

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, January 17, 2022

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, January 17, 2022 via Teleconference, Zoom and at Lake Area Technical College in Watertown, SD. The meeting was called to order by President Schuurman at 7:01 P.M. and adjourned at 9:54 P.M.

**Members present:**

Jolene King, Arlington; Alisha Nielsen, Castlewood; Malory McIntire, Clark; Barb Asleson, De Smet; Michelle Prins, Deuel; Arend Schuurman, Elkton; Chris Verhoek, Estelline; Joe Homola, Hamlin; Paula Blue, Henry; Jerod Olson, Lake Preston; Lisa Amdahl, Summit; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster-entered at 7:04 P.M.

**Absent:**

Gary Brassfield, Britton-Hecla; Laura Crooks, Deubrook; Lisa Lauterhahn, Enemy Swim Day School; Jon Kahnke, Florence; Greg Bich, Iroquois; Brian Hanson, Oldham/Ramona; Lana Sand, Rosholt; Ryan Olson, Rutland; David Squires, Sioux Valley; Art Berger, Waubay; Tia Felberg, Willow Lake; Mary Campbell, Wilmot

**Others Attending:**

NESC Staff Representatives: Kari Nolte, Teresa Landmark, Melody Wenz – entered at 7:03 P.M.

Member District Superintendents: Todd Obele, Henry; Dr. Jim Block, Webster

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

**Call to Order**

President Schuurman called the meeting to order at 7:01 P.M.

**Agenda review, changes, and approval**

*Action #22-45* Motion by J. Homola, second by A. Nielsen, to approve the agenda as presented. All present voted, motion carried.

**Introduction of Guests**

Kari Nolte, Teresa Landmark, Dr. Jim Block and Todd Obele were introduced as guests.

**Public Comment**

No public comments were presented.

**Conflicts of Interest**

No conflicts of interest were presented.

**Reading Recovery Department**

Kari Nolte presented information about the work of the Reading Recovery department.

**Financial Report**

Action #22-46 Motion by J. King, second by P. Blue, to approve the financial report for the period ending December 31, 2021. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
<b>December 1, 2021</b>	<b>\$131,063.24</b>	<b>\$870,489.88</b>	<b>\$5,270.93</b>
<u>Receipts:</u>			
Local Sources	\$1,690.76	\$180,706.69	\$2,589.99
State Sources		\$3,467.78	
Federal Sources		\$205,684.00	
Other	\$3,045.00		
<u>Total Monthly Receipts</u>	<u>\$4,735.76</u>	<u>\$389,858.47</u>	<u>\$2,589.99</u>
Total Gross Receipts	\$135,799.00	\$1,260,348.35	\$7,860.92
Manual Journal Entries			
Less Salaries	\$9,750.28	\$315,083.14	
Less Disbursements	\$11,509.53	\$33,176.00	\$1,102.68
<u>Total Salaries &amp; Disbursements</u>	<u>\$21,259.81</u>	<u>\$348,259.14</u>	<u>\$1,102.68</u>
<b>Ending Cash Balance December 31, 2021</b>	<b>\$114,539.19</b>	<b>\$912,089.21</b>	<b>\$6,758.24</b>

**Consent Agenda**

Action #22-47 Motion by J. Homola, second by J. King to approve the following items on the Consent Agenda: 8a) Approval of December 20, 2021 Board of Directors minutes; 8b) Approval of payment of January 2022 budget claims; 8c) Approval of Deb Lauseng 9 month salary payout request for FY22; 8d) Approval of Deb Lauseng retirement May 2022; 8e) Approval of Kari Nolte retirement May 2022; 8f) Acknowledgement of Alysha Johnson’s request to go .6FTE in FY23. All present voted, motion carried.

*The Board thanks Deb for  
36 years of service and Kari for  
24 years of service!  
Well wishes on your retirement!*

**December 2021 Accounts Payable**

**General Fund:** ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM CONTRACT 150.48;APPLE INC. APPLECARE 113.76; AUTOMAXX CDJR, INC. MAINT 43.95; BASS SANITATION INC. OCT - DEC GARB 12.28; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 96.37; CENEX FLEETCARD GASOLINE 5,224.16; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 6.11; DUST TEX SERVICE, INC. DEC 2021 RUG RENT 5.00; EFRAIMSON ELECTRIC INC. BLDG MAINT 8.72; ESTELLINE COMMUNITY OIL CO. MAINT 87.12; FISCHER, JESSICA ADVANCE STUDY 45.00; HAMLIN COUNTY FARMERS COOP GASOLINE 607.30; JEFF'S VACUUM CENTER VACUUM REPAIR 4.72; KORMANAGEMENT SERVICES, LLC DRUG TESTING Q2 2,906.56; NESC PAYROLL JAN 2022 9,807.72; NESC SPECIAL REVENUE PROJECTS FY22 2ND QTR EXP MI 1,408.89; ROB'S AUTO REPAIR MAINT 728.69; SANFORD HEALTH PLAN HSA/FSA FEES 6.50; SCOTTING HEATING & COOLING LLC FURNACE MAINT 32.14; TWIN VALLEY TIRE, INC. MAINT 92.00; W.W. TIRE SERVICE MAINT 70.23  
WATERTOWN PUBLIC OPINION MINUTES 11.41

**Fund Total: \$21,469.11**

**Special Education Fund:** ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM CONTRACT 65.52; APPLE INC. APPLECARE 1,150.24; BASS SANITATION INC. OCT - DEC GARB 124.22; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 18,092.33; BRITTON-HECLA SCHOOL DISTRICT DEC 2021 MI 15.96; CASTLEWOOD SCHOOL DISTRICT DEC 2021 USE FEE 862.63; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 61.76; DUST TEX SERVICE, INC. DEC 2021 RUG RENT 50.59; EFRAIMSON ELECTRIC INC. BLDG MAINT 88.22; FISCHER, JESSICA ADVANCE STUDY 455.00; HAMLIN SCHOOL DISTRICT DEC 2021 USE FEE 1,475.10; HANSEN, HEATHER ASHA DUES 225.00; HAYUNGA, STEPHANIE REIMB MI 31.08; JEFF'S VACUUM CENTER VACUUM REPAIR 47.77; PARENT DEC MI 80.64; NESC IMPREST 82.00; NESC PAYROLL JAN 2022 308,416.32; NESC SPECIAL REVENUE PROJECTS FY22 2ND QTR EXP 69,505.13; SANFORD HEALTH PLAN HSA/FSA FEES 65.70; SCOTTING HEATING & COOLING LLC FURNACE MAINT 325.00; WATERTOWN PUBLIC OPINION MINUTES 115.39; WEBSTER SCHOOL DISTRICT DEC 2021 USE FEE 690.10

**Fund Total: \$402,025.70**

#### Discussion Items

##### Assistant Director's Report

Assistant Director Frewing gave his monthly report.

##### Director's Report

Director Powell gave her monthly report.

##### Core Values Steering Committee report

Director Powell reviewed the Core Values discussion from the Steering Committee meeting. Discussion to continue at a later date.

##### Steering Committee

The Steering Committee will meet February 21, 2022 at 6:00 P.M.

##### Executive Session

*Action #22-48* 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 J. Homola, second by A. Nielsen to enter executive session at 7:22 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 8:38 P.M.

##### Action Items after Executive Session

###### Motion to accept/deny grievance

*Action #22-49* Motion by P. Blue, second by J. Homola to accept the grievance. All present voting in favor, motion carried.

##### Executive Session

*Action #22-50* 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 J. Homola, second by M. Prins to enter executive session at 9:10 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 9:50 P.M.

##### Action Items after Executive Session

###### Discontinue Reading Recovery

*Action #22-51* Motion by J. Homola, second by J. King to approve discontinuing Reading Recovery program. All present voting in favor, motion carried.

Business Manager Contract

*Action #22-52* Motion by C. Verhoek, second by J. Homola to offer contract to Business Manager Tiffany Stormo for FY23 with salary to be determined at a later date. All present voting in favor, motion carried.

Adjournment

*Action #22-53* With there being no further business, motion by J. Homola, second by C. Verhoek, to adjourn. All present voting in favor, motion carried.

The Steering Committee will be meeting at Lake Area Technical College in Watertown, SD on Monday, February 21, 2022 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, February 21, 2022 at 7:00 P.M.

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**Arend Schuurman, President**

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**Tiffany Stormo, Business Manager**