNOLOGY SUPPORT	\$79,331.76	\$4,779.97	\$9,109.69	11.48	\$70,222.07
	BOARD OF EDUCATION SERVICES	\$101,346.66	\$3,293.52	\$64,013.50	63.16	\$37,333.16
2329	ADMINISTRATION	\$319,597.00	\$23,259.09	\$47,645.98	14.91	\$271,951.02
2529	ADMINISTRATION-FISCAL SERVICES	\$97,232.58	\$7,090.47	\$19,371.00	19.92	\$77,861.58
2542	OPERATION & MAINTENANCE BLDGS.	\$45,330.97	\$1,912.62	\$2,190.62	4.83	\$43,140.35
22	SPECIAL EDUCATION FUND	<u>\$4,688,713.70</u>	<u>\$165,451.15</u>	<u>\$383,442.48</u>	<u>8.18</u>	<u>\$4,305,271.22</u>
Grand Total:		<u>\$5,170,828.22</u>	<u>\$184,876.66</u>	<u>\$495,260.88</u>	<u>9.58</u>	<u>\$4,675,567.34</u>

Activity Fund Balance Report - Summary - Exclude Encumbrances  
08/2021 - 08/2021

Regular; Beginning Month 08/2021; Processing Month 08/2021; Accounts to Include Accounts with Activity; Fund  
Number 71

Fund: 71      AGENCY FUND

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
71 430 800	IMPREST ACCOUNT	5,000.00	983.10	0.00	0.00	4,016.90
71 453	SANFORD FLEX	9,048.27	438.91	2,312.50	0.00	10,921.86
	Fund Total: 71	14,048.27	1,422.01	2,312.50	0.00	14,938.76

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, August 16, 2021

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, August 16, 2021 via Teleconference, Zoom and at Lake Area Technical College in Watertown, SD. The meeting was called to order by President Schuurman at 7:00 P.M. and adjourned at 7:31 P.M.

**Members present:**

Jason Julius, Castlewood; Malory McIntire, Clark; Barb Asleson, De Smet; Carie Knutson, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Christopher Verhoek, Estelline; Joe Homola, Hamlin; Paula Blue, Henry; Jerod Olson, Lake Preston; Brian Hanson, Oldham/Ramona; Lana Sand, Rosholt; Ryan Olson, Rutland; David Squires, Sioux Valley; Lisa Amdahl, Summit; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Tia Felberg, Willow Lake

**Absent:**

Jolene King, Arlington; Gary Brassfield, Britton-Hecla; Lisa Lauterhahn, Enemy Swim Day School; Jon Kahnke, Florence; Greg Bich, Iroquois; Art Berger; Waubay; Mary Campbell, Wilmot

**Others Attending:**

NESC Staff Representatives: Shelly Skogstad, Jessica Fischer

Member District Superintendents: None present

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

**Call to Order**

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

**Agenda review, changes, and approval**

*Action #22-12* Motion by J. Homola, second by C. Knutson, to approve the agenda with the change to remove 7d. All present voted, motion carried.

**Introduction of Guests**

Shelly Skogstad and Jessica Fischer were introduced as guests.

**Conflicts of Interest**

No conflicts of interest were presented.

**Public Comment**

No public comments were presented.

**Financial Report**

**Action #22-13** Motion by L. Sand, second by J. Homola, to approve the financial report for the period ending July 31, 2021. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
<b>July 1, 2021</b>	<b>\$188,707.05</b>	<b>\$967,734.28</b>	<b>\$11,275.81</b>
<u>Receipts:</u>			
Local Sources	\$339.02	\$375.23	\$3,303.07
State Sources		\$2,635.05	
Federal Sources			
Other	\$66,405.05	\$147,244.00	
<u>Total Monthly Receipts</u>	<u>\$66,744.07</u>	<u>\$150,254.28</u>	<u>\$3,303.07</u>
Total Gross Receipts	\$255,451.12	\$1,117,988.56	\$14,578.88
Manual Journal Entries			
Less Salaries	\$9,713.32	\$305,860.91	
Less Disbursements	\$166,118.39	\$120,902.27	\$530.61
<u>Total Salaries &amp; Disbursements</u>	<u>\$175,831.71</u>	<u>\$426,763.18</u>	<u>\$530.61</u>
<u>Ending Cash Balance</u>			
<b>July 31, 2021</b>	<b>\$79,619.41</b>	<b>\$691,225.38</b>	<b>\$14,048.27</b>

#### Consent Agenda

**Action #22-14** Motion by D. Squires, second by P. Blue to approve the following items on the Consent Agenda: 7a) Approval of July 19, 2021 Board of Directors minutes; 7b) Approval of payment of August 2021 budget claims; 7c) Approval of audit engagement letter for FY21, Quam, Berglin & Post, P.C.; 7e) Approval of Paraprofessional Contracts: Leslie Olson, \$14.30/hr – Paraprofessional Webster Center Base; Jordan Bauer, \$14.40/hr – Paraprofessional Webster Center Base; Saphire Anderson, \$14.30/hr – Paraprofessional Webster Center Base; 7f) Approval of SWWC increase in 5 contract days; 7g) Approval of substitute contract: Jody Gary, \$150/day. All present voting in favor, motion carried.

#### August 2021 Accounts Payable

**General Fund:** BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 452.49; CENEX FLEETCARD MAINT & GASOLINE 1,499.41; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 15.35; DUST TEX SERVICE, INC. JULY RUG RENTAL 4.81; EMC INSURANCE FY22 ADD VEH COV 311.31; GESSWEIN MOTORS, INC. MAINT 481.45; HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 366.45; NESC PAYROLL AUGUST 2021 9,721.32; PALMLUND AUTOMOTIVE MAINT 2,729.01; ROB'S AUTO REPAIR MAINT 3,269.02; SANFORD HEALTH PLAN HSA/FSA FEES 5.79; SDASBO T.S. REGIS 6.75; TOWN OF HAYTI WATER 3.65; TWIN VALLEY TIRE, INC. MAINT 550.07; WATERTOWN PUBLIC OPINION MINUTES 8.63

**Fund Total: \$19,425.51**

**Special Education Fund:** BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 19,905.02; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 155.26; DUST TEX SERVICE, INC. JULY RUG RENTAL 48.66; EMC INSURANCE FY22 ADD VEH COV 3,147.69; GRAHAM, TRACI NASP DUES 220.00; HAMLIN SCHOOL DISTRICT JUNE 2021 ESY MI 253.68; HAUG, COURTNEY JUNE/JULY 2021 ESY MI 299.46; KOEGL, SHERI JUNE/JULY 2021 ESY MI 154.98; LEASE, JENNIFER JULY 2021 ESY MI 158.76; MICKELSEN-STRUBEL, LISA OT REGIS 250.00; NESC PAYROLL AUGUST 2021 288,589.33; PARENT JULY ESY MI 30.24; SANFORD HEALTH PLAN HSA/FSA FEES 58.56; SDASBO T.S. REGIS 68.25; SW/WC SERVICE COOPERATIVE BEHAVIOR ANALYST CONTRACT 18,924.00; TOWN OF HAYTI WATER 36.85; WATERTOWN PUBLIC OPINION MINUTES 87.27; WENZ, MELODY JULY 2021 ESY MI 8.40; WEST, LINDSEY JULY 2021 ESY MI 410.76

**Fund Total: \$332,807.17**

### Discussion Items

#### Director's Report

Director Powell gave her monthly report.

#### Assistant Director's Report

Assistant Director Frewing gave his monthly report.

#### Chairperson appointment of Steering/Negotiations Committee Members

President Schurrman appointed the following to join himself and Vice-President P. Thyen on the steering committee: L. Crooks, J. Homola, P. Blue, J. Olson, M. Prins, and T. Felberg.

#### NESC Employees are essential workers

Discussion was held on NESC employees continuing on as essential workers.

### Action Items

*Action #22-15 Motion* by J. Homola, second by J. Olson to remove Jerry Aberle and Cory Akin and authorize signature cards to be updated to the following: Reg. Checking - Tiffany Stormo and Arend Schuurman; Payroll Clearing – Tiffany Stormo and Arend Schuurman; Custodial - Tiffany Stormo and Andrea Powell; MM Savings –Tiffany Stormo and Andrea Powell; CD – Tiffany Stormo. All present voting in favor, motion carried.

#### Approval of changing open enrollment for HSA/Flex to May of each year

*Action #22-16 Motion* by P. Blue, second by J. Homola to approve the open enrollment time for HSA/Flex to occur in May of each year. All present voting in favor, motion carried.

#### Approval of NESC substitute pay

*Action #22-17 Motion* by B. Asleson, second by D. Squires to approve NESC substitute pay: Non-Certified - \$100/day; Non-Certified Long Term Substitute - after 10 consecutive days - \$110/day; Certified Staff - \$115/day; Certified Long Term Substitute – after 10 consecutive days - \$125/days; Specialized Staff will be decided case by case basis. All present voting in favor, motion carried.

### Executive Session

No executive session was held.

### Adjournment

*Action #22-18* With there being no further business, motion by C. Knutson, second by J. Homola, 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, September 20, 2021 at 7:00 P.M.

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Arend Schuurman, President

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Tiffany Stormo, Business Manager

## Northeast Educational Services Cooperative

## SEPTEMBER 2021 INVOICES

GENERAL FUND - 10

AAA PURE WATER	WATER FILTER	9.90
ALPHA MEDIA LLC	EMPLOY AD	47.52
ANDERSON, SAPHIRE	BACKGROUND CHECK	3.89
ASBSD	A.P. REGIS ASBSD-SASD	16.65
CENEX FLEETCARD	MAINT & GASOLINE	3,018.53
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	11.97
DUST TEX SERVICE, INC.	SEPT RUG RENT	10.00
ESTELLINE COMMUNITY OIL CO.	MAINT	47.51
GEOTEK ENG & TESTING SERVICES, INC	MAINT	96.01
GESSWEIN MOTORS, INC.	MAINT	76.72
HAMLIN COUNTY FARMERS COOP	MAINT & GASOLINE	555.17
HUMANITY LAUNCH, LLC, THE	SPEAKER	180.00
HUNTIMER, KIMBERLY	BACKGROUND CHECK	4.79
MATTERN, MALLORIE	BACKGROUND CHECK	5.69
MEYER, MARIA	REIMB MI	126.04
NESC IMPREST	IMPREST	155.21
NESC PAYROLL	SEPT 2021	9,857.82
OHIO STATE UNIVERSITY, THE	SET UP/ENTRY FEE	950.00
OLSON, LESLIE	BACKGROUND CHECK	4.79
OTTERTAIL POWER CO.	ELEC	23.83
POWELL, ANDREA	BACKGROUND CHECK	3.89
ROB'S AUTO REPAIR	MAINT	1,360.65
RON'S AUTO REPAIR	MAINT	283.31
SANFORD HEALTH PLAN	HSA/FSA FEES	5.79
SCOTTING, ANGELA	BACKGROUND CHECK	4.79
STEVENSON, ELLEN	BACKGROUND CHECK	4.79
SWENSON, CODY	BACKGROUND CHECK	4.79
TOWN OF HAYTI	WATER	18.23
W.W. TIRE SERVICE	MAINT	57.90
WATERTOWN PUBLIC OPINION	MINUTES	38.90
<u>GENERAL FUND TOTAL:</u>		<u>16,985.08</u>

SPECIAL EDUCATION FUND - 22

AAA PURE WATER	WATER FILTER	100.10
ALPHA MEDIA LLC	EMPLOY AD	480.48

ANDERSON, SAPHIRE	BACKGROUND CHECK	39.36
ASBSD	A.P. REGIS ASBSD-SASD	168.35
BRITTON-HECLA SCHOOL DISTRICT	MI TO DISTRICT	86.52
BYTESPEED, LLC	TECH	1,000.00
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	120.98
DUST TEX SERVICE, INC.	SEPT RUG RENT	101.18
GENT, MELISSA	REIMB MI	44.10
GEOTEK ENG & TESTING SERVICES, INC	MAINT	970.74
HUMANITY LAUNCH, LLC, THE	SPEAKER	1,820.00
HUNTIMER, KIMBERLY	BACKGROUND CHECK	48.46
MARTIAN, EMILY	AUG 21 ESY MI	47.04
MATTERN, MALLORIE	BACKGROUND CHECK	57.56
MEYER, MARIA	NASP DUES	220.00
NESC PAYROLL	SEPT 2021	311,064.50
PARENT	ESY/CB REIMB MI	70.56
NESC IMPREST	IMPREST	827.89
OLSON, LESLIE	BACKGROUND CHECK	48.46
OTTERTAIL POWER CO.	ELEC	240.91
POWELL, ANDREA	BACKGROUND CHECK	39.36
SANFORD HEALTH PLAN	HSA/FSA FEES	58.56
SCOTTING, ANGELA	BACKGROUND CHECK	48.46
SD DEPT. OF EDUCATION	ZOOM LIC	22.50
SKOGSTAD, SHELLY	NASP DUES	220.00
STEVENSON, ELLEN	BACKGROUND CHECK	48.46
SWENSON, CODY	BACKGROUND CHECK	48.46
TOWN OF HAYTI	WATER	184.27
WATERTOWN PUBLIC OPINION	MINUTES	393.33
WENZ, MELODY	AUG 21 ESY MI	25.62
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>318,646.21</u>
<u>SEPTEMBER 2021 INVOICES TOTAL:</u>		<u>335,631.29</u>

Northeast Educational Services Cooperative

SEPTEMBER 2021 INVOICES -2

GENERAL FUND - 10

APEX LEARNING

APEX SEATS

7,730.00

GENERAL FUND TOTAL:

7,730.00

SEPTEMBER 2021 INVOICES 2 TOTAL:

7,730.00



## Northeast Educational Services Cooperative

## SEPTEMBER 2021 BMO INVOICES

GENERAL FUND - 10

A-I COMPUTER SOLUTIONS	TECH	3.60
AMAZON	TEC,RR SUPP	100.72
AMSTERDAM PRINTING&LITHO,CORP.	PLANNERS	24.93
APPLE INC.	TECH EQ	101.52
HAMLIN COUNTY PUBLISHING	RENEWAL	4.05
HY-VEE FOOD STORE	IN-SERV, BOD 8/16,BOA 9/1	43.02
INNOVATIVE OFFICE SOLUTIONS	O&M SUPP	0.95
ITC TELECOM	AUG PHONE SERV	38.98
LONGLEAF SERVICES	ADMIN SUPP	19.44
NORTHERN PLAINS	S.S. REGIS, A.P., T.F. REGIS	13.50
QDOBA MEXICAN GRILL	IN-SERV	81.00
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	1.08
US POSTAL SERVICE	POSTAGE	9.72
VERIZON WIRELESS	JULY CELL SERV/ADMIN SUPP	27.93
<u>GENERAL FUND TOTAL:</u>		<u>470.44</u>

SPECIAL EDUCATION FUND - 22

A-I COMPUTER SOLUTIONS	TECH	36.40
AMAZON	TECH, CB, SLP, PSYCH SUPP	1,496.32
AMSTERDAM PRINTING	PLANNERS	252.12
APPLE INC.	TECH EQ	1,026.48
CPI	CPI SEATS - WILLOW LAKE/DEUEL	1,788.90
ETS	PARA PRO TEST	55.00
HAMLIN COUNTY PUBLISHING	RENEWAL	40.95
HY-VEE FOOD STORE	IN-SERV, BOD 8/16,BOA 9/1	434.95
INNOVATIVE OFFICE SOLUTIONS	O&M, CB SUPP	102.99
ITC TELECOM	AUG PHONE SERV	394.18
LONGLEAF SERVICES	ADMIN SUPP	196.56
MARSHALL CO. HEALTHCARE CENTER	PT/OT SERVICES	719.50
MEDBRIDGE, INC	CREDIT	(9.00)
MULTI-HEALTH SYSTEMS, INC.	PSYCH SUPP	210.00
NORTHERN PLAINS	S.S. REGIS, A.P., T.F. REGIS	211.50
QDOBA MEXICAN GRILL	IN-SERV	819.00
SANFORD WEBSTER MEDICAL CENTER	OT SERV	2,717.18
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	58.90

US POSTAL SERVICE	POSTAGE	98.28
VERIZON WIRELESS	JULY CELL SERV/ADMIN SUPP	362.40
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>11,012.6:</u>
<u>SEPTEMBER 2021 BMO INVOICES TOTAL:</u>		<u>11,483.05</u>



A part of BMO Financial Group

## INVOICE

September 05, 2021

Northeast Educational  
310 5th Street  
Hayti, SD 57241  
ATTN:

**Invoice Number: 0703531-2109**

**Invoice Amount: \$ 11,483.05**

This invoice amount represents the total balances of all Corporate Card accounts for the billing period ending September 05, 2021.

Your payment is due **October 02, 2021**.

Payment will be automatically withdrawn from your bank account if your organization has pre-arranged payment. If not, please remit payment by electronic means or by mailing a cheque for the Invoice amount to the appropriate address below. Payments must be sent with a detailed breakdown of how the payment needs to be applied, including the 16 digit card numbers and the total amount to be paid to each individual card.

BMO Harris Accounts	Diners Club Accounts
Payment By Mail	Payment By Mail
BMO Harris P.O. Box 5732 Carol Stream, IL 60197-5732	Diners Club P.O. Box 5732 Carol Stream, IL 60197-5732
Payment By Overnight Delivery	Payment By Overnight Delivery
FIS BMO Harris Bank Attn: Lockbox# 5732 270 Remington Blvd, Suite B Bolingbrook, IL 60440	FIS BMO Harris Bank Attn: Lockbox# 5732 270 Remington Blvd, Suite B Bolingbrook, IL 60440

If you have any questions regarding this invoice or supporting documents, please contact Corporate Client Services:

BMO Harris Accounts	Diners Club Accounts
By Phone: 1-855-825-9234	By Phone: 1-800-2-DINERS (1-800-234-6377)
By e-mail: corporate.clientservices@bmo.com	By e-mail: dinersclub.service@bmo.com

Thank you for your continued business.

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Please attach a copy of this invoice or the information below this line with your cheque payment.

Northeast Educational  
310 5th Street  
Hayti, SD 57241

Invoice Number: 0703531-2109  
Amount Paid: \$ 11,483.05  
Payment Due Date: October 02, 2021

RUN DATE: 09/09/2021

# Transaction Search - Company

Amounts are tax inclusive and displayed in their billing currency

As an administrator you may make adjustments to these transactions

Print Transactions

Print Statement Period 08/06/2021 to 08/26/2021

Applied Taxes

Billing Account 032312

Posting Date	Tran Date	Account	Supplier	Amount
08/26/2021	08/26/2021	XXXX-XXXX-XXXX-2312	Payment - Automatic Pymt Received	-20,357.51
			Debit Total USD	0.00
			Credit Total USD	-20,357.51
			Total USD	-20,357.51

DWELL ANDREA

Posting Date	Tran Date	Account	Supplier	Amount
08/12/2021	08/11/2021	XXXX-XXXX-XXXX-0787	Ets Par	55.00 ?
			Debit Total USD	55.00
			Credit Total USD	0.00
			Total USD	55.00

Boyd Brenda

Posting Date	Tran Date	Account	Supplier	Amount
08/06/2021	08/05/2021	XXXX-XXXX-XXXX-9401	Crisis Prevention	989.10 ?
08/09/2021	08/08/2021	XXXX-XXXX-XXXX-9401	Apple.Com/Us	279.00 ?
08/09/2021	08/08/2021	XXXX-XXXX-XXXX-9401	Apple.Com/Us	849.00 ?
08/23/2021	08/20/2021	XXXX-XXXX-XXXX-9401	A-I Computer Solutions	40.00 ?
09/01/2021	08/31/2021	XXXX-XXXX-XXXX-9401	Crisis Prevention	799.80 ?
			Debit Total USD	2,956.90
			Credit Total USD	0.00
			Total USD	2,956.90

Admin Nesc

Posting Date	Tran Date	Account	Supplier	Amount
08/09/2021	08/06/2021	XXXX-XXXX-XXXX-7540	Innovative Office Solu	10.57 ?
08/17/2021	08/16/2021	XXXX-XXXX-XXXX-7540	Hy-Vee Watertown 1871	239.97 ?
08/23/2021	08/21/2021	XXXX-XXXX-XXXX-7540	Innovative Office Solu	93.37 ?
08/26/2021	08/25/2021	XXXX-XXXX-XXXX-7540	Usps Po 4637080684	108.00 ?
			Debit Total USD	451.91
			Credit Total USD	0.00

Total USD 451.91

Normo Tiffany

Orig Date	Tran Date	Account	Supplier	Amount	
08/09/2021	08/06/2021	XXXX-XXXX-XXXX-0837	Pp Hamlincount	45.00	?
08/09/2021	08/07/2021	XXXX-XXXX-XXXX-0837	Amzn Mktp US 2p7ma4s00	8.41	?
08/10/2021	08/09/2021	XXXX-XXXX-XXXX-0837	Hy-Vee Watertown 1871	190.94	?
08/10/2021	08/09/2021	XXXX-XXXX-XXXX-0837	Amsterdam Prnt & Litho	277.05	?
08/11/2021	08/10/2021	XXXX-XXXX-XXXX-0837	Qdoba #2814	900.00	?
08/11/2021	08/11/2021	XXXX-XXXX-XXXX-0837	Amzn Mktp US 2p5rd1qz2	154.49	?
08/12/2021	08/10/2021	XXXX-XXXX-XXXX-0837	Medbridge, Inc	-9.00	?
08/12/2021	08/10/2021	XXXX-XXXX-XXXX-0837	Longleaf Services Inc	216.00	?
08/13/2021	08/12/2021	XXXX-XXXX-XXXX-0837	In Time Management Sy	59.98	?
08/13/2021	08/13/2021	XXXX-XXXX-XXXX-0837	Vzwrlls My Vz Vb P	390.33	?
08/16/2021	08/12/2021	XXXX-XXXX-XXXX-0837	Interstate Telecommuni	433.16	?
08/18/2021	08/17/2021	XXXX-XXXX-XXXX-0837	Amazon.Com 2d9dn0mz0	76.49	?
08/19/2021	08/18/2021	XXXX-XXXX-XXXX-0837	Sp Mhs: Multi-Health	210.00	?
08/19/2021	08/19/2021	XXXX-XXXX-XXXX-0837	Amzn Mktp US 2d45q78e0	22.94	?
08/20/2021	08/19/2021	XXXX-XXXX-XXXX-0837	Amzn Mktp US 2d5ly9qr0	29.99	?
08/20/2021	08/20/2021	XXXX-XXXX-XXXX-0837	Amzn Mktp US 2d56f1082	100.71	?
08/20/2021	08/20/2021	XXXX-XXXX-XXXX-0837	Amzn Mktp US 2d84389x1	24.98	?
08/23/2021	08/20/2021	XXXX-XXXX-XXXX-0837	Usu Taese Online	225.00	?
08/23/2021	08/23/2021	XXXX-XXXX-XXXX-0837	Amazon.Com 2d0v40uo0	168.00	?
08/24/2021	08/23/2021	XXXX-XXXX-XXXX-0837	Marshall County Health	719.50	?
08/25/2021	08/24/2021	XXXX-XXXX-XXXX-0837	Amzn Mktp US 2d1h51y10	4.99	?
08/26/2021	08/25/2021	XXXX-XXXX-XXXX-0837	Amzn Mktp US 258ys54z0	26.99	?
08/26/2021	08/25/2021	XXXX-XXXX-XXXX-0837	Amazon.Com 253wc1460	477.33	?
09/01/2021	08/31/2021	XXXX-XXXX-XXXX-0837	Sanford Credit Card Pm	2,717.18	?
09/02/2021	09/01/2021	XXXX-XXXX-XXXX-0837	Amzn Mktp US 256zp8nn2	41.78	?
09/02/2021	09/01/2021	XXXX-XXXX-XXXX-0837	Hy-Vee Watertown 1871	47.06	?
09/03/2021	09/02/2021	XXXX-XXXX-XXXX-0837	Amzn Mktp US 258ga3jy2	69.99	?
09/03/2021	09/02/2021	XXXX-XXXX-XXXX-0837	Amzn Mktp US 259kp0de0	389.95	?
Debit Total USD				8,028.24	
Credit Total USD				-9.00	
Total USD				8,019.24	

Northeast Educational Services Cooperative  
Advisory Board Meeting  
Wednesday, September 1, 2021

The Advisory Board for the Northeast Educational Services Cooperative (NESC) met Wednesday, September 1, 2021 at Hy-vee in Watertown, South Dakota. The meeting was called to order by FY21 President Schuster at 10:03 A.M. and adjourned at 11:05 A.M.

Present: Brian Sampson, Arlington; Steve Benson, Britton-Hecla; Peter Books, Castlewood; Abi Van Regenmorter, DeSmet; Chad Schiernbeck, Deuel; Eric Bass, Estelline; Mitch Reed, Florence – entered at 10:13 A.M.; Patrick Kraning, Hamlin; Todd Obele, Henry; Mike Ruth, Iroquois – entered at 10:15 A.M.; Dana Felderman, Lake Preston; Mike Fischer, Oldham/Ramona; Brian Nelson, Rosholt; Brian Brosnahan, Rutland; Laura Schuster, Sioux Valley; Mike Schmidt, Summit; Alan Neville, Waubay; James Block, Webster; Chris Lee, Willow Lake; Larry Hulscher, Wilmot

Absent: Travis Ahrens, Clark; Kimberly Kludt, Deubrook; Brian Jandahl, Elkton; Nadine Eastman, Enemy Swim; Jon Meyer, Waverly/South Shore

Others Attending: Andrea Powell, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

ADVISORY BOARD AGENDA

Call to Order

FY21 President Schuster called the meeting to order at 10:03 A.M.

Motion by P. Kraning and second by E. Bass to approve the agenda with the addition of 12) Cooperative purchase of DocuSign.

Introduction of Members

New members include Travis Ahrens, Clark; Brian Brosnahan, Rutland

Laura Schuster President

Laura Schuster of Sioux Valley will stand as president for the 21-22 school year.

Motion by J. Block and second by P. Books to approve Laura Schuster as president for FY22.

Financial Report

Business Manager Stormo reviewed the financial report for July 2021.

Meeting dates for 21-22

Advisory Board will meet October 6, November 3, December 1, January 5, February 3 – tentative, March 2, April 6 and May 4.

#### COVID & Virtual Instruction

Director Powell reminded BOA that when special education services are missed due to school closures, IEP teams should meet to determine if FAPE was provided.

#### Parent Surveys, Parent Rights Booklets

Director Powell delivered parent surveys from DOE and discussed the new parent right booklets.

#### Superintendent Rotation for Board meetings

Todd Obele will represent the small schools, Mitch Reed will represent the medium schools and Jim Block will represent the large schools.

#### CPI (Crisis Prevention Institute) training

Director Powell informed the BOA that NESC can offer CPI training to their staff and should be arranged with Brenda Boyd.

#### Medical Cannabis

Discussion was held regarding medical cannabis.

#### Adaptive PE – Certified Adaptive PE Teacher

Director Powell provided information about DOE requirements for Adaptive PE.

#### Annual Internal Review

Discussion was held on regarding the annual internal review required by each district.

#### Cooperative purchase of Docusign

Discussion was held on Cooperative purchasing Docusign as a COOP.

#### BCBA Hours and contact

Assistant Director Frewing presented information about the districts through the group purchase BCBA hours.

#### Developmental Screening contact list and timeline

Assistant Director Frewing discussed information about developmental screenings in the cooperative.

#### New alignment of school districts based on December 1, 2020

Director Powell discussed some districts status as small, medium, or large districts changed due to their enrollments reported from December 1, 2020.

#### NESC Fall 2022 In-service

Director Powell discussed the possibility of Jon Perricone speaking at a future PD event.

#### Exit Interviews

Discussion was held on upcoming exit interviews for districts receiving an RDA review.

#### SPED Director calls

Director Powell reminded BOA that SPED Director calls are the 3<sup>rd</sup> Tuesday of the month.

NESC as a USD Affiliate

Discussion was held on the possibility of NESC being a USD Affiliate.

Zoom option

Discussion was held on continuing Zoom during BOA meetings.

IEPQ: [sd.iepq.org](http://sd.iepq.org)

Discussion was held on IEPQ as a resource for special education teachers.

School visits

Director Powell will start visiting schools in September.

Adjournment

There being no further business, motion by P. Books, second by M. Fischer to adjourn. All present voting in favor, motion carried.

Tiffany Stormo, Business Manager



## **Board Resolution #21-2**

**\*NESC staff members should follow the below guidelines, or those of the school districts they serve, whichever is more restrictive.**

To ensure continuity of operations of essential functions, the Northeast Educational Services Cooperative Board of Directors designates all Cooperative employees as Critical Infrastructure Workers for the duration of the COVID-19 pandemic and while the Cooperative is utilizing face-to-face instruction. The Northeast Educational Services Cooperative does not have available the necessary substitute staff in sufficient numbers, nor the necessary personnel to fill in for absent staff members, to keep the Cooperative's services in operation. The CDC (Center for Disease Control) advises that critical infrastructure workers may be permitted to continue working following potential exposure to COVID-19, provided they remain asymptomatic and additional precautions are implemented to protect them and the school community.

A potential exposure means being a household contact or having 15 total minutes of exposure to an infected person at 6 feet or less over a 24-hour period with a confirmed or suspected COVID-19 individual. The timeframe for having contact with an individual includes the period of 48 hours (about 2 days) before the individual became symptomatic.

Critical infrastructure workers who have had an exposure but remain asymptomatic will adhere to the following practices prior to and during their work shift:

1. Positive Case in the Employee's Household and deemed as close contact by DOH.

Follow the Department of Health's quarantine period and return to work once quarantine has been lifted, or follow the policy of the school district in which the employee is assigned.

2. The SD Department of Health has deemed an employee as a close contact by a confirmed case of COVID-19 outside of the employee's home:

- a. Self-quarantine for 72 hours (about 3 days) from the onset of the confirmed individual in which you were in close contact and return to work provided you remain asymptomatic, or follow the policy of the school district in which the employee is assigned and follow the below guidelines:

### **Pre-Screen:**

The employee will check their temperature and assess their symptoms prior to the employee starting work in the morning.

### **Regular Monitoring:**

If the employee does not have a fever or other symptoms associated with COVID-19, the employee should self-monitor for symptoms and check their temperature an additional two times during the school day.

### **Wear a Mask:**

The employee should always wear a face mask while in the workplace for 14 days (about 2 weeks) after the last exposure.

### **Social Distance:**

The employee should maintain a social distance of 6 feet and practice social distancing as work duties permit in the workplace.

**Disinfect and Clean Work Spaces:**

All work areas such as offices, bathrooms, shared areas, and shared equipment will be cleaned routinely.

If the employee becomes ill with COVID-19 like symptomology during the school day, the employee will be sent home immediately. Surfaces in their workspace will be cleaned and disinfected. Appropriate notification to the SD Department of Health will be made following established protocols. Others at the school facility with close contact within 6 feet of the employee during this time would be considered close contact.

**I am vaccinated, what do I need to do?**

According to the Centers for Disease Control and Prevention (CDC), fully vaccinated individuals who are asymptomatic do not need to quarantine at home following exposure. These individuals, however, should be tested 3-5 days following the date of their exposure. They should also wear a mask in public indoor settings for 14 days (about 2 weeks) or until they have received a negative result. If the result is positive, the individual should follow COVID-19 isolation procedures.

**Can staff or students who are fully vaccinated still become sick with COVID-19 and transmit to others?**

According to the Department of Education and Department of Health: Yes. The SARS-CoV-2 virus can cause even fully vaccinated individuals to become sick with and transmit COVID-19 to others. However, vaccines, along with appropriate mitigation efforts, are still recommended as the best way to slow the spread of the virus. Vaccines keep individuals from getting sick, being hospitalized, or dying from COVID-19.

**I am not vaccinated, what do I need to do?**

For individuals not fully vaccinated, the Centers for Disease Control and Prevention (CDC) recommends 14 days (about 2 weeks) of quarantine from the day of last exposure to a person with COVID-19. The quarantine period is the length of the incubation period (or how long it may take a person to become ill with COVID-19) for COVID-19.

**\*CDC has provided 2 alternatives that have been adopted by the South Dakota Department of Health:****Release from quarantine after 7 days:****\* Assumes the person in quarantine:**

- ~Has remained asymptomatic and
- ~has a negative molecular or rapid antigen test that was collected on day 5 or later, after their last contact with a person with COVID-19, and
- ~continues to mask and monitor their symptoms for the remainder of the 14-day period.

**Release from quarantine after 10 days:****\* Assumes the person in quarantine:**

- ~Has remained asymptomatic and, is not tested, and continues to mask and monitor their symptoms for the remainder of the 14-day period.

~both 7- and 10-day quarantine: if an individual begins experiencing symptoms at any point during the 14 days (even if tested negative), they should remain at home or return home and seek testing.

**What COVID-19 testing options are available for NESC staff for the 2021-22 school year?**

The South Dakota Department of Health (DOH) has made available to schools two testing options:

Abbott BinaxNOW rapid antigen test kits, and Quidel QuickVue over-the-counter (OTC) test kits.

**\*\*\*NESC has opted to participate in the Quidel QuickVue OTC test kits.\*\*\***

Test kits are distributed based on the cooperative's staff population, and are available for schools to use within their school community as best fits their needs. These tests, unlike the Abbott BinaxNOW tests, may be sent home with a student or staff and performed at home. The Quidel QuickVue OTC test is appropriate for symptomatic or asymptomatic individuals.

**Can the Quidel QuickVue OTC test be used to meet the testing criteria for release from quarantine after day 7, even with asymptomatic individuals?**

Yes, provided the result is negative and the individual remains asymptomatic. If symptomatic and a negative test, it is recommended for the individual to consult with their medical provider and pursue re-testing for confirmation. If ill, individuals should remain at home.

NESC will work with each district on an individual basis to determine the safest avenue for the delivery of services. When possible, NESC will encourage alternative means of providing services to its member districts.

## AFFILIATION AGREEMENT

This Agreement, entered into this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ between Northeast Educational Services Cooperative, located in Hayti, SD (hereinafter referred to as the "Facility"), and the University of South Dakota Division of Health Affairs (hereinafter referred to as the "School"). The Facility and the School are individually referred to herein as "Party" and collectively referred to herein as "Parties".

WHEREAS, the purpose of this AGREEMENT is to guide and direct the Parties respecting their affiliation, working arrangements, and agreements to provide high-quality clinical learning experiences for students in healthcare professions and allow them, through their participation in health care delivery at rural, small community, and urban sites, to become familiar with medical practice; and

WHEREAS, the School has established (an) approved clinical and/or fieldwork experience(s) for students within health care professions as designated by the specific academic program (as defined in Addendum A) covered by this Agreement (hereinafter referred to as the "Program"); and

WHEREAS, the School is ultimately responsible for the academic program, academic affairs, education/assessment of students, and appointment/assignment of faculty with responsibility for teaching; and

WHEREAS, the Program's and the School's administration(s) including department heads have authority to ensure faculty and student access to appropriate resources for student education; and

WHEREAS, the Program requires facilities where students can obtain the clinical learning experience required in its curriculum; and

WHEREAS, the Facility has the clinical setting(s) and equipment needed by Program's students as part of their practical learning experience and agrees to share responsibility with the School for creating and maintaining an appropriate learning environment;

NOW, THEREFORE, in consideration of the foregoing and of the mutual promises set forth herein, the School and the Facility agree as follows:

### 1. RESPONSIBILITIES OF THE FACILITY

1.1 The Facility will provide clinical experience situations and access to appropriate associated resources as required by the Program's curriculum and in accordance with the objectives to be provided by the School.

1.2 The Facility will designate appropriate personnel to coordinate the students' clinical learning experience in the Program. The Facility will provide orientation to

students as to the Facility's rules and policies that are applicable.

1.3 The Facility's staff will, upon request, assist the Program in the assessment of student performance and complete the student assessments in a timely fashion.

1.4 The Facility shall retain the right to remove from and deny access to its facility to (a) any student whose achievement, progress or adjustment does not warrant continuation of study at the Facility, (b) any student or faculty member who fails to conform to the applicable rules, regulations or code of conduct of the Facility, or (c) any student or faculty member whose professional or social conduct is, in the opinion of Facility personnel, disruptive or otherwise destructive to the established practices or philosophy of the Facility or its standing in the community. Such action shall be reported immediately to the Program Clinical Coordinator and the Program Director.

1.5 The Facility shall provide emergency care for the Program's students in the event of emergencies occurring while students are on duty, including exposure to an infectious or environmental hazard or other occupational injury. Exposure evaluation, treatment, and follow-up will follow procedures established for employees of the Facility. The Facility shall make these procedures available to the Program upon request.

1.6 The Facility assumes no financial responsibility for the medical care and treatment of students.

## 2. SHARED RESPONSIBILITIES OF THE FACILITY AND THE SCHOOL

The Facility and the School share responsibility for creating and maintaining a professional learning environment that promotes the development of appropriate professional attributes in students.

## 3. RESPONSIBILITIES OF THE SCHOOL

3.1 The School will retain ultimate responsibility for the education and assessment of its students. The School's representative for this Agreement shall be a department head or faculty member appointed by the School, who will be responsible for student teaching and assessment provided pursuant to this Agreement.

3.2 Upon request by the Facility, the School shall provide the Facility with the clinical learning experience(s) and objectives for the Program. The School will plan the schedules and assignments. This shall include the number of students assigned to a clinical area and the nature and extent of the clinical experiences.

3.3 The School shall provide faculty appointments and assignments for the purposes of student teaching.

3.4 The School will require all students and faculty members to abide by the rules, regulations, policies and procedures, standards of conduct and competency requirements of the Facility and to conduct themselves in a professional manner. All students and faculty shall wear the appropriate uniform or attire and display proper identification at all times while on Facility premises.

3.5 The School will require its students and faculty to comply with the policies and procedures of the Facility, including those governing the use and disclosure of individually identifiable health information under federal law, specifically 45 CFR parts 160 and 164. All information obtained from patients, their records or computerized data is to be held in confidence and no copies of patient records shall be made. The School shall require that students and supervising faculty do not identify patients in papers, reports or case studies without first obtaining permission of the Facility and the patient, utilizing the patient confidentiality policies and procedures of the Facility. School policy shall require that each student or faculty member abides by the Facility's policies regarding confidentiality and the use of computer systems.

3.6 Solely for the purpose of defining the student's role in relation to the use and disclosure of the Facility's protected health information, the trainees are defined as members of the Facility's workforce, as that term is defined by 45 CFR 150.103, when engaged in activities pursuant to this Agreement. Nevertheless, the students are not and shall not be considered to be employees of the Facility.

3.7 The School requires that all students are covered by health and malpractice insurance as set forth in paragraph 4.1 below.

3.8 The School will assign to the Facility only those students who have satisfactorily completed all prerequisites in the Program's curriculum.

3.9 The School will ensure each student has a national background check and criminal screening, covering a period back to the age of majority or at least seven (7) years, prior to the student's educational experience. The background screening shall include a minimum of social security trace, county, statewide and federal criminal record histories, and a national sex offender public registry search.

3.10 The School will ensure that, prior to clinical placement, each student has had instruction in occupational exposure to bloodborne pathogens and tuberculosis, protective practices to avoid contamination, and procedures for decontamination in case of exposure, or potential exposure, to infectious materials or potentially infectious materials in accordance with the federal guidelines "Occupational Exposure to Bloodborne Pathogens". No student will be allowed into a clinical area until the training program has been completed.

3.11 The School shall ensure that each student has evidence of appropriate immunization status for, or has provided the School with an exemption form completed by a medical professional that verifies the student has a medical condition that contraindicates receiving any of, to include but not limited to, the following: Measles (Rubeola), Mumps, Rubella; Hepatitis B Immunization and Hepatitis B Titer; Varicella/Chicken Pox Immunity; DTP (diphtheria, tetanus, pertussis)/Tdap (tetanus, diphtheria, adult pertussis); Polio; TB Skin Tests or QFT-G Blood Test; and annual influenza vaccination. In addition, the School recommends that its students receive the following vaccinations: Meningococcal (meningitis) Vaccination.

3.12 The School acknowledges that all students shall be responsible for their own transportation to and from the Facility and shall abide by all parking rules and regulations while on Facility property.

#### 4. INSURANCE AND INDEMNIFICATION

4.1 The School agrees that all students will be covered for activities in connection with this Agreement by maintaining in force during the term of this Agreement general liability insurance with coverage limits of One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) annual aggregate and professional liability insurance with coverage limits of One Million Dollars (\$1,000,000) per medical incident and Five Million Dollars (\$5,000,000) annual aggregate.

4.2 The coverage shall be written as primary coverage and not contributing with or in excess of any coverage that the Facility may have. The insurance policies shall be issued by insurance companies reasonably acceptable to the Facility.

4.3 Upon request, the School shall furnish the Facility with certificates evidencing compliance with these insurance requirements. Certificates shall further provide for thirty (30) day advance written notice to the Facility of any cancellation of the above coverage.

4.4 Facility agrees to hold harmless and indemnify the State of South Dakota, the South Dakota Board of Regents, the University of South Dakota, their officers, agents or employees from and against any and all actions, suits, damages, liability or other proceedings that may arise as a result of its performance of this agreement. Nothing herein requires Facility to be responsible for any action, suit, damage, liability or other proceeding that may arise as a result of the negligence, misconduct, error or omission of the State of South Dakota, the South Dakota Board of Regents, the University of South Dakota, their officers, agents or employees.

4.5 The Facility agrees, at its own expense, to provide coverage for its activities in connection with this Agreement by maintaining in force during the term of this Agreement general liability insurance with coverage limits of One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) annual aggregate and

professional liability insurance with coverage limits of One Million Dollars (\$1,000,000) per medical incident and Three Million Dollars (\$3,000,000) annual aggregate.

4.6 It is hereby stipulated and agreed between the Facility and the School that with respect to any claim or action arising out of the activities described in this agreement, each Party shall only be liable for payment of that portion of any and all liability, costs, expenses, demands, settlements, or judgments resulting from the negligence, actions, or omissions of its own agents, officers, and employees.

4.7 The Facility agrees to provide prompt written notification to the Program and School if a legal claim arises involving a student.

5. PLACEMENT

The Facility reserves the right to withhold placement of Program's students depending upon the availability of facilities and personnel to adequately provide a satisfactory experience.

6. NONDISCRIMINATION

The Facility and the School agree that neither will discriminate in the performance of this Agreement against any individual on the basis of age, sex, race, color, creed, marital status, sexual orientation, religious belief, national origin, disability, veteran status, or any other legally protected class.

7. TERM

The term of this Agreement shall be one (1) year commencing on 9/15/2021 and terminating on 9/14/2022. This Agreement shall automatically renew for additional terms of one year unless terminated by either Party in accordance with this Agreement.

8. TERMINATION

Either Party may terminate this Agreement upon thirty (30) day written notice to the other Party.

This Agreement depends upon the continued availability of appropriated funds and expenditure authority from the South Dakota Legislature for this purpose. If for any reason the South Dakota Legislature fails to appropriate or grant expenditure authority or funds become unavailable by operation of law or federal funds reductions, this Agreement will be terminated by the State and the University of South Dakota. Termination for any of these reasons is not a default by the State, nor does it give rise to a claim against the State.



9. INDEPENDENT CONTRACTOR STATUS

The Parties hereby acknowledge that they are independent contractors. In no event shall this agreement be construed as establishing a partnership, joint venture or similar relationship between the Parties hereto, and nothing herein contained shall be construed to authorize either Party to act as agent for the other. The Facility and the School shall be liable for their own debts, obligations, acts and omissions, including the payment of all required withholding, social security and other taxes or benefits. No student shall look to Facility for any salaries, insurance or other benefits.

10. CONFIDENTIALITY

The students and faculty agree to abide by the limitations set forth in the Health Insurance Portability and Accountability Act (HIPAA) as described in 3.5 of this document.

The Facility and School agree to abide by the limitations set forth in the Family Educational Rights and Privacy Act (FERPA) and regulations at 34 CFR 99.33 regarding the protection of educational data. Both Parties acknowledge that this agreement allows access to educational data, and agree to hold that information in strict confidence. Both Parties agree not to use or disclose educational data received from or on behalf of either institution except as permitted or required by this agreement, as otherwise required by law, or as authorized in writing by the student.

11. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of South Dakota. Any lawsuit pertaining to or affecting this agreement shall be venued in Circuit Court, Sixth Judicial Circuit, Hughes County, South Dakota.

12. NOTICES

Notices required under this Agreement shall be mailed to the Parties at the following addresses:

THE SCHOOL:            Division of Health Affairs  
                                Attn: Ashley Bacoulis, Accountant  
                                University of South Dakota  
                                1400 West 22<sup>nd</sup> Street  
                                Sioux Falls, SD 57105

THE FACILITY:          Northeast Educational Services Cooperative  
                                Attn: Andrea Powell  
                                310 Fifth St., P.O. Box 237  
                                Hayti, SD 57241

IN WITNESS WHEREOF, the Parties have duly executed this Agreement as of date first written above.

Facility

By: \_\_\_\_\_  
Administrator  
Title: CEO/Administrator

University of South Dakota

By: \_\_\_\_\_  
Sheila K. Gestring  
Title: President, University of South Dakota

By: \_\_\_\_\_  
Tim Ridgway, MD, FACP, FASGE  
Title: Vice President for Health Affairs  
Dean, USD Sanford School of Medicine

By: \_\_\_\_\_  
Haifa A. Samra, PhD, RN, CNL, FAAN  
Title: Dean, School of Health Sciences

Please indicate USD Originating Department: ACP, DH, Med, MLS, Nursing, OT, PA, PH, PT, SW, HSM

Revised 6/15/21 ak

## Addendum A

Clinical and/or Fieldwork Experiences may include the following educational programs with consent from the Program and Facility.

### Division of Health Affairs

- Sanford School of Medicine

- School of Health Sciences

  - Addiction Counseling and Prevention

  - Dental Hygiene

  - Medical Laboratory Science

  - Nursing

  - Occupational Therapy

  - Physical Therapy

  - Physician Assistant

  - Public Health

  - Social Work

  - Undergraduate Health Sciences Major, to include Paramedic Specialization

**2021 - SURPLUS NESC VEHICLES****Odometer**

2003 Chevrolet Astro Van	1GNEL19X63B143134	S7406	196721
2006 Chevy Malibu-Silver	1G1ZS53826F244134	S7689	148515
2008 Chevrolet Impala-Brown	2G1WB58K181264554	S8199	133092
2005 Ford Taurus -Maroon	1FAFP53205A114023	S9084	148235