

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, September 20, 2021

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, September 20, 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 8:25 P.M.

Members present:

Jolene King, Arlington; Alisha Nielsen, Castlewood; Malory McIntire, Clark; Evan Buckmiller, De Smet; Laura Crooks, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Christopher Verhoek, Estelline; Joe Homola, Hamlin; Paula Blue, Henry; Lana Sand, Rosholt; Ryan Olson, Rutland – entered 7:10 P.M.; David Squires, Sioux Valley; Lisa Amdahl, Summit; Penny Thyen, Waverly/South Shore; Mary Campbell, Wilmot

Absent:

Gary Brassfield, Britton-Hecla; Lisa Lauterhahn, Enemy Swim Day School; Jon Kahnke, Florence; Greg Bich, Iroquois; Jerod Olson, Lake Preston; Brian Hanson, Oldham/Ramona; Art Berger; Waubay; Martin Looyenga, Webster; Tia Felberg, Willow Lake

Others Attending:

NESC Staff Representatives: Brenda Boyd, Stephanie Hayunga, Melissa Gent, Traci Graham, Maria Meyer, Shelly Skogstad, Jessica Fischer and Elli Stevenson

Member District Superintendents: Todd Obele, Henry; Mitch Reed, Florence – entered at 7:16 P.M.

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 #22-19 Motion by J. Homola, second by D. Squires, to approve the agenda as presented. All present voted, motion carried.

Introduction of Guests

Todd Obele, Brenda Boyd, Stephanie Hayunga, Melissa Gent, Traci Graham, Maria Meyer, Shelly Skogstad, Jessica Fischer, and Elli Stevenson were introduced as guests.

Traci Graham and Melissa Gent presented information about the work of the school psychology department.

Conflicts of Interest

No conflicts of interest were presented.

Public Comment

No public comments were presented.

Financial Report

Action #22-20 Motion by J. King, second by M. McIntire, to approve the financial report for the period ending August 31, 2021. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
August 1, 2021	\$79,619.41	\$691,225.38	\$14,048.27
<u>Receipts:</u>			
Local Sources	\$6,595.70	\$194,798.87	\$2,312.50
State Sources		\$3,898.88	
Federal Sources			
Other			
<u>Total Monthly Receipts</u>	<u>\$6,595.70</u>	<u>\$198,697.75</u>	<u>\$2,312.50</u>
Total Gross Receipts	\$86,215.11	\$889,923.13	\$16,360.77
Manual Journal Entries			
Less Salaries	\$9,721.32	\$288,589.33	
Less Disbursements	\$9,704.19	\$44,217.84	\$1,422.01
<u>Total Salaries & Disbursements</u>	<u>\$19,425.51</u>	<u>\$332,807.17</u>	<u>\$1,422.01</u>
Ending Cash Balance			
August 31, 2021	\$66,789.60	\$557,115.96	\$14,938.76

Consent Agenda

Action #22-21 Motion by P. Blue, second by A. Nielsen to approve the following items on the Consent Agenda: 7a) Approval of August 16, 2021 Board of Directors minutes; 7b) Approval of payment of September 2021 budget claims; 7c) Approval of propane contract – Hamlin County Farmers Cooperative – 2,100 gallons - \$1.75/gallons = \$3,675; 7d) Approval of Paraprofessional Contracts: Josie Nelson, \$14.30/hr – Paraprofessional Hamlin Center Base; Shannon Lawrence, \$14.30/hr – Paraprofessional Castlewood Center Base; Approval of substitute contract: Laurie Casper, \$23/hour. All present voting in favor, motion carried.

September 2021 Accounts Payable

General Fund: AAA PURE WATER WATER FILTER 9.90; ALPHA MEDIA LLC EMPLOY AD 47.52; ANDERSON, SAPHIRE BACKGROUND CHECK 3.89; APEX LEARNING APEX SEATS 7,730.00; ASBSD A.P. REGIS ASBSD-SASD 16.65; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 470.44; 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 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

Fund Total: \$25,185.52

Special Education Fund: AAA PURE 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; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 11,012.61; 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 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

Fund Total: \$329,658.82

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Powell gave her monthly report.

September 1, 2021 Advisory Board meeting minutes

Director Powell reviewed the minutes from the advisory meeting.

Quidel COVID free at-home test kit involvement

Discussion was held on Quidel COVID free at-home test kit involvement.

Vision and Mission Development Statement

Discussion was held on Vision and Mission Development Statement.

Professional Development

Discussion was held on NESC employees' future professional development.

UV wands for field staff

Discussion was held on UV wands for field staff.

Action Items

Approval to participate in the Quidel State testing

Action #22-22 Motion by J. Homola, second by D. Squires to approve to participate in Quidel State testing. All present voting in favor, motion carried.

Approval to declare vehicles as surplus

Action #21-23 Motion by J. King, second by L. Crooks to approve declaring 4 vehicles as surplus property to be sold by sealed bids. The three appointed appraisers are J. Homola, C. Verhoek and D. Squires. All present voting in favor, motion carried.

Fixed Asset No. 0317	2003 Chevy Astro Van	Serial#: 1GNEL19X63B143134
Fixed Asset No. 0325	2006 Chevy Malibu (Silver)	Serial#: 1G1ZS53826F244134
Fixed Asset No. 0338	2008 Chevy Impala (Brown)	Serial#: 2G1WB58K181264554
Fixed Asset No. 0332	2005 Ford Taurus (Maroon)	Serial#: 1FAFP53205A114023

Approval of amended COVID-19 resolution

Action #22-24 Motion by M. McIntire, second by L. Sand to approve amended COVID-19 resolution with changes. All present voting in favor, motion carried.

Approval of NESC/USD Affiliate Agreement

Action #22-25 Motion by D. Squires, second by M. Prins to approve NESC/USD Affiliate Agreement. All present voting in favor, motion carried.

Approval of purchase of UV wands

Action #22-26 Motion by B. Asleson, second by D. Squires to table purchase of UV wands. All present voting in favor, motion carried.

Approval to amend appointed Steering Committee for category 251-399

Action #22-27 Motion by J. Homola, second by P. Blue to approve purchase of UV wands. All present voting in favor, motion carried.

Executive Session

Action #22-28 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 M. McIntire, second by A. Nielsen to enter executive session at 8:03 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 8:24 P.M.

Adjournment

Action #22-29 With there being no further business, motion by J. Homola, second by P. Blue, 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, October 18, 2021 at 7:00 P.M.

Arend Schuurman, President

Tiffany Stormo, Business Manager