

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

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, December 20, 2021 via Teleconference, Zoom and at Lake Area Technical College in Watertown, SD. The meeting was called to order by President Schuurman at 7:07 P.M. and adjourned at 7:57 P.M.

Members present:

Jolene King, Arlington; Malory McIntire, Clark; Evan Buckmiller, De Smet; Carie Knutson, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Chris Verhoek, Estelline; Joe Homola, Hamlin; Jerod Olson, Lake Preston; Carrie Schiernbeck, Oldham/Ramona; Lana Sand, Rosholt-entered at 7:12 P.M.; Ryan Olson, Rutland-entered at 7:10 P.M.; David Squires, Sioux Valley; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster

Absent:

Gary Brassfield, Britton-Hecla; Alisha Nielsen, Castlewood; Lisa Lauterhahn, Enemy Swim Day School; Jon Kahnke, Florence; Paula Blue, Henry; Greg Bich, Iroquois; Lisa Amdahl, Summit; Art Berger, Waubay; Tia Felberg, Willow Lake; Mary Campbell, Wilmot

Others Attending:

NESC Staff Representatives: Jessica Fischer, Teresa Landmark, Stephanie Hayunga, Rochelle Schmidt, Shelly Skogstad
Member District Superintendents: Jim Block, Webster; Mitch Reed, Florence – left at 7:17 P.M.
NESC Administration: Andrea Powell, Director; Tim Frewing, Assistant Director

Call to Order

President Schuurman called the meeting to order at 7:07 P.M.

Introduction of Guests

Jim Block, Mitch Reed, Jessica Fischer, Teresa Landmark, Stephanie Hayunga, Rochelle Schmidt, and Shelly Skogstad were introduced as guests.

Public Comment

No public comments were presented.

Agenda Review, Changes, and Approval

Action #22-40 Motion by J. Olson, second by D. Squires, to approve the agenda with two changes (strike #5: Kari Nolte and Reading Recovery; also amend date of next meeting to January 17, 2022). Motion carried unanimously.

Conflicts of Interest

No conflicts of interest were presented.

Financial Report

Action #22-41 Motion by J. Homola, second by C. Knutson, to approve the financial report for the period ending November 30, 2021. Motion carried unanimously.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
November 1, 2021	\$154,245.26	\$428,110.49	\$5,808.89
<u>Receipts:</u>			
Local Sources	\$1,530.51	\$288,145.84	\$2,139.32
State Sources		\$11,914.00	
Federal Sources		\$511,483.00	
Other	\$146.88	\$1,485.12	
<u>Total Monthly Receipts</u>	<u>\$1,677.39</u>	<u>\$813,027.96</u>	<u>\$2,139.32</u>
Total Gross Receipts	\$155,922.65	\$1,241,138.45	\$7,948.21
Manual Journal Entries			
Less Salaries	\$9,716.68	\$315,699.35	
Less Disbursements	\$15,142.73	\$54,949.22	\$2,677.28
<u>Total Salaries & Disbursements</u>	<u>\$24,859.41</u>	<u>\$370,648.57</u>	<u>\$2,677.28</u>
Ending Cash Balance			
November 30, 2021	\$154,245.26	\$870,498.88	\$5,270.93

Consent Agenda

Action #22-42 Motion by M. McIntire, second by J. King to approve the following items on the Consent Agenda: 8a) Approval of November 15, 2021 Meeting Minutes; 8b) Approval of Payment of December 2021 Budget Claims; 8c) Approval of Amendment to Josie Nelson’s Contract Effective Nov 1 (from 1.0 FTE to 0.75 FTE); 8d) Approval of Robin Schwandt School Psych Contract for SY 22-23 (face value of \$68,000 for 17 years’ experience, to be amended following spring negotiations). Motion carried unanimously.

December 2021 Accounts Payable

General Fund: APPLE INC. EC TECH SUPP 67.03; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 55.67; CASPER, LAURIE BACKGROUND CHECK 4.79; CENEX FLEETCARD GASOLINE 5,386.90; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 16.80; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON SCHOOL MATTERS 26.72; DUST TEX SERVICE, INC. NOV 2021 RUG RENT 5.00; EMC INSURANCE FY22 ADD VEH COV 38.79; ESTELLINE COMMUNITY OIL CO. GASOLINE 51.25; EXPRESS EMBROIDERY AND SCREEN PRINTING, BOARD SUPP 2,568.84; HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 821.64; JURGENS OIL MAINT 105.80; NEBEL, JAMESON LAWN CARE 12.60; NESC IMPREST 41.95; NESC PAYROLL DEC 2021 9,750.28; OTTERTAIL POWER CO. ELEC 29.74; PALMLUND AUTOMOTIVE MAINT 38.95; ROB'S AUTO REPAIR MAINT 1,567.21; SANFORD HEALTH PLAN HSA/FSA FEES 6.50; SICHMELLER, SARAH BACKGROUND CHECK 4.97; TWIN VALLEY TIRE, INC. MAINT 172.50; W.W. TIRE SERVICE MAINT 345.94; WEBSTER AUTO CARE MAINT 139.94

Fund Total: \$21,259.81

Special Education Fund: APPLE INC. EC TECH SUPP 677.72; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 20,264.97; CASPER, LAURIE BACKGROUND CHECK/REIMB MI 104.74; CASTLEWOOD SCHOOL DISTRICT NOV

2021 USE FEE/NURSE SPLIT 6,843.05; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 169.85; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON SCHOOL MATTERS 270.16; DUST TEX SERVICE, INC. NOV 2021 RUG RENT 50.59; EMC INSURANCE FY22 ADD VEH COV 392.21; HAMLIN SCHOOL DISTRICT NOV 2021 USE FEE 1,475.10; PARENT NOV 2021 MI 95.76; NEBEL, JAMESON LAWN CARE 127.40 NESC IMPREST 604.72; NESC PAYROLL DEC 2021 315,083.14; OTTERTAIL POWER CO. ELEC 300.65; SANFORD HEALTH PLAN HSA/FSA FEES 65.70; SICHMELLER, SARAH BACKGROUND CHECK 50.28; TEACHWELL SOLUTIONS CONTRACTED SERVICES 768.00 WEBSTER SCHOOL DISTRICT NOV 2021 USE FEE 690.10; WENZ, MELODY ASHA DUES 225.00

Fund Total: \$348,259.14

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Powell gave her monthly report.

Medical Cannabis Policy

Director Powell discussed the second reading of the Medical Cannabis Policy.

Core Values Steering Committee report

Director Powell updated the board on the core values steering committee.

Business Manager and Director Evaluations

The board discussed the process for business manager and director evaluations. The evaluation instruments were already distributed by e-mail to all board members, with additional hard copies being given to those attending in person. Board members should complete the evaluation forms and send them to Penny Thyen by January 10, 2022. The NESC office will mail board members a postage-paid envelope addressed to Penny, who will compile that data and bring it to the January 17 board meeting.

Upcoming Dates

Director Powell discussed upcoming dates of interest.

Action Items

Action #22-43 Motion by P. Thyen, second by L. Sand to approve the Medical Cannabis Policy. Motion carried unanimously.

Adjournment

Action #22-44 With there being no further business, motion by J. Olson, second by M. McIntire, to adjourn. Motion carried unanimously.

The next NESC Board of Directors meeting will be held at Lake Area Technical College in Watertown, SD on Monday, January 17, 2022 at 7:00 P.M.

Arend Schuurman, President

Tim Frewing, Assistant Director