

**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

February 14, 2022

Dear NESC Board Members:

Our monthly board meeting will be held on Monday, February 21<sup>st</sup>, 2022. 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.

Steering Committee will meet at 6:00pm.

Physical location of the meeting:

Lake Area Technical College

1201 Arrow Ave.

Watertown, SD 57201

To join the meeting via zoom:

[https://sdk12.zoom.us/meeting/register/tJUrceiqrijwpHNOGVehGKwZqwj\\_TnW](https://sdk12.zoom.us/meeting/register/tJUrceiqrijwpHNOGVehGKwZqwj_TnW)  
[Mobx5S](#)

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

See you Monday, February 21<sup>st</sup>, 2022 at 7:00pm.

Sincerely yours,



Andrea Powell

**NESC Board of Director's Meeting**

**Proposed Agenda**

Date: February 21st, 2022

Time: 7:00P.M.

Lake Area Technical College (LATC)

1. Call to order
2. Introduction of guests
3. Public Comment
4. Agenda review, changes, and approval
5. Conflicts of Interest
6. Approval of January 2022 financial report
7. Consent Agenda
  - a. Approval January 17th, 2022 meeting minutes
  - b. Approval of payment of February 2022 budget claims
8. Discussion Items
  - a. Assistant Director report
  - b. Director report
  - c. Audit report FY 21
  - d. Performance Survey Results
  - e. December 1, 2021 child count
  - f. ESY rates for 2022
9. Executive Session
  - a. Personnel—SDCL 1-25-2(1). Discussing the qualifications, competence, performance, character, or fitness of any public officer or employer or prospective public officer or employee.
  - b. Negotiations- SDCL 1-25-2(4). Preparing for contract negotiations or negotiating with employee or employee representatives.
10. Action Items
  - a. Approval of Audit Report FY 21
  - b. ESY rates for 2022
  - c. Assistant Director's contract
  - d. Approve LATC Affiliation Agreement
  - e. Hire Rodney Freeman to represent the Board for employee negotiations
11. Adjourn

Next Meeting is March 21, 2022 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
<b>CASH BALANCE</b>				
January 1, 2022	\$114,539.19	\$912,089.21	\$6,758.24	\$1,033,386.64
<b>Receipts:</b>				
<b>Local Sources:</b>				
1312 Center Base Tuition		\$66,232.80		\$66,232.80
1332 Extended School Year Tuition				\$0.00
1510 Interest	\$25.77	\$215.54		\$241.31
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			\$2,025.32	\$2,025.32
1990 Northern Plains				\$0.00
1990 Special Projects-Indirect Cost				\$0.00
1990 Drug & Alcohol Pool				\$0.00
1990 Expensed Mileage	\$70,914.02			\$70,914.02
<b>State Sources:</b>				
3119 Grants-in-Aid: Ed. Specialist				\$0.00
3900 Part C Funds		\$3,390.04		\$3,390.04
3900 Part B Funds				\$0.00
3900 ESA 1				\$0.00
<b>Federal Sources:</b>				
4129 CRF				\$0.00
4175 IDEA Part B 611		\$194,691.00		\$194,691.00
4175 IDEA Part B 611-Private				\$0.00
4186 IDEA Part B 619		\$7,768.00		\$7,768.00
<b>Other Receipts:</b>				
120 Accounts Receivable				\$0.00
140 Due from other Governments				\$0.00
Other Receipts	\$26.01	\$262.99		\$289.00
<b>Total Monthly Receipts</b>	<b>\$72,494.63</b>	<b>\$376,269.24</b>	<b>\$2,025.32</b>	<b>\$450,789.19</b>
Balance Frwd plus Revenue to date	\$187,033.82	\$1,288,358.45	\$8,783.56	\$1,484,175.83
Manual Journal Entry				\$0.00
Manual Journal Entry Revenue				\$0.00
<b>Less Salaries &amp; Disbursements</b>				
Salaries	\$9,807.72	\$308,416.32		\$318,224.04
Disbursements	\$11,661.39	\$93,609.38	\$1,146.75	\$106,417.52
<b>Less Total Salaries &amp; Disbursements</b>	<b>\$21,469.11</b>	<b>\$402,025.70</b>	<b>\$1,146.75</b>	<b>\$424,641.56</b>
<b>CASH BALANCE</b>				
January 31, 2022	<b>\$165,564.71</b>	<b>\$886,332.75</b>	<b>\$7,636.81</b>	<b>\$1,059,534.27</b>

**Balance Sheet**

Clearing Account XX-101-002	\$0.00	\$0.00	\$0.00	\$0.00
Checking Account XX-101	\$4.10	\$543,016.20	\$7,636.81	\$550,657.11
Money Market Savings XX-105	\$165,560.61	\$256,007.71	\$0.00	\$421,568.32
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>\$165,564.71</b>	<b>\$886,332.75</b>	<b>\$7,636.81</b>	<b>\$1,059,534.27</b>
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00

Regular; Processing Month 01/2022; 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	25.77	437.61	134.65	(112.61)
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	4,377.45	58.34	3,126.48
10 1990 012	READING RECOVERY ASSESSMENTS	21,699.15	903.48	17,181.82	79.18	4,517.33
10 1990 013	READING RECOVERY-OTHER LEAs	5,712.23	0.00	0.00	0.00	5,712.23
10 1990 018	MISCELLANEOUS	0.00	0.00	153.20	0.00	(153.20)
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	70,914.02	125,630.76	48.44	133,699.24
Subtotal: LOCAL SOURCES		382,330.35	72,468.62	225,972.69	59.10	156,357.66
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	0.00	710.00	0.00	(710.00)
10 5140	COMPENSATION FOR LOSS OF ASSET	0.00	0.00	3,045.00	0.00	(3,045.00)
Subtotal: 5000		0.00	0.00	3,755.00	0.00	(3,755.00)
Fund Total:		462,114.52	72,468.62	229,727.69	49.71	232,386.83

Regular; Processing Month 01/2022; 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	66,232.80	365,422.60	56.57	280,544.78
22 1312 100	TUITION-ESY	100,000.00	0.00	94,434.82	94.43	5,565.18
22 1510	INTEREST	1,700.00	215.54	1,759.44	103.50	(59.44)
22 1990 003	SPED ASSESSMENTS	1,244,505.79	103,708.87	725,962.09	58.33	518,543.70
22 1990 018	MISCELLANEOUS	5,000.00	0.00	1,343.65	26.87	3,656.35
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	170,157.21	1,188,922.60	58.74	835,105.97
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	3,390.04	25,074.52	62.69	14,925.48
22 3900 014	STATE REVENUE: PART B FUNDS	4,500.00	0.00	8,442.56	187.61	(3,942.56)
Subtotal: STATE SOURCES		179,610.68	3,390.04	33,517.08	18.66	146,093.60
22 4175 475	REGULAR IDEA PART B 611	1,940,036.00	157,248.00	718,472.00	37.03	1,221,564.00
22 4186 486	REGULAR IDEA PART B 619	54,469.00	4,316.00	22,929.00	42.10	31,540.00
22 4192 477	IDEA PT B 611 - ARP	443,358.00	37,443.00	164,429.00	37.09	278,929.00
22 4193 488	IDEA PT B 619 - ARP	39,257.00	3,452.00	13,796.00	35.14	25,461.00
22 4195 126	GEER 1	7,954.45	0.00	0.00	0.00	7,954.45
Subtotal: FEDERAL SOURCES		2,485,074.45	202,459.00	919,626.00	37.01	1,565,448.45
Fund Total:		4,688,713.70	376,006.25	2,142,065.68	45.69	2,546,648.02

Regular; Processing Month 01/2022; 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	448,474.87	2,371,793.37	46.05	2,779,034.85

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	\$2,141.00	\$14,042.98	51.23	\$13,368.40
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$154,103.66	\$5,094.08	\$33,820.21	21.95	\$120,283.45
2227	TECHNOLOGY SUPPORT	\$7,845.99	\$600.47	\$3,666.91	46.74	\$4,179.08
2319	BOARD OF EDUCATION SERVICES	\$13,023.30	\$45.49	\$9,447.21	72.54	\$3,576.09
2329	ADMINISTRATION	\$31,608.50	\$2,806.91	\$17,128.98	54.19	\$14,479.52
2529	ADMINISTRATION-FISCAL SERVICES	\$9,616.41	\$695.80	\$5,420.89	56.37	\$4,195.52
2542	OPERATION & MAINTENANCE BLDGS.	\$4,483.28	\$155.34	\$1,466.93	32.72	\$3,016.35
2545	VEHICLE SERVICE	\$221,022.00	\$6,853.45	\$128,631.01	58.20	\$92,390.99
2551	DRUG & ALCOHOL TESTING POOL	\$13,000.00	\$2,906.56	\$4,962.52	38.17	\$8,037.48
10	GENERAL FUND	<u>\$482,114.52</u>	<u>\$21,299.10</u>	<u>\$218,587.64</u>	<u>45.34</u>	<u>\$263,526.88</u>
<b>22 SPECIAL EDUCATION FUND</b>						
1221	EXTENDED SCHOOL YEAR	\$100,000.00	\$0.00	\$94,434.82	94.43	\$5,565.18
1223	CENTER BASE DAY PROGRAMS	\$645,967.38	\$62,265.68	\$300,309.07	46.49	\$345,658.31
1226	EARLY CHILDHOOD SERVICES	\$404,163.17	\$37,575.86	\$167,251.70	41.38	\$236,911.47
1227	PROLONGED ASSISTANCE PROGRAMS	\$0.00	\$0.00	\$8,378.69	0.00	(\$8,378.69)
2142	PSYCHOLOGICAL SERVICES	\$694,949.99	\$65,108.52	\$311,905.15	44.88	\$383,044.84
2152	SPEECH PATHOLOGY SERVICES	\$1,214,184.96	\$109,480.68	\$515,099.86	42.42	\$699,085.10
2171	PHYSICAL THERAPY	\$299,827.52	\$28,622.90	\$163,438.79	54.51	\$136,388.73
2172	OCCUPATIONAL THERAPY	\$549,171.03	\$47,634.52	\$240,369.25	43.77	\$308,801.78
2213	PROFESSIONAL DEVELOPMENT/PRESERVICE&TCAP	\$2,500.00	\$0.00	\$0.00	0.00	\$2,500.00
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$135,110.68	\$7,873.05	\$49,583.64	36.70	\$85,527.04
7	TECHNOLOGY SUPPORT	\$79,331.76	\$6,059.91	\$36,996.21	46.63	\$42,335.55
.9	BOARD OF EDUCATION SERVICES	\$101,346.66	\$445.82	\$69,534.05	68.61	\$31,812.61
2329	ADMINISTRATION	\$319,597.00	\$27,862.81	\$172,176.15	53.87	\$147,420.85
2529	ADMINISTRATION-FISCAL SERVICES	\$97,232.58	\$7,035.20	\$54,811.27	56.37	\$42,421.31
2542	OPERATION & MAINTENANCE BLDGS.	\$45,330.97	\$1,570.83	\$14,832.38	32.72	\$30,498.59
22	SPECIAL EDUCATION FUND	<u>\$4,688,713.70</u>	<u>\$401,535.78</u>	<u>\$2,199,121.03</u>	<u>46.90</u>	<u>\$2,489,592.67</u>
<b>Grand Total:</b>		<u>\$5,170,828.22</u>	<u>\$422,834.88</u>	<u>\$2,417,708.67</u>	<u>46.76</u>	<u>\$2,753,119.55</u>

Regular; Beginning Month 01/2022; Processing Month 01/2022; 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	4,918.00	0.00	82.00	0.00	5,000.00
71 453	SANFORD FLEX	1,840.24	1,146.75	1,943.32	0.00	2,636.81
	Fund Total: 71	<u>6,758.24</u>	<u>1,146.75</u>	<u>2,025.32</u>	<u>0.00</u>	<u>7,636.81</u>



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>
December 1, 2021	\$131,063.24	\$870,489.88	\$5,270.93
<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>
Ending Cash Balance			
December 31, 2021	\$114,539.19	\$912,089.21	\$6,758.24

**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. APPECARE 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.

\_\_\_\_\_  
Arend Schuurman, President

\_\_\_\_\_  
Tiffany Stormo, Business Manager

Northeast Educational Services Cooperative

FEBRUARY 2022 INVOICES

GENERAL FUND - 10

APPLE INC.	IPADS	202.05
AUTOMAXX CDJR, INC.	MAINT	60.00
BULLERT AUTO	MAINT	163.49
CENEX FLEETCARD	GASOLINE	6,045.64
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	6.37
DON'S BODY SHOP	MAINT	55.00
DUST TEX SERVICE, INC.	JAN 2022 RUG RENT	5.00
GLASS PRODUCTS INC.	BUILD MAINT	11.94
HAMLIN COUNTY FARMERS COOP	MAINT & GASOLINE	1,011.06
MEIER, MICHELLE	MI REIMB	39.51
NESC PAYROLL	FEB 2022	9,725.71
OTTERTAIL POWER CO.	ELEC	60.68
PALMLUND AUTOMOTIVE	MAINT	292.44
QUAM, BERGLIN & POST, P.C.	FY21 AUDIT	778.50
READING RECOVERY COUNCIL OF N.AMERICA	K.N. MEMBER DUES	80.00
ROB'S AUTO REPAIR	MAINT	2,007.52
SANFORD HEALTH PLAN	HSA/FSA FEES	13.00
SASD	A.P., T.F. TITLE IX REGIS	27.00
TOWN OF HAYTI	WATER	21.87
TWIN VALLEY TIRE, INC - WEBSTER	MAINT	180.79
W.W. TIRE SERVICE	MAINT	148.06
WATERTOWN PUBLIC OPINION	MINUTES	20.08
WEBSTER AUTO CARE	MAINT	616.99
WEBSTER TIRE	MAINT	20.00
<u>GENERAL FUND TOTAL:</u>		<u>21,592.70</u>

SPECIAL EDUCATION FUND - 22

APPLE INC.	IPADS	2,042.95
BRITTON-HECLA SCHOOL DISTRICT	JAN 2022 MI	15.54
CASTLEWOOD SCHOOL DISTRICT	JAN 2022 USE FEE	862.63
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	64.40
DUBRO, ANGEL	MI REIMB	125.16
DUST TEX SERVICE, INC.	JAN 2022 RUG RENT	50.59
GLASS PRODUCTS INC.	BUILD MAINT	120.77
HAMLIN SCHOOL DISTRICT	JAN 2022 USE FEE	1,475.10

HAYUNGA, STEPHANIE	AOTA DUES	220.00
HUYVAERT, NICOL	AOTA DUES	220.00
KELLER-KNUDSON, CHERYL	ASHA DUES	225.00
NESC PAYROLL	FEB 2022	311,593.12
PARENT	JAN MI	65.52
OTTERTAIL POWER CO.	ELEC	613.54
QUAM, BERGLIN & POST, P.C.	FY21 AUDIT	7,871.50
SANFORD HEALTH PLAN	HSA/FSA FEES	131.40
SASD	A.P., T.F. TITLE IX REGIS	273.00
SW/WC SERVICE COOPERATIVE	BEHAVIOR ANALYST CONTRACT	18,923.98
TOWN OF HAYTI	WATER	221.13
WATERTOWN PUBLIC OPINION	MINUTES	203.00
WEBSTER SCHOOL DISTRICT	JAN 2022 USE FEE	690.10
WENZ, MELODY	NOV 21 - JAN 22 MI	63.84
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>346,072.27</u>
<u>FEBRUARY 2022 INVOICES TOTAL:</u>		<u>367,664.97</u>

GENERAL FUND

HY-VEE FOOD STORE-BROOKINGS	EE USE ERROR- CORRECTED	64.92
HY-VEE FOOD STORE	BOA 1/5/2022	1.89
INNOVATIVE OFFICE SOLUTIONS	O&M SUPP	3.97
ITC TELECOM	JAN PHONE SERVICE	39.79
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	1.76
US POSTAL SERVICE	POSTAGE	8.64
VERIZON WIRELESS	DEC CELL SERVICE	10.87
<u>GENERAL FUND TOTAL:</u>		<u>131.84</u>

SPECIAL EDUCATION FUND

AMAZON	CB/SLP SUPP	127.48
ARROWWOOD RESORT & CONFERENCE CENTER AT CEDAR SHORE	ED SPEC TRAVEL	77.00
HOLIDAY INN CITY CENTRE	ED SPEC TRAVEL	300.00
HOLIDAY INN EXPRESS FT.PIERRE	A.P. TRAVEL	120.00
HOLIDAY INN EXPRESS-WINNER	ED SPEC TRAVEL	150.00
HY-VEE FOOD STORE	BOA 1/5/2022	19.10
INNOVATIVE OFFICE SOLUTIONS	O&M SUPP	40.15
ITC TELECOM	JAN PHONE SERVICE	402.35
MARSHALL CO. HEALTHCARE CENTER	PT/OT SERVICES	6,382.14
SANFORD WEBSTER MEDICAL CENTER	OT SERVICES	6,700.54
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	95.72
US POSTAL SERVICE	POSTAGE	87.36
VERIZON WIRELESS	DEC CELL SERVICE	189.96
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>14,691.80</u>

FEBRUARY 2022 BMO INVOICES:

14,823.64



A part of BMO Financial Group

# INVOICE

February 05, 2022

Northeast Educational  
310 5th Street  
Hayti, SD 57241

ATTN:

**Invoice Number: 0703531-2202**

**Invoice Amount: \$ 14,823.64**

This invoice amount represents the total balances of all Corporate Card accounts for the billing period ending February 05, 2022.

Your payment is due **March 04, 2022**.

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 or billing account and the total amount to be paid.

<b>BMO Harris Accounts</b>		<b>Diners Club Accounts</b>	
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:

<b>BMO Harris Accounts</b>	<b>Diners Club Accounts</b>
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: 0703531-2202  
Amount Paid: \$ 14,823.64  
Payment Due Date: March 04, 2022

RUN DATE: 02/07/2022



# Transaction Search - Company

All amounts are tax inclusive and displayed in their billing currency

As an administrator you may make adjustments to these transactions

EMO, Statement Period 01/06/2022 to 02/05/2022

Mapped Cards

## Billing Account 032312

Posting Date	Tran Date	Account	Supplier	Amount
01/26/2022	01/26/2022	XXXX-XXXX-XXXX-2312	Payment - Automatic Pymt Received	-18,188.70
			Debit Total USD	0.00
			Credit Total USD	-18,188.70
			Total USD	-18,188.70

## POWELL ANDREA

Posting Date	Tran Date	Account	Supplier	Amount
01/19/2022	01/18/2022	XXXX-XXXX-XXXX-0787	Hy-Vee Brookings 1039	64.92 ?
02/04/2022	02/02/2022	XXXX-XXXX-XXXX-0787	Holiday Inn Exp Ft Pie	120.00 ?
			Debit Total USD	184.92
			Credit Total USD	0.00
			Total USD	184.92

## Boyd Brenda

Posting Date	Tran Date	Account	Supplier	Amount
01/17/2022	01/13/2022	XXXX-XXXX-XXXX-9401	Holiday Inn Express	150.00 ? !
01/31/2022	01/27/2022	XXXX-XXXX-XXXX-9401	Holiday Inn City Centr	300.00 ? !
			Debit Total USD	450.00
			Credit Total USD	0.00
			Total USD	450.00

## Reinhiller Lisa

Posting Date	Tran Date	Account	Supplier	Amount
01/24/2022	01/21/2022	XXXX-XXXX-XXXX-1409	Arrowwood Resort At Ce	77.00 ? !
01/24/2022	01/21/2022	XXXX-XXXX-XXXX-1409	Arrowwood Resort At Ce	83.75 ? !
01/24/2022	01/21/2022	XXXX-XXXX-XXXX-1409	Arrowwood Resort At Ce	-83.75 ? !
			Debit Total USD	160.75
			Credit Total USD	-83.75
			Total USD	77.00

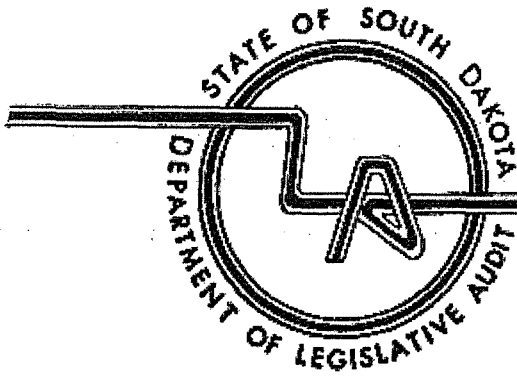
## Admin Nesc

Posting Date	Tran Date	Account	Supplier	Amount
--------------	-----------	---------	----------	--------

01/10/2022	01/07/2022	XXXX-XXXX-XXXX-7540	Usps Po 4637080684	96.00	?	!
01/24/2022	01/22/2022	XXXX-XXXX-XXXX-7540	Innovative Office Solu	39.42	?	!
01/26/2022	01/25/2022	XXXX-XXXX-XXXX-7540	Innovative Office Solu	4.70	?	!
			Debit Total USD	140.12		
			Credit Total USD	0.00		
			Total USD	140.12		

**Stormo Tiffany**

Posting Date	Tran Date	Account	Supplier	Amount		
01/06/2022	01/05/2022	XXXX-XXXX-XXXX-0837	Hy-Vee Watertown 1871	20.99	?	
01/06/2022	01/05/2022	XXXX-XXXX-XXXX-0837	Amzn Mktp Us	-35.96	?	
01/12/2022	01/11/2022	XXXX-XXXX-XXXX-0837	Amzn Mktp US F69f9l83	30.98	?	
01/20/2022	01/19/2022	XXXX-XXXX-XXXX-0837	In Time Management Sy	97.48	?	
01/20/2022	01/20/2022	XXXX-XXXX-XXXX-0837	Vzwlss My Vz Vb P	200.83	?	
01/21/2022	01/19/2022	XXXX-XXXX-XXXX-0837	Interstate Telecommuni	442.14	?	
01/24/2022	01/21/2022	XXXX-XXXX-XXXX-0837	Amzn Mktp US K22594ya3	23.00	?	
01/26/2022	01/26/2022	XXXX-XXXX-XXXX-0837	Amzn Mktp US O32vz4983	22.50	?	
01/27/2022	01/26/2022	XXXX-XXXX-XXXX-0837	Amzn Mktp US 6k1uv5083	86.96	?	
01/28/2022	01/27/2022	XXXX-XXXX-XXXX-0837	Marshall County Health	6,382.14	?	
01/31/2022	01/28/2022	XXXX-XXXX-XXXX-0837	Sanford Credit Card Pm	6,700.54	?	
			Debit Total USD	14,007.56		
			Credit Total USD	-35.96		
			Total USD	13,971.60		



427 SOUTH CHAPELLE  
C/O 500 EAST CAPITOL  
PIERRE, SD 57501-5070  
(605) 773-3595

RUSSELL A. OLSON  
AUDITOR GENERAL

February 1, 2022

Tiffany Stormo, Business Manager  
Northeast Educational Services Cooperative  
PO Box 327  
Hayti, SD 57241-0327

We have reviewed and accepted your audit report on the:

Northeast Educational Services Cooperative  
(For the Fiscal Year Ended June 30, 2021)

Our review was limited to the report and did not include a review of the working papers.

Please present a copy of this letter to the governing board to indicate our acceptance of the audit report.

Yours very truly,

Russell A. Olson  
Auditor General

RAO:sld

cc: Quam, Bergling & Post, P.C.  
Certified Public Accountants  
PO Box 426  
Elk Point, SD 57025

NESC Child Count Information													
Based on Child Count December 1 Child Count													
2011-2021													
Placement Code	Placement Category	Dec-11	Dec-12	Dec-13	Dec-14	Dec-15	Dec-16	Dec-17	Dec-18	Dec-19	Dec-20	Dec-21	# Change as compared to Dec. 2017
500	Deaf/Blind	0	0	0	0	0	0	0	0	1	1	0	0
505	Emotional Disturbance	43	52	55	49	48	50	49	50	48	40	50	1
510	Cognitive Disability	60	53	53	55	68	79	79	79	82	100	115	36
515	Hearing Loss	6	6	6	8	9	11	8	7	7	7	6	-2
525	Specific Learning Disability	443	410	449	476	476	503	544	570	552	564	574	30
530	Multiple Disabilities	21	22	19	20	19	24	31	37	39	42	42	11
535	Orthopedic Impairment	3	1	0	2	2	6	5	4	5	4	2	-3
540	Vision Loss	2	2	2	1	1	1	1	0	0	1	1	0
545	Deafness	2	1	0	1	1	2	3	3	1	2	3	0
550	Speech or Language Disorder	206	178	188	163	158	177	180	184	187	194	206	26
555	Other Health Impairment	53	47	55	55	78	89	101	104	103	136	142	41
560	Autism	28	27	26	28	30	35	42	49	50	55	60	18
565	Traumatic Brain Injury	2	1	1	1	2	2	1	2	1	1	0	-1
570	Developmental Delay	50	38	48	45	46	52	63	60	50	62	51	-12
	<b>Total</b>	<b>919</b>	<b>838</b>	<b>902</b>	<b>904</b>	<b>938</b>	<b>1031</b>	<b>1107</b>	<b>1149</b>	<b>1126</b>	<b>1209</b>	<b>1252(+255Y20)</b>	
										1227			

Center Base Teachers (3)						
		Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1.	The provider is an effective case manager (scheduling meetings, coordinating with team members, managing the file, etc.)	1	2	3	<u>4.4</u>	5
2.	The provider interacts professionally with colleagues.	1	2	3	<u>4.4</u>	5
3.	The provider interacts professionally with parents.	1	2	3	<u>4.4</u>	5
4.	The provider generates quality special education paperwork.	1	2	3	<u>4.4</u>	5
5.	The provider's teacher methods are effective in helping children with disabilities.	1	2	3	<u>4.4</u>	5
6.	I am satisfied with the provider's timeliness and attendance.	1	2	3	<u>4.4</u>	5

Early Childhood Teachers(5 teachers )						
		Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1.	The provider is an effective case manager (scheduling meetings, coordinating with team members, managing the file, etc.)	1	2	3	<u>4.59</u>	5
2.	The provider does an effective job coordinating the preschool screenings.	1	2	3	<u>4.59</u>	5
3.	The provider interacts professionally with colleagues.	1	2	3	<u>4.41</u>	5
4.	The provider interacts professionally with parents.	1	2	3	<u>4.59</u>	5
5.	The provider generates quality special education paperwork.	1	2	3	<u>4.53</u>	5
6.	The provider's teacher methods are effective in helping children with disabilities.	1	2	3	<u>4.53</u>	5
7.	I am satisfied with the provider's timeliness and attendance.	1	2	3	<u>4.53</u>	5

School Psychologist/Examiner( 8)						
		Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1.	The provider offers guidance and input during evaluation planning ( <i>such as the informal review, or when drafting the consent for evaluation document, or planning well in advance</i> ).	1	2	3	<u>4.28</u>	5
2.	The provider consults with parents and teachers to improve academic and behavioral difficulties.	1	2	3	<u>4</u>	5
3.	The provider promotes positive behavior interventions and supports.	1	2	3	<u>4.22</u>	5
4.	The provider's conduct and interactions are professional.	1	2	3	<u>4.5</u>	5
5.	The provider connects families with available resources from the community and other agencies when possible.	1	2	3	<u>4</u>	5
6.	I am satisfied with how the provider conducts academic, behavioral, observational, and psychological assessments and generates the related reports.	1	2	3	<u>4.39</u>	5
7.	I am satisfied with the provider's timeliness and attendance.	1	2	3	<u>4.33</u>	5

Physical Therapists/Assistants(3)						
		Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1.	The provider is helpful during evaluation planning (such as the informal review, or when drafting the consent for evaluation document, or planning well in advance).	1	2	3	<u>4.43</u>	5
2.	The provider is a good resource for classroom interventions.	1	2	3	<u>4.46</u>	5
3.	The provider interacts professionally with colleagues.	1	2	3	<u>4.6</u>	5
4.	The provider interacts professionally with parents.	1	2	3	<u>4.5</u>	5
5.	The provider generates quality special education paperwork.	1	2	3	<u>4.46</u>	5
6.	The provider's therapeutic skills are effective in helping children with disabilities.	1	2	3	<u>4.57</u>	5
7.	I am satisfied with the provider's timeliness and attendance.	1	2	3	<u>4.61</u>	5



Occupational Therapist/Assistant(8)						
		Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1.	The provider is helpful during evaluation planning (such as the informal review, or when drafting the consent for evaluation document, or planning well in advance).	1	2	3	<u>4.58</u>	5
2.	The provider is a good resource form classroom interventions.	1	2	3	<u>4.57</u>	5
3.	The provider interacts professionally with colleagues.	1	2	3	<u>4.5</u>	5
4.	The provider interacts professionally with parents.	1	2	3	<u>4.63</u>	5
5.	The provider generates quality special education paperwork.	1	2	3	<u>4.5</u>	5
6.	The provider's therapeutic skills are effective in helping children with disabilities.	1	2	3	<u>4.65</u>	5
7.	I am satisfied with the provider's timeliness and attendance.	1	2	3	<u>4.29</u>	5

Speech-Language Pathologist(13)						
		Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1.	The provider is an effective case manager (scheduling meetings, coordinating with team members, managing the file, etc.)	1	2	3	<u>4.47</u>	5
2.	The provider does an effective job coordinating the universal hearing screenings (if applicable).	1	2	3	<u>4.37</u>	5
3.	The provider interacts professionally with colleagues.	1	2	3	<u>4.65</u>	5
4.	The provider interacts professionally with parents.	1	2	3	<u>4.68</u>	5
5.	The provider generates quality special education paperwork.	1	2	3	<u>4.53</u>	5
6.	The provider's therapeutic skills are effective in helping children with disabilities.	1	2	3	<u>4.63</u>	5
7.	I am satisfied with the provider's timeliness and attendance.	1	2	3	<u>4.65</u>	5

## 2022 ESY Provider Rates

We pay ESY providers their current hourly wage (calculated on an 8-hour day) or our ESY minimum, whichever is greater.

	2020	2021	2022 (Proposed)
Certified Staff	\$29.00 / hour	\$29.50 / hour	\$30.00 / hour
Non-Certified Staff	\$13.75 / hour	\$14.00 / hour	\$14.40 / hour

Certified Staff:      Centerbase Teacher  
                                  Early Childhood Teacher  
                                  Speech-Language Pathologist

Non-Certified Staff: Paraprofessional



**LAKE AREA TECHNICAL COLLEGE  
FIELDWORK/CLINICAL AGREEMENT**

This AGREEMENT is made and entered into this 15th day of February, 2022, between LATC, hereafter referred to as the "COLLEGE", and NE Cooperative Services hereafter referred to as the "FACILITY".

**WITNESSETH**

WHEREAS, the COLLEGE has a curriculum which awards an A.A.S. degree and;

WHEREAS, clinical experience is required as an integral component of the COLLEGE'S curriculum and professional preparation, and;

WHEREAS, the COLLEGE desires the cooperation of the FACILITY and its staff in the development and implementation of the clinical experience and professional preparation of the COLLEGE'S students, and;

WHEREAS, FACILITY will benefit from the professional services provided by the students of the COLLEGE and;

WHEREAS, the parties have found it to be in the public interest for the FACILITY to join the COLLEGE in satisfying the curriculum requirements and professional preparation of the COLLEGE'S students.

NOW, THEREFORE, the COLLEGE and FACILITY mutually agree to the following terms and conditions for the establishment and operation of a clinical education program.

**I. THE COLLEGE AND FACILITY MUTUALLY AGREE THAT:**

- A. *The terms of this agreement is for a period of three (3) years and it will be renewed automatically under the terms hereof for subsequent one (1) year periods unless either party gives the other party at least ninety (90) days prior written notice of intent to terminate this Agreement.*
- B. The parties shall pursue the educational objectives for the fieldwork/clinical education experience, devise methods for their implementation and continually evaluate the effectiveness of the fieldwork/clinical experience in meeting the objectives.
- C. The COLLEGE shall have the authority and responsibility for the selection and assignment of students to FACILITY, subject to reasonable approval of the FACILITY. The number of students to be assigned and the days, hours, and duration of the fieldwork/clinical education experiences will be determined by mutual agreement of the FACILITY and COLLEGE
- D. Both parties agree that the fieldwork/clinical education of the student shall complement the service and educational activities of the Facility; however, it is understood that students shall not be used in lieu of professional or staff personnel and shall be under the supervision of a fieldwork supervisor/clinical instructor acceptable to the program's professional association.
- E. The timeframe for each student's fieldwork/clinical experience shall be mutually agreed upon prior to beginning the fieldwork/clinical education program.

- F. The number of students able to participate in the FACILITY'S fieldwork/clinical education program will be mutually determined by agreement of the parties and may be altered by mutual agreement, with due consideration given to the clinical space and staff available.
- G. Neither party shall receive any pay or remuneration for participation in this program.
- H. FACILITY may request COLLEGE to withdraw from FACILITY'S fieldwork/clinical educational experience any student who FACILITY determines is not performing satisfactorily, or who refuses to follow FACILITY'S administrative and patient care policies, procedures, rules, and regulations. Such request shall be in writing and must include a statement of the reason or reasons why FACILITY desires to have the student withdrawn. COLLEGE may withdraw a student from the fieldwork/clinical experience any time, upon notice to FACILITY.
- I. Neither party shall discriminate in the assignment of the COLLEGE'S students on the basis of race, color, sex, religion, national origin, age, ancestry, disability, sexual orientation or marital status.
- J. The COLLEGE agrees to indemnify, save harmless, and at the FACILITY's request, defend the FACILITY, its agents, and employees from and against all loss or expense (including cost and attorney fees) resulting from liability imposed by law upon the FACILITY because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out or in connection with this AGREEMENT and due or claimed to be due to the negligence of the COLLEGE, its agents, employees, or students.
- K. The FACILITY agrees to indemnify, save harmless, and at the COLLEGE'S request, defend the COLLEGE, its agencies, and employees from and against all loss or expenses (including costs and attorney fees) resulting from liability imposed by law upon the COLLEGE because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with this AGREEMENT, and due or claimed to be due to the negligence of the FACILITY, its agents, or employees.
- L. It is understood the COLLEGE AND FACILITY are responsible only for the actions of their respective officers and employees; that, for purposes of this AGREEMENT, students are not employees of FACILITY or COLLEGE, regardless of the nature or extent of the acts performed by them.
- M. COLLEGE maintains the privilege of visiting the FACILITY before, during and/or after the internship period.
- N. COLLEGE and FACILITY agree that based on the Americans with Disabilities Act, it is the STUDENT'S responsibility and choice to self-reveal any information regarding a disability that may affect their learning or performance during a fieldwork/clinical experience.

## II. FACILITY AGREES:

- A. To designate a Facility Fieldwork Educator/Clinical Coordinator of Clinical Education or his/her designee who will be responsible for the planning and implementation of the fieldwork education experience. The aforementioned individual shall meet the criteria established by the state's legislative and regulatory agency for the supervision of students in the fieldwork/clinical education setting.
- B. To provide the Facility Fieldwork Educator/Center Coordinator of Clinical Education or designee with time to plan and implement the clinical education experience including, when feasible, time to attend relevant meetings and conferences.
- C. To structure the fieldwork/clinical experience as needed to meet the objectives of the fieldwork/clinical education experience and professional preparation of the COLLEGE'S students.

The FACILITY will attempt to meet the objectives set forth by the COLLEGE within the constraints of the FACILITY'S physical environment, patient load, and experience available.

- D. To advise the COLLEGE of any changes in its personnel, operation, or policies that may affect the clinical education experience.
- E. To provide the assigned students, with facilities for a planned learning experience and whenever possible with the use of library resources, reference materials and other specialized learning experiences.
- F. To provide the student with access to the FACILITY'S rules, regulations, policies, and procedures with which the student is expected to comply.
- G. To arrange for emergency health care of the student who is injured on the FACILITY's premises, provided that the FACILITY shall have no responsibility for follow-up care, hospitalization, or the cost of any medical services provided to such students including first aid care. Medical and dental costs are the responsibility of the student.
- H. That the FACILITY shall, upon reasonable request, permit COLLEGE and/or appropriate agencies charged with the responsibility of accrediting or approving the COLLEGE'S training program to inspect the fieldwork/clinical facilities, services available for fieldwork/clinical experience, student records, and other materials pertaining to fieldwork/clinical experiences.
- I. To supervise the student and evaluate the performance of the student on a regular basis using the evaluation form provided by the COLLEGE. The COLLEGE is to be notified, by at least midterm, of any serious deficit noted in the assigned student's ability to accomplish the objectives set forth for that fieldwork/clinical experience. (It will then be the mutual responsibility of the assigned student, Fieldwork Educator/Academic Coordinator of Clinical Education and Center Coordinator of Clinical Education to devise a plan by which the student may be assisted to achieve the stated objectives.)
- J. To forward a copy of the student's final written evaluation, upon completion of the fieldwork/clinical education experience to be received by the COLLEGE within five (5) working days.
- K. To maintain in full force and effect, at its sole expense appropriate liability coverage for their facility.
- L. To comply with all stated statutes and regulations applicable to the training of the COLLEGE'S students enrolled in the fieldwork/clinical program.

To have each student assigned to the appropriate Fieldwork Supervisor(s) responsible for his/her fieldwork education.

### III. THE COLLEGE AGREES:

- A. To assume responsibility for the professional preparation of the COLLEGE'S student and compliance of the curriculum with the education standards set forth by the PROGAM'S PROFESSIONAL ASSOCIATION and consultation with the fieldwork/clinical sites and advisory committees.
- B. To establish and maintain ongoing communication with the Facility Fieldwork Educator/Clinical Coordinator of Clinical Education of the FACILITY on items pertinent to the COLLEGE'S program education and the clinical education of students enrolled in the COLLEGE. . (Such communication might include, but is not limited to, a description of the experience, student biographical information, policies, faculty qualification, etc.) On-site visits will be arranged when feasible or upon request by the FACILITY.

- C. To refer to the FACILITY only those students who have satisfactorily completed the prerequisite didactic portion of the curriculum and who agree to abide by the principles of the PROGRAM'S PROFESSIONAL ASSOCIATION and code of Ethics.
- D. To inform the student of the FACILITY'S requirements for acceptance when applicable.
- E. To provide the FACILITY verification of student's health and any immunization against communicable diseases requested by the FACILITY.
- F. To provide the FACILITY with a copy of the student's professional liability insurance coverage (\$1,000,000.00 per occurrence and \$3,000,000.00 aggregate) relative to bodily injury and property damage to others caused by the student's personal activities. COLLEGE shall notify FACILITY when any student and/or employee has been involved in an incident involving the Agreement which has been reported to COLLEGE. FACILITY shall be permitted reasonable access to any investigation, reports, or other documentation of the handling of the incident.
- G. To supply the FACILITY with an appropriate evaluation instrument and procedures for completion for each student's fieldwork/clinical education experience consistent with each programs professional association.
- H. To have the student provide, prior to commencement of the fieldwork/clinical experience, such confidential information deemed necessary by the FACILITY for the training and guidance of the students, together with the student's authorization for release of such information, as required by law.
- I. That the students are not employees of the FACILITY
- J. To inform the students that they must abide by existing rules and regulations of the FACILITY.
- K. To inform the students that they must be cleared, by a physician, if required by the FACILITY, from an absence caused by injury or illness
- L. To notify the FACILITY if students have medical problems and/or physical disabilities requiring special accommodation.
- M. To have an Academic Fieldwork Coordinator/Academic Clinical Coordinator of Education coordinate scheduling with students and Facility Fieldwork Educator/Clinical Coordinator of Clinical Education, visit the FACILITY, provide course information to Fieldwork Coordinators/Clinical Coordinator of Clinical Education and assist in resolving problems and difficulties which may arise.
- N. COLLEGE shall, at its students' expense, ensure enrollment of students in a Health Insurance program acceptable to FACILITY or provide student waiver. In the event of an emergency, FACILITY will arrange for emergency care as is provided its employees. The student shall be responsible for any and all charges generated as a result of such care.
- O. The COLLEGE 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. It shall be required of students and supervising faculty that they 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. COLLEGE policy shall require that each student or faculty member abides by the FACILITY'S policies regarding confidentiality and the use of computer systems.

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.

- P. The COLLEGE will ensure that, prior to fieldwork/clinical placement, each student has had instruction in occupational exposure to bloodborne pathogens, 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. Each student will also have instruction in exposure to tuberculosis, protective practices to avoid contamination, and procedures in case of exposure or potential exposure. No student will be allowed into a clinical area until the training program has been completed.
- Q. At the expense of the student and upon request of the facility, the institute will provide a background check of the student to the facility, to be completed within one year prior to the fieldwork experience.
- R. To make a copy of this agreement available to each student participating in the program.

**CONFIDENTIALITY**

The students and faculty agree to abide by the limitations set forth in the Health Insurance Portability and Accountability Act (HIPAA).

The FACILITY and COLLEGE 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.

In witness whereof the parties hereto have caused this agreement to be executed by their officers on the date herein mentioned.

**FACILITY**

By: \_\_\_\_\_  
Its: Facility Chief Executive Officer or Facility Administrator  
Date: \_\_\_\_\_

**LAKE AREA TECHNICAL COLLEGE**

By: Diane Stiles  
Its: Diane Stiles, LATC Vice President  
Date: 02/15/2022 \_\_\_\_\_

By: \_\_\_\_\_  
Its: Facility Fieldwork Educator or Clinical Coordinator of Clinical Education  
Date: \_\_\_\_\_

Revised: 9/20



**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE  
BOARD OF DIRECTORS MEETING  
Monday, February 21, 2022 - 7:00 P.M.**

1. Call to Order
2. Introduction of guests
3. Public Comment
4. Agenda review, changes, and approval
5. Conflicts of Interest
6. Approval of January 2022 financial report
7. Consent Agenda
  - a. Approval of January 17th, 2022 meeting minutes

---

- b. Approval of payment of February 2022 budget claims

---

8. Discussion Items

- a. Assistant Director Report

---

- b. Director Report

---

- c. Audit report FY 21

---

- d. Performance Survey Results

---

- e. December 1, 2021 child count

---

- f. ESY rates for 2022

---

9. Executive session

- a. Personnel--SDCL 1-25-2(1). Discussing the qualifications, competence, performance, character, or fitness of any public officer or employer or prospective public officer or employee.
  - b. Negotiations--SDCL 1-25-2(4). Preparing for contract negotiations or negotiating with employee or employee representatives.

10. Action items

- a. Approval of Audit Report FY 21
- b. ESY rates for 2022
- c. Assistant Director's contract
- d. Approve LATC Affiliation Agreement
- e. Hire Rodney Freeman to represent the Board for employee negotiations

11. Adjourn