

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

November 11, 2021

Dear NESC Board Members:

Our monthly board meeting will be held on **November 15, 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/tJUrciqriwpHNOGVehGKwZqwj_TnWMobx5S

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

See you Monday evening, meeting at 7:00pm.

Sincerely yours,

Andrea Powell

NESC Board of Director's Meeting

Proposed Agenda

Date: November 15th, 2021

Time: 7:00P.M.

Lake Area Technical Institute (LATI)

1. Call to order
2. Introduction of guests
3. Public Comment
4. Agenda review, changes, and approval
5. Speech-Language (SLP, SLPA) Department Presentation-
6. Conflicts of Interest
7. Approval of October 2021 Financial report
8. Consent Agenda
 - a. Approval October 18,2021 meeting minutes
 - b. Approval of payment of November 2021 budget claims
 - c. Acknowledgement of Webster Area School District Work Agreement for shared para @ \$22.52/hour
9. Discussion Items
 - a. Assistant Director report
 - b. Director report
 - c. Article XII Medical Cannabis Policy- first reading
 - d. Article V Use of Alcohol, Drugs, and Controlled Substances by Employees Amendment- first reading
 - e. Core Values Steering Committee report
10. Action Items
11. Adjourn

Next Meeting is December 20, 2021 at 7:00 P.M.

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
CASH BALANCE				
October 1, 2021	\$43,216.84	\$675,895.71	\$10,624.68	\$729,737.23

Receipts:

Local Sources:				
1312 Center Base Tuition		\$33,626.64		\$33,626.64
1332 Extended School Year Tuition				\$0.00
1510 Interest	\$54.33	\$153.78		\$208.11
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	\$625.35	\$103,708.87		\$104,334.22
1990 Reading Recovery	\$903.48			\$903.48
1990 Reading Recovery-Other LEAs				\$0.00
1990 Miscellaneous			\$2,011.32	\$2,011.32
1990 Northern Plains				\$0.00
1990 Special Projects-Indirect Cost				\$0.00
1990 Drug & Alcohol Pool				\$0.00
1990 Expensed Mileage	\$54,716.74			\$54,716.74
State Sources:				
3119 Grants-in-Aid: Ed. Specialist				\$0.00
3900 Part C Funds		\$4,233.83		\$4,233.83
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	\$77,260.80			\$77,260.80
Other Receipts	\$710.00			\$710.00
Total Monthly Receipts	\$134,270.70	\$141,723.12	\$2,011.32	\$278,005.14
Balance Frwd plus Revenue to date	\$177,487.54	\$817,618.83	\$12,636.00	\$1,007,742.37
Manual Journal Entry				\$0.00
Manual Journal Entry Revenue				\$0.00
Less Salaries & Disbursements				
Salaries	\$9,749.26	\$315,843.55		\$325,592.81
Disbursements	\$13,493.02	\$73,664.79	\$6,827.11	\$93,984.92
Less Total Salaries & Disbursements	\$23,242.28	\$389,508.34	\$6,827.11	\$419,577.73
CASH BALANCE				
October 31, 2021	\$154,245.26	\$428,110.49	\$5,808.89	\$588,164.64

Balance Sheet

Clearing Account XX-101-002	\$0.00	\$0.00	\$0.00	\$0.00
Checking Account XX-101	\$0.00	\$101,034.07	\$5,808.89	\$106,842.96
Money Market Savings XX-105	\$154,245.26	\$239,767.58	\$0.00	\$394,012.84
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
TOTALS	\$154,245.26	\$428,110.49	\$5,808.89	\$588,164.64
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00

Regular; Processing Month 10/2021; 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	54.33	401.43	123.52	(76.43)
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	625.35	2,501.40	33.33	5,002.53
10 1990 012	READING RECOVERY ASSESSMENTS	21,699.15	903.48	14,471.38	66.69	7,227.77
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	54,716.74	54,716.74	21.10	204,613.26
Subtotal: LOCAL SOURCES		382,330.35	56,299.90	150,282.80	39.31	232,047.55
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
10 5130	SALE OF SURPLUS PROPERTY	0.00	710.00	710.00	0.00	(710.00)
Subtotal: 5000		0.00	710.00	710.00	0.00	(710.00)
Fund Total:		462,114.52	57,009.90	150,992.80	32.67	311,121.72

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

Fund: 22 SPECIAL EDUCATION 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>
22 1312	TUITION-CENTER BASE	645,967.38	33,626.64	134,118.04	20.76	511,849.34
22 1312 100	TUITION-ESY	100,000.00	0.00	0.00	0.00	100,000.00
22 1510	INTEREST	1,700.00	153.78	959.34	56.43	740.66
22 1990 003	SPED ASSESSMENTS	1,244,505.79	103,708.87	414,835.48	33.33	829,670.31
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	137,489.29	549,912.86	27.17	1,474,115.71
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	4,233.83	14,745.26	36.86	25,254.74
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	4,233.83	14,745.26	8.21	164,865.42
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	141,723.12	564,658.12	12.04	4,124,055.58

Regular; Processing Month 10/2021; 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	198,733.02	715,650.92	13.89	4,435,177.30

Account Number	Account Description	BUDGET	CURRENT MO.EXP.	EXP.TO DATE	% OF BUDGET	BALANCE AT EOM
GENERAL FUND						
	READING RECOVERY	\$27,411.38	\$1,836.08	\$8,503.26	31.02	\$18,908.12
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$154,103.66	\$5,069.72	\$19,347.73	12.56	\$134,755.93
2227	TECHNOLOGY SUPPORT	\$7,845.99	\$601.79	\$2,110.32	26.90	\$5,735.67
2319	BOARD OF EDUCATION SERVICES	\$13,023.30	\$26.30	\$6,819.93	52.37	\$6,203.37
2329	ADMINISTRATION	\$31,608.50	\$2,742.96	\$9,804.73	31.02	\$21,803.77
2529	ADMINISTRATION-FISCAL SERVICES	\$9,616.41	\$717.39	\$3,327.79	34.61	\$6,288.62
2542	OPERATION & MAINTENANCE BLDGS.	\$4,483.28	\$575.36	\$1,098.72	24.51	\$3,384.56
2545	VEHICLE SERVICE	\$221,022.00	\$8,866.72	\$98,697.76	44.66	\$122,324.24
2551	DRUG & ALCOHOL TESTING POOL	\$13,000.00	\$2,055.96	\$2,055.96	15.82	\$10,944.04
10	GENERAL FUND	\$482,114.52	\$22,492.28	\$151,766.20	31.48	\$330,348.32
22 SPECIAL EDUCATION FUND						
1221	EXTENDED SCHOOL YEAR	\$100,000.00	\$10,272.76	\$94,434.82	94.43	\$5,565.18
1223	CENTER BASE DAY PROGRAMS	\$645,967.38	\$63,688.93	\$115,811.26	17.93	\$530,156.12
1226	EARLY CHILDHOOD SERVICES	\$404,163.17	\$33,791.02	\$70,745.20	17.50	\$333,417.97
2142	PSYCHOLOGICAL SERVICES	\$694,949.99	\$60,516.52	\$136,581.50	19.65	\$558,368.49
2152	SPEECH PATHOLOGY SERVICES	\$1,214,184.96	\$102,991.03	\$218,053.11	17.96	\$996,131.85
2171	PHYSICAL THERAPY	\$299,827.52	\$26,549.02	\$87,189.97	29.08	\$212,637.55
2172	OCCUPATIONAL THERAPY	\$549,171.03	\$37,055.76	\$115,861.52	21.10	\$433,309.51
2213	PROFESSIONAL DEVELOPMENT/PRESERVICE&TCAP	\$2,500.00	\$0.00	\$0.00	0.00	\$2,500.00
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$135,110.68	\$7,290.06	\$27,777.60	20.56	\$107,333.08
2227	TECHNOLOGY SUPPORT	\$79,331.76	\$6,172.33	\$21,390.88	26.96	\$57,940.88
2319	BOARD OF EDUCATION SERVICES	\$101,346.66	\$265.95	\$68,957.42	68.04	\$32,389.24
	ADMINISTRATION	\$319,597.00	\$27,217.41	\$98,633.82	30.86	\$220,963.18
2529	ADMINISTRATION-FISCAL SERVICES	\$97,232.58	\$7,253.72	\$33,648.03	34.61	\$63,584.55
2542	OPERATION & MAINTENANCE BLDGS.	\$45,330.97	\$5,817.47	\$11,109.25	24.51	\$34,221.72
22	SPECIAL EDUCATION FUND	\$4,688,713.70	\$388,881.98	\$1,100,194.38	23.46	\$3,588,519.32
Grand Total:		\$5,170,828.22	\$411,374.26	\$1,251,960.58	24.21	\$3,918,867.64

Activity Fund Balance Report - Summary - Exclude Encumbrances
10/2021 - 10/2021

Regular; Beginning Month 10/2021; Processing Month 10/2021; 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	4,932.00	196.00	68.00	0.00	4,804.00
71 453	SANFORD FLEX	5,692.68	6,631.11	1,943.32	0.00	1,004.89
	Fund Total: 71	<u>10,624.68</u>	<u>6,827.11</u>	<u>2,011.32</u>	<u>0.00</u>	<u>5,808.89</u>

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, October 18, 2021

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, October 18, 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 7:56 P.M.

Members present:

Jolene King, Arlington; Alisha Nielsen, Castlewood; Malory McIntire, Clark; Barb Asleson, De Smet; Laura Crooks, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Christopher Verhoek, Estelline; Joe Homola, Hamlin; Paula Blue, Henry; Lisa Amdahl, Summit; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Tia Felberg, Willow Lake; 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; Lana Sand, Rosholt; Ryan Olson, Rutland; David Squires, Sioux Valley; Art Berger, Waubay

Others Attending:

NESC Staff Representatives: Nancy Crump, Kristina Suttan, Kristy Boettcher and Shelly Skogstad

Member District Superintendents: Todd Obele, Henry

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

Others: Carie Knutson

Call to Order

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

Agenda review, changes, and approval

Action #22-30 Motion by J. Homola, second by M. McIntire, to approve the agenda with the change to add Sarah Sichmeller to Consent Agenda d) Webster Para. All present voted, motion carried.

Introduction of Guests

Nancy Crump, Kristina Suttan, Kristy Boettcher, Shelly Skogstad, Carie Knutson and Todd Obele were introduced as guests.

Public Comment

No public comments were presented.

Conflicts of Interest

No conflicts of interest were presented.

PT Department

Nancy Crump, Kristina Suttan and Kristy Boettcher presented information about the work of the physical therapy department.

Financial Report

Action #22-31 Motion by J. King, second by J. Homola, to approve the financial report for the period ending September 30, 2021. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
September 1, 2021	\$66,789.60	\$557,115.96	\$14,938.76
<u>Receipts:</u>			
Local Sources	\$1,612.76	\$116,758.07	\$2,926.42
State Sources		\$3,977.50	
Federal Sources			
Other		\$327,703.00	
<u>Total Monthly Receipts</u>	<u>\$1,612.76</u>	<u>\$448,438.57</u>	<u>\$2,926.42</u>
Total Gross Receipts	\$68,402.36	\$1,005,554.53	\$17,865.18
Manual Journal Entries			
Less Salaries	\$9,857.82	\$311,064.50	
Less Disbursements	\$15,327.70	\$18,594.32	\$7,240.50
<u>Total Salaries & Disbursements</u>	<u>\$25,185.52</u>	<u>\$329,658.82</u>	<u>\$7,240.50</u>
Ending Cash Balance			
September 30, 2021	\$43,216.84	\$675,895.71	\$10,624.68

Consent Agenda

Action #22-32 Motion by L. Amdahl, second by A. Nielsen to approve the following items on the Consent Agenda: 7a) Approval of September 20, 2021 Board of Directors minutes with the following changes; discussion item UV wants changed to wands; 21-23 to 22-23 and 22-27 changed to approval to amend steering committee representative for category 251-399 to Chris Verhoek ; 7b) Approval of payment of October 2021 budget claims; 7c) Approval of lane change – Teresa Landmark – BA+30, \$1,000.00 increase; 7d) Approval of Contracts: Sarah Sichmeller, \$14.30/hr – Paraprofessional Webster Center Base; Teachwell contract - \$600/day on Fridays and \$75/hour on Wednesdays; Nicole Nedved, Speech Language Pathologist, FY23, \$45,000.00. All present voting in favor, motion carried.

October 2021 Accounts Payable

General Fund: ABRA OF BROOKINGS MAINT 140.00; APEX LEARNING APEX SEATS 750.00; BASS SANITATION INC. JULY-SEPT 21 GARBAGE 12.28; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 260.26 BRIAN'S GLASS AND DOOR, INC MAINT 40.00; CENEX FLEETCARD MAINT & GASOLINE 5,836.73; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 10.59; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON ELA CONF 13.50; DUST TEX SERVICE, INC. SEPT 2021 RUG RENT 5.00; ESTELLINE COMMUNITY OIL CO. MAINT 91.62; FIRST DAKOTA INDEMNITY COMPANY WORK COMP 6.66; FRANKMAN MOTOR COMPANY MAINT 46.23; GARY, JODY BACKGROUND CHECK 6.14; GESSWEIN MOTORS, INC. MAINT

204.69;HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 1,034.39;JURGENS OIL MAINT 94.80;KORMANAGEMENT SERVICES, LLC DRUG TESTING Q1 2,055.96;NEBEL, JAMESON LAWN CARE 32.40;NESC PAYROLL OCT 2021 9,749.26;NESC SPECIAL REVENUE PROJECTS FY22 1ST QTR EXP MI 1,122.94;OTTERTAIL POWER CO. ELEC 19.82;ROB'S AUTO REPAIR MAINT 1,178.69; RON'S AUTO REPAIR MAINT 39.68;S & S AUTO MAINT 130.00; W.W. TIRE SERVICE MAINT 360.64

Fund Total: \$23,242.28

Special Education Fund: BASS SANITATION INC. JULY-SEPT 21 GARBAGE 124.22; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 11,962.17; BOETTCHER, KRISTY REIMB MI 31.50; BRITTON-HECLA SCHOOL DISTRICT AUG/SEPT 2021 MI 33.18;CASTLEWOOD SCHOOL DISTRICT SEPT 2021 USE FEE 862.63; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 107.13; CHURCHILL,MANOLIS,FREEMAN,KLUDT,SHELTON ELA CONF 136.50; DUST TEX SERVICE, INC. SEPT 2021 RUG RENT 50.59; FIRST DAKOTA INDEMNITY COMPANY WORK COMP 67.34; FISCHER, JESSICA NASP REGIS 359.00; HAMLIN COUNTY FARMERS COOP FY22 PROPANE FILL 3,344.25;HAMLIN SCHOOL DISTRICT SEPT 2021 USE FEE 1,475.10; HAYUNGA, STEPHANIE REIMB MI 20.16; MEYER, MARIA NASP REGIS 149.00;NEBEL, JAMESON LAWN CARE 327.60;NESC IMPREST 68.00; NESC PAYROLL OCT 2021 315,843.55; NESC SPECIAL REVENUE PROJECTS FY22 1ST QTR EXP MIL 53,593.80; OTTERTAIL POWER CO. ELEC 200.41; WEBSTER SCHOOL DISTRICT SEPT 2021 USE FEE 690.10

Fund Total: \$389,508.34

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Powell gave her monthly report.

October 6, 2021 Advisory Board meeting minutes

Director Powell discussed the board of advisory meeting.

Action Items

Approval of Center Base rates

Action #22-33 Motion by J. Homola, second by M. McIntire to approve 2021-2022 Center Base tuition rates as presented. All present voting in favor, motion carried.

Base Rate	\$33,965.53
First Placement	\$45,310.02
Second Placement	\$35,089.79
Third Placement	\$25,610.01

Approve Surplus Vehicle Bids

Action #22-34 Motion by T. Felberg, second by L. Crooks to approve all high bids on the surplus vehicles. All present voting in favor, motion carried.

Fixed Asset No. 0317	2003 Chevy Astro	Carol Reuer	\$101.00
Fixed Asset No. 0325	2006 Chevy Malibu	Devin Reuer	\$254.00
Fixed Asset No. 0338	2008 Chevy Impala	Johnny Reuer	\$250.00
Fixed Asset No. 0332	2005 Ford Taurus	Colton Reuer	\$105.00

Executive Session

No executive session was held.

Adjournment

Action #22-35 With there being no further business, motion by J. Homola, second by A. Nielsen, to adjourn. All present voted, motion carried.

The Steering Committee will be meeting at Lake Area Technical College in Watertown, SD on Monday, November 15, 2021 at 6:00 P.M.

The next NESC Board of Directors meeting will be held at Lake Area Technical College in Watertown, SD on Monday, November 15, 2021 at 7:00 P.M.

Arend Schuurman, President

Tiffany Stormo, Business Manager

Northeast Educational Services Cooperative

NOVEMBER 2021 INVOICES

GENERAL FUND - 10

APEX LEARNING	APEX SEATS	450.00
BRIAN'S GLASS AND DOOR, INC	MAINT	40.00
CENEX FLEETCARD	MAINT & GASOLINE	6,969.11
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	9.32
DUST TEX SERVICE, INC.	OCT 2021 RUG RENT	5.00
ELABO	DUES	5.40
ESTELLINE COMMUNITY OIL CO.	MAINT	99.71
GARY, JODY	FUEL REIMB	8.69
GESSWEIN MOTORS, INC.	MAINT	316.36
HAMLIN COUNTY FARMERS COOP	MAINT & GASOLINE	1,209.89
HUNTIMER, KIMBERLY	FUEL REIMB	47.97
JURGENS OIL	MAINT	20.00
LAWRENCE, SHANNON	BACKGROUND CHECK	4.79
NESC PAYROLL	NOV 2021	9,716.68
NOLTE, KARI	RR TRAVEL	34.00
OTTERTAIL POWER CO.	ELEC	17.70
PALMLUND AUTOMOTIVE	MAINT	49.18
PROSTROLLO MOTOR COMPANY	FLEET MAINT	53.20
ROB'S AUTO REPAIR	MAINT	1,738.16
SANFORD HEALTH PLAN	HSA/FSA FEES	5.81
SD FEDERAL PROPERTY AGENCY	FY22 NEW VEHICLE	3,500.00
TWIN VALLEY TIRE, INC.	MAINT	43.71
W.W. TIRE SERVICE	MAINT	213.99
WEBSTER AUTO CARE	MAINT	118.50
<u>GENERAL FUND TOTAL:</u>		<u>24,677.17</u>

SPECIAL EDUCATION FUND - 22

BOETTCHER, KRISTY	MEDBRIDGE REGIS	250.00
BRITTON-HECLA SCHOOL DISTRICT	OCT 2021 MI	40.74
CASTLEWOOD SCHOOL DISTRICT	OCT 2021 USE FEE	862.63
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	94.24
DEUBROOK SCHOOL DISTRICT	PART C	741.73
DEUEL SCHOOL DISTRICT	PART B & C	702.44
DUST TEX SERVICE, INC.	OCT 2021 RUG RENT	50.59
ELABO	DUES	54.60

ELKTON SCHOOL DISTRICT	PART B & C	799.21
ESTELLINE SCHOOL DISTRICT	PART B & C	1,157.01
FLORENCE SCHOOL DISTRICT	PART B	254.24
GENT, MELISSA	PSYCH TRAVEL	48.00
GRAHAM, TRACI	PSYCH TRAVEL	48.00
HAMLIN SCHOOL DISTRICT	OCT 2021 USE FEE	1,475.10
HENRY SCHOOL DISTRICT	PART C	24.84
IROQUOIS SCHOOL DISTRICT	PART C	154.18
JOHNSON, ALYSHA	ASHA DUES	225.00
LAWRENCE, SHANNON	BACKGROUND CHECK	48.46
LILJEGREN, MEGAN	ASHA DUES	225.00
PARENT	SEPT/OCT MI	191.52
NESC IMPREST	IMPREST	196.00
NESC PAYROLL	NOV 2021	315,699.35
OTTERTAIL POWER CO.	ELEC	178.92
SANFORD HEALTH PLAN	HSA/FSA FEES	58.69
SKOGSTAD, SHELLY	PSYCH TRAVEL/NASP REGIS	203.00
SUMMIT SCHOOL DISTRICT	PART B	1,815.17
SW/WC SERVICE COOPERATIVE	BEHAVIOR ANALYST CONTRACT	18,924.03
TEACHWELL SOLUTIONS	CONTRACTED SERVICES	918.00
TIEFENTHALER, DEBRA	ASHA DUES	225.00
WEBSTER SCHOOL DISTRICT	OCT 2021 USE FEE/PART C	2,877.20
WENZ, MELODY	MI REIMB	75.60
WILLOW LAKE SCHOOL DISTRICT	PART C	98.79
WILMOT SCHOOL DISTRICT	PART C	443.98
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>349,161.26</u>
<u>NOVEMBER 2021 INVOICES TOTAL:</u>		<u>373,838.43</u>

Northeast Educational Services Cooperative

NOVEMBER 2021 BMO INVOICES

GENERAL FUND - 10

DAYS INN PIERRE	RR TRAVEL	84.00
HY-VEE FOOD STORE	BOA 10/6/21, 11/3/21	3.15
ITC TELECOM	OCT PHONE SERVICE	40.81
NASP	JOB POSTING	41.31
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	1.71
US POSTAL SERVICE	POSTAGE	0.61
VERIZON WIRELESS	SEPT CELL SERVICE	10.65
<u>GENERAL FUND TOTAL:</u>		<u>182.24</u>

SPECIAL EDUCATION FUND - 22

AMAZON	SLP SUPP	107.99
APPLY EBP	COTA REGIS	195.00
BEST WESTERN PLAINS HOTEL WALL	ED SPEC TRAVEL	230.64
CPI	CPI SEATS	39.99
HY-VEE FOOD STORE	BOA 10/6/21, 11/3/21	31.82
ITC TELECOM	OCT PHONE SERVICE	412.65
LAQUINTA INNS & SUITES, ATLANTIS, LLC	PSYCH TRAVEL	259.96
MARSHALL CO. HEALTHCARE CENTER	PT/OT SERVICES	7,620.71
NASP	JOB POSTING	417.69
PEARSON EDUCATION	PSYCH SUPP	1,150.00
PYRAMID ED. CONSULTANTS, INC.	CB SUPP	558.86
SANFORD WEBSTER MEDICAL CENTER	OT SERVICES	9,813.21
SDASP	PSYCH REGIS	175.00
STAY USA HOTEL AND SUITES 2193	ED SPEC TRAVEL	154.00
SW/WC SERVICE COOPERATIVE	REGIS CREDIT	(99.00)
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	93.25
US POSTAL SERVICE	POSTAGE	6.19
VERIZON WIRELESS	SEPT CELL SERVICE	319.35
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>21,487.31</u>

NOVEMBER 2021 BMO INVOICES:

21,669.55

INVOICE

November 05, 2021

Northeast Educational
310 5th Street
Hayti, SD 57241

ATTN:

Invoice Number: 0703531-2111

Invoice Amount: \$ 21,669.55

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

Your payment is due **December 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.



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: 0703531-2111
Amount Paid: \$ 21,669.55
Payment Due Date: December 02, 2021

Transaction Search - Company

Amounts are tax inclusive and displayed in their billing currency

As an administrator you may make adjustments to these transactions

MO, Statement Period 10/06/2021 to 11/05/2021

Approved Cards

Billing Account 032312

Posting Date	Tran Date	Account	Supplier	Amount
10/26/2021	10/26/2021	XXXX-XXXX-XXXX-2312	Payment - Automatic Pymt Received	-12,222.43
			Debit Total USD	0.00
			Credit Total USD	-12,222.43
			Total USD	-12,222.43

Boyd Brenda

Posting Date	Tran Date	Account	Supplier	Amount
10/11/2021	10/08/2021	XXXX-XXXX-XXXX-9401	Wpy Swwc Service Coope	-99.00
10/21/2021	10/19/2021	XXXX-XXXX-XXXX-9401	Stay Usa Hotel & Suite	154.00
10/25/2021	10/22/2021	XXXX-XXXX-XXXX-9401	Best Western Plains	245.28
10/27/2021	10/22/2021	XXXX-XXXX-XXXX-9401	Best Western Plains	-14.64
10/28/2021	10/27/2021	XXXX-XXXX-XXXX-9401	Crisis Prevention	39.99
			Debit Total USD	439.27
			Credit Total USD	-113.64
			Total USD	325.63

Center Base Hamlin

Posting Date	Tran Date	Account	Supplier	Amount
10/26/2021	10/25/2021	XXXX-XXXX-XXXX-7391	Pyramid Educational Co	416.96
			Debit Total USD	416.96
			Credit Total USD	0.00
			Total USD	416.96

Colte Kari

Posting Date	Tran Date	Account	Supplier	Amount
10/18/2021	10/15/2021	XXXX-XXXX-XXXX-9302	Days Inn Pierre	84.00
			Debit Total USD	84.00
			Credit Total USD	0.00
			Total USD	84.00

Admin Nesc

Posting Date	Tran Date	Account	Supplier	Amount
			-17-	

0/06/2021	10/05/2021	XXXX-XXXX-XXXX-7540	Usps Po 4637080684	6.80	?	!
			Debit Total USD	6.80		
			Credit Total USD	0.00		
			Total USD	6.80		

psychology 2 School

Posting Date	Tran Date	Account	Supplier	Amount		
0/06/2021	10/05/2021	XXXX-XXXX-XXXX-0328	Paypal Aliciapeter	175.00	?	!
0/21/2021	10/21/2021	XXXX-XXXX-XXXX-0328	Awl Pearson Education	275.00	?	!
0/21/2021	10/21/2021	XXXX-XXXX-XXXX-0328	Awl Pearson Education	875.00	?	!
0/22/2021	10/20/2021	XXXX-XXXX-XXXX-0328	La Quinta Inn Suites	129.98	?	!
0/22/2021	10/20/2021	XXXX-XXXX-XXXX-0328	La Quinta Inn Suites	129.98	?	!
			Debit Total USD	1,584.96		
			Credit Total USD	0.00		
			Total USD	1,584.96		

Normo Tiffany

Posting Date	Tran Date	Account	Supplier	Amount		
0/07/2021	10/06/2021	XXXX-XXXX-XXXX-0837	Hy-Vee Watertown 1871	12.99	?	
0/13/2021	10/12/2021	XXXX-XXXX-XXXX-0837	In Time Management Sy	94.96	?	
0/13/2021	10/13/2021	XXXX-XXXX-XXXX-0837	Vzwrlls My Vz Vb P	330.00	?	
0/14/2021	10/12/2021	XXXX-XXXX-XXXX-0837	Interstate Telecommuni	453.46	?	
0/14/2021	10/13/2021	XXXX-XXXX-XXXX-0837	Yourmember-Careers	459.00	?	
0/19/2021	10/18/2021	XXXX-XXXX-XXXX-0837	Amazon.Com 277y61rw2	39.99	?	
0/19/2021	10/19/2021	XXXX-XXXX-XXXX-0837	Amzn Mktp US 2y7ku8az0	68.00	?	
0/27/2021	10/26/2021	XXXX-XXXX-XXXX-0837	Pyramid Educational Co	141.90	?	
0/27/2021	10/26/2021	XXXX-XXXX-XXXX-0837	In 1974	195.00	?	
0/27/2021	10/26/2021	XXXX-XXXX-XXXX-0837	Marshall County Health	7,620.71	?	
0/29/2021	10/28/2021	XXXX-XXXX-XXXX-0837	Sanford Credit Card Pm	9,813.21	?	
1/04/2021	11/03/2021	XXXX-XXXX-XXXX-0837	Hy-Vee Watertown 1871	21.98	?	
			Debit Total USD	19,251.20		
			Credit Total USD	0.00		
			Total USD	19,251.20		

Northeast Educational Services Cooperative
Advisory Board Meeting
Wednesday, November 3, 2021

The Advisory Board for the Northeast Educational Services Cooperative (NESC) met Wednesday, November 3, 2021 at Hy-Vee in Watertown, South Dakota. The meeting was called to order by Chairman L. Schuster at 10:06 A.M. and adjourned at 10:55 A.M.

Present: Brian Sampson, Arlington; Steve Benson, Britton-Hecla; Travis Ahrens & Jennifer Heggelund, Clark; Abi Van Regenmorter, DeSmet; Chad Schiernbeck, Deuel; Brian Jandahl, Elkton; Eric Bass, Estelline; Patrick Kraning, Hamlin; Todd Obele, Henry; Mike Ruth, Iroquois; Dana Felderman, Lake Preston; Mike Fischer, Oldham/Ramona; Brian Nelson, Rosholt; Laura Schuster, Sioux Valley; Mike Schmidt, Summit; Jon Meyer, Waverly/South Shore; James Block, Webster; Chris Lee, Willow Lake; Larry Hulscher, Wilmot

Absent: Peter Books, Castlewood; Kimberly Kludt, Deubrook; Nadine Eastman, Enemy Swim; Mitch Reed, Florence; Brian Brosnahan, Rutland; Alan Neville, Waubay

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

ADVISORY BOARD AGENDA

Call to Order

Chairman L. Schuster called the meeting to order at 10:06 A.M.

Agenda review, changes, and approval

Motion by E. Bass, second by M. Ruth to approve the agenda as presented.

Conflicts of Interest

No conflicts of interest were presented.

Open Forum

No open forum was presented.

Financial Report

Business Manager Stormo reviewed the financial report for September 2021.

Motion by B. Sampson, second by D. Felderman to approve September 2021 Financial Report. All present voting in favor, motion carried.

Medication Administration Training

Medication Administration Training will take place on November 16th, 23rd and 30th. Located at Castlewood School District for those that have signed up for the training.

Behavior Supports

Assistant Director Frewing shared information about what districts should do to address challenging behavior in students with disabilities.

School Board Meetings scheduled

Director Powell informed the board about her upcoming school board meetings she will be attending at local school districts.

Child Count

Director Powell informed the board on Child Count dates coming up – to be submitted by January 14, 2022 and final certification by February 11, 2022.

Adjournment

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

The next Board of Advisors' Meeting will be December 1, 2021.

Tiffany Stormo, Business Manager

Behavioral Supports

When a special education student's behavior impedes learning (of self or of others), schools should follow a good action plan to address that behavior.

Action Plan

1. Address it meaningfully in some way.
2. Follow up with providers.
3. Review progress and make adjustments.
4. Document all these efforts.

Continuum of Behavior Supports

1. Allow Consequences
 - a. Discipline
 - b. Flunking
2. Improve Classroom Management
3. Behavioral Accommodations or Interventions
4. FBA (Functional Behavior Assessment) & BIP (Behavior Intervention Plan)
5. More Restrictive LRE (Least Restrictive Environment)
 - a. Learning
 - b. Socialization
 - c. Disruption
6. BCBA (Board-Certified Behavior Analyst)

ARTICLE XII

MEDICINAL CANNABIS

The ~~School District~~ **Northeast Educational Services Cooperative (NESC)** restricts the administration of medical cannabis during school hours and at school-sponsored activities unless, in accordance with a practitioner's recommendation, administration of medical cannabis cannot reasonably be accomplished outside of school hours or school-sponsored activities.

The ~~District~~ **Cooperative** permits students with a valid registry identification card for medical cannabis under South Dakota law to be administered medical cannabis on school property or at a school-sponsored activity by their parent/guardian or other registered designated caregiver in accordance with this policy and South Dakota law. In order for a parent/guardian or other designated caregiver to administer medical cannabis to a qualifying student, the ~~District~~ **Cooperative** will require the following to be provided initially and thereafter at the beginning of each school year and at any time when the qualifying student's administration of medical cannabis changes:

- Presentation of the student's valid State of South Dakota Department of Health approved registry identification card or nonresident card with the State of South Dakota Department of Health's confirmation of registration (a copy of which will be kept by the school in the student's educational record);
- Presentation of the State of South Dakota Department of Health approved caregiver's card showing his/her status as the registered designated caregiver for the qualifying student (a copy of which will be kept by the school in the student's educational record); and
- A written dated and signed certification by the qualifying student's recommending practitioner that also includes the dosage, frequency or time of administration, and length of time between dosages.

The parent/guardian or other registered designated caregiver is the only person who may provide, administer, or assist the student with the consumption of medical cannabis. Schools will not store, and school personnel will not administer medical cannabis.

Administration of medical cannabis to qualifying students shall be in accordance with this policy. Administration of all prescription and nonprescription medications to students shall be in accordance with applicable law and the ~~District's~~ **Cooperative's** policy (**Article XI**) concerning the administration of medications to students.

Definitions

The following definitions apply for purposes of this policy:

1. "Designated location" means a location identified in writing by the school district in its sole discretion and may include a location on the grounds of the school in which the student is enrolled, upon school property in South Dakota, as that term is defined herein, or at a school-sponsored activity in South Dakota.
2. "Permissible form of medical cannabis" means non-smokable products such as oils, tinctures, edible products or lotions that can be administered and fully ingested or absorbed in a short period of time. Patches and other forms of administration that continue to deliver medical cannabis to a qualified student while at school may be appropriate for students who receive ongoing adult assistance or on a case-by-case basis as determined by the district when adequate protections against misuse may be made. Smoking or vaping medical cannabis is strictly prohibited and is not a permissible form of medical cannabis for students in a school setting under any circumstances.
3. "Designated caregiver" means the qualifying student's parent, guardian or other responsible adult over twenty-one years of age who is the qualifying student's registered designated caregiver and who has a caregiver's card approved by the South Dakota Department of Health. In no event shall another student be recognized as a designated caregiver. A designated caregiver is the only individual permitted to possess and administer to a qualifying student. Any designated caregiver seeking access to school property or school-sponsored activity for purposes of this policy must comply with the Board's policy and/or procedures concerning visitors to school and all other applicable policies.
4. "School property" means any school premises, vehicle, or building, or on or in any premises, vehicle, or building used or leased for the school district's functions.
5. "Qualifying student" means a student who possesses a valid registry identification card approved by the State of South Dakota Department of Health for the use of medical cannabis.
6. "Written certification" means the completed South Dakota Department of Health form dated and signed by a physician who is licensed with authority to prescribe drugs to humans, stating that in his/her professional opinion the patient is likely to receive a therapeutic or palliative benefit from the medical use of cannabis to treat or alleviate the patient's debilitating medical condition or symptom associated with the debilitating medical condition. The document must specify the patient's debilitating medical condition and that it is made in the course of a bona fide practitioner-patient relationship.

Permissible administration of medical cannabis to a qualifying student

A qualifying student's designated caregiver may administer a permissible form of medical cannabis to a qualifying student in a designated location if all of the following parameters are met:

7. The qualifying student's parent/guardian provides the following to the ~~school~~ **Cooperative** before the administration of medical cannabis is allowed on school property or at a school-sponsored activity and thereafter at the beginning of each school year and at any time when the qualifying student's administration of medical cannabis changes:
 - a. The qualifying student's valid registry identification card from the State of South Dakota Department of Health or nonresident card with the State of South Dakota Department of Health's confirmation of registration authorizing the student to receive medical cannabis;
 - b. The completed and signed Form JHCDE-E(1)(Medical Cannabis Administration Plan);
 - c. The designated caregiver(s) card approved by the State of South Dakota Department of Health; and
 - d. Written certification dated and signed by the student's recommending practitioner that also includes the dosage, frequency or time of administration, and length of time between dosages.
8. The qualifying student's parent/guardian provides written notice to the school within ten (10) days of any of the following:
 - e. Change in a designated caregiver;
 - f. The student ceases to have a debilitating medical condition, as that term is defined in South Dakota law; or
 - g. The registry identification card is void, expired or revoked.
9. In the event that a new registry identification card is issued, the qualifying student's parent/guardian provides the new card to the ~~school district~~ **cooperative** within ten (10) days of the issuance of the card;

10. The qualifying student's parent/guardian signs the written acknowledgement in Form JHCDE-E(1)(Medical Cannabis Administration Plan) assuming all responsibility for the provision, administration, maintenance, possession, storage and use of medical cannabis under state law, and releases the district from liability for any claim or injury that occurs pursuant to this policy;
11. The qualifying student's parent/guardian or designated caregiver shall be responsible for providing the permissible form of medical cannabis to be administered to the qualifying student, shall transport it in a container that meets the packaging and labeling requirements specified by the South Dakota Department of Health, and shall not at any given time possess on school property an amount of medical cannabis that exceeds the qualifying student's prescribed daily dosage;
12. The district will determine the location and the method of administration of a permissible form of medical cannabis so to not create risk of disruption to the educational environment or exposure to other students;
13. After administering the permissible form of medical cannabis to the qualifying student, the student's designated caregiver shall remove any remaining medical cannabis from the school property or school-sponsored activity;
14. The written dated and signed plan contained in Form JHCDE-E(1)(Medical Cannabis Administration Plan) is prepared that identifies the form, designated location(s), and any protocol regarding administration of a permissible form of medical cannabis to the qualifying student.

Additional parameters

School personnel, in their role as employees of the school district - Northeast Educational Services Cooperative (NESC), will not under any circumstances:

15. Assist a qualifying student or his/her designated caregiver in obtaining, administering, or using medical cannabis;
16. Store or hold medical cannabis in any form;
17. Ensure the qualifying student is properly using the medical cannabis as instructed by his/her recommending practitioner; or
18. Serve as the qualifying student's designated caregiver of medical cannabis.

This policy conveys no right to any student or to the student's parents/guardians or other designated caregiver to demand access to any general or particular location on school property or at a school-sponsored activity to administer medical cannabis.

When a school-sponsored activity occurs at another South Dakota public school, the location identified by that school will serve as the designated location for the designated caregiver's administration of medical cannabis.

This policy shall not apply to school property or school-sponsored activities located outside of the state of South Dakota, on federal property or any other location that prohibits cannabis on its property.

Permission to administer medical cannabis to a qualifying student may be limited or revoked if the qualifying student and/or the student's parent/guardian or other designated caregiver violates this policy or demonstrates an inability to responsibly follow this policy's parameters.

No student is permitted to possess or self-administer medical cannabis. Qualifying students with a valid registry identification card who possess or self-administer cannabis may be subject to discipline just as any other student without a valid registry identification card would be. Student possession, use, distribution, sale or being under the influence of cannabis inconsistent with this policy may be considered a violation of Board policy concerning drug and alcohol involvement by students or other Board policy and may subject the student to disciplinary consequences, including suspension and/or expulsion, in accordance with applicable Board policy.

If the federal government indicates that the District's federal funds will be lost or have been lost by this policy, the Board declares that this policy shall be suspended immediately and that the administration of any form of medical cannabis to qualifying students on school property or at a school-sponsored event shall not be permitted. The district shall post notice of such policy suspension and prohibition in a conspicuous place on its website.

Medical Cannabis Administration Plan

Before the administration of medical cannabis on school property or at a school-sponsored activity, at the beginning of each school year and at any time when the qualifying student’s administration of medical cannabis changes, the student’s parent/guardian must complete and submit to the district this form, the student’s registry identification card, the designated caregiver(s) card, and a written signed certification¹ by the recommending practitioner that also includes the dosage, frequency or time of administration, and length of time between dosages.

To be completed by the parent/guardian:

Name of Qualifying Student²: _____

School: _____ Grade: _____

Name and Phone Number of Student’s Designated Caregiver(s)³: _____

By initialing the following statements and signing below, the undersigned parent/guardian hereby acknowledges:

_____ I have read and agree to comply with the procedure regarding the administration of medical cannabis to qualifying students as outlined in Policy JHCDE.

_____ I assume all responsibility for the provision, administration, maintenance, possession, storage and use of medical cannabis to my child.

_____ I understand that no school personnel are required to administer medical cannabis to my child, and that only a registered designated caregiver will be allowed to administer medical cannabis to my child.

_____ I understand that I or the designated caregiver for my child will not at any time possess on school property an amount of medical cannabis that exceeds my child’s prescribed daily dosage, that it will be transported in a container that meets the packaging and labeling requirements specified by the South Dakota Department of Health, and that as soon as I or my child’s designated caregiver administer the dosage of medical cannabis, I or my child’s designated caregiver must remove any remaining cannabis from the school property or school-sponsored activity.

_____ I understand that the district will determine a designated location and any protocols regarding the administration of medical cannabis to my child and that this plan does not allow for the administration of medical cannabis on federal property or any location that prohibits cannabis on its property.

_____ I agree to notify the School District of any change in circumstances as outlined in Policy JHCDE.

_____ I understand that permission to administer medical cannabis in accordance with this plan may be revoked for the failure to comply with the procedure, rules or requirements of the administration of medical cannabis to qualifying students or other policies.

By signing below, I hereby release and hold harmless the School District, its officers, agents, employees, and volunteers from any and all liability, damages, injury or other legal claims which I now have or may hereafter have arising out of the administration of medical cannabis to my child.

Date: _____

Signature of parent or guardian

¹ “Written certification” means the completed South Dakota Department of Health form dated and signed by a physician who is licensed with authority to prescribe drugs to humans, stating that in his/her professional opinion the patient is likely to receive a therapeutic or palliative benefit from the medical use of cannabis to treat or alleviate the patient’s debilitating medical condition or symptom associated with the debilitating medical condition. The document must specify the patient’s debilitating medical condition and that it is made in the course of a bona fide practitioner-patient relationship.

² “Qualifying student” means a student who possesses a valid registry identification card approved by the State of South Dakota Department of Health for the use of medical cannabis.

³ “Designated caregiver” means the qualifying student’s parent, guardian or other responsible adult over twenty-one years of age who is the qualifying student’s registered designated caregiver and who has a caregiver’s card approved by the SD Department of Health. In no event shall another student be recognized as a designated caregiver. A designated caregiver is the only individual permitted to possess and administer to a qualifying student.

ARTICLE V

USE OF ALCOHOL, DRUGS, AND CONTROLLED SUBSTANCES BY EMPLOYEES

(DRUG FREE WORKPLACE)

Student and employee safety is a paramount concern to the board. Employees under the influence of alcohol, drugs, or controlled substances are a serious risk to themselves, to students, and to other employees. Therefore, the board will not tolerate the unlawful manufacture, use, possession, sale, distribution or being under the influence of drugs or controlled substances. Nor will the board tolerate the unlawful use of, or being under the influence of, alcohol by an on-duty employee. Any employee who violates this policy will be subject to disciplinary action which may include dismissal. Each employee of the cooperative is hereby notified that, as a condition of employment, the employee must abide by the terms of this policy and will report to the director any criminal alcohol and/or drug statute convictions for a violation occurring in or on the premises of this cooperative, or while engaged in regular employment. Such notification must be made by the employee to the director no later than five days after the conviction. Within ten (10) days after the director receives such notification in any school district receiving district federal aid the director will report the violation to the United States Department of Education and in all cases report the violation to the State Secretary of Education.

Thirty days after receipt of information concerning a violation of this policy the cooperative will take appropriate disciplinary action which may include termination of employment or may require the employee to participate in alcohol and/or drug abuse assistance or rehabilitation programs, and possible referral for prosecution.

The Cooperative will inform employees about this policy and the dangers of substance abuse, available substance abuse counseling and rehabilitation, and the penalties for substance abuse violations occurring in the workplace.

The board recognizes that employees who have an alcohol and/or drug use/abuse problem should be encouraged to seek professional assistance. An employee who requests assistance shall be referred to a treatment facility or agency in the community if such a facility or agency is available. Provided a list of the regional treatment facilities or agencies to assist him/her in their choice of a service provider.

When a staff member has consumed alcoholic beverages or illegal drugs off of school property and/or before school activity, the staff member will not be allowed on school property or to participate in school activities. Staff members who violate this regulation may be subject to the same penalties as for possession or consumption on school property.

When Cooperative officials have reasonable suspicion that a violation of this policy has occurred, the employee under suspicion will be required to submit to a test for alcohol and/or illegal drugs. NESC employees must submit to a drug or alcohol test when requested by NESC Administration. A declined test will constitute a failed test. For the purposes of this policy, "illegal drug" means narcotics, drugs and controlled substances as defined in federal law or state law. "Illegal drugs" also includes any prescription or over-the-counter drug that does not meet the following four criteria:

1. The employee has a current a valid prescription for the drug or the drug is sold over-the-counter;

2. The drug is used or possessed for the purpose for which it was prescribed or sold over-the-counter
3. The drug is used or possessed at the dosage prescribed or recommended; and
4. The drug is used or possessed consistent with the safe and efficient performance of the employee's job duties.

Any staff member who is taking a drug or medication, whether or not prescribed by the staff member's physician, which may adversely affect that staff member's ability to perform work in a safe or productive manner is required to report such use of medication to his or her supervisor. This includes drugs that are known or advertised as possibly affecting judgement, coordination of any of the senses, including those that may cause drowsiness or dizziness.

The Cooperative Board hereby commits itself to a continuing good faith effort to maintain a drug-free workplace.

A copy of this policy shall be given to all employees.

TEMPORARY DISENGAGEMENT

The board recognizes the inadequacies of "crisis action" and the importance of expert legal counsel in the area of dismissal for any employee. In the event of an emergency situation, the employee will be temporarily disengaged by NESC Administration, with pay, from his responsibilities and requested to await further notice from the administrative office. This action only simplifies one situation so as to maintain a proper environment for learning and in no way imputes contributory involvement to the employee. He/She may be reinstated to their responsibilities when advisable, or may be notified of suspension when investigation so indicates.

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE
BOARD OF DIRECTORS MEETING
Monday, November 15, 2021 - 7:00 P.M.**

1. Call to Order
2. Introduction of guests
3. Public Comment
4. Agenda review, changes, and approval
5. Speech-Language (SLP, SLPA) Department Presentation
6. Conflicts of Interest
7. Approval of October 2021 Financial report
8. Consent Agenda
 - a. Approval of October 18, 2021 meeting minutes

- b. Approval of payment of November 2021 budget claims

- c. Acknowledgement of Webster Area School District Work Agreement for shared para @ \$22.52/hour

9. Discussion Items

- a. Assistant Director Report

- b. Director Report

- c. Article XII Medical Cannabis Policy – first reading

- d. Article V Use of Alcohol, Drugs, and Controlled Substance by Employees Amendment – first reading

- e. Core Values Steering Committee report

10. Action items

11. Adjourn