

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, May 16, 2022

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, May 16, 2022 via Zoom or at Lake Area Technical College in Watertown, SD. The meeting was called to order by President Schuurman at 7:09 P.M. and adjourned at 8:40 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; Chris Verhoek, Estelline; Jon Kahnke, Florence; Joe Homola, Hamlin; Paula Blue, Henry; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Tia Felberg, Willow Lake

Absent:

Gary Brassfield, Britton-Hecla; Lisa Lauterhahn, Enemy Swim Day School; Greg Bich, Iroquois; Jerod Olson, Lake Preston; Brian Hanson, Oldham/Ramona; Lana Sand, Rosholt; Ryan Olson, Rutland; David Squires, Sioux Valley; Lisa Amdahl, Summit; Art Berger, Waubay; Mary Campbell, Wilmot

Others Attending:

NESC Staff Representatives: Stephanie Hayunga, Shelly Skogstad, and Teresa Landmark
Member District Superintendents: Mitch Reed, Florence; Todd Obele, Henry
NESC Administration: Andrea Powell, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

Call to Order

President Schuurman called the meeting to order at 7:09 P.M.

Agenda Review, Changes, and Approval

Action #22-84 Motion by M. McIntire, second by J. King, to approve the agenda with the addition of 5.5 - Pat Kraning, Hamlin requesting center base refund and approval of center base refund to Hamlin School District. All present voted, motion carried.

Introduction of Guests

Pat Kraning, Todd Obele, Mitch Reed, Teresa Landmark, Stephanie Hayunga and Shelly Skogstad were introduced as guests.

Public Comment

No public comments were presented.

Conflicts of Interest

No conflicts of interest were presented.

Hamlin Requesting Center Base Refund

Pat Kraning presented information on his request for CB refund.

Financial Report

Action #22-85 Motion by J. Homola, second by A. Nielsen, to approve the financial report for the period ending April 30, 2022. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
April 1, 2022	\$130,516.08	\$1,059,792.15	\$6,905.10
<u>Receipts:</u>			
Local Sources	\$87,920.89	\$187,414.51	\$2,284.76
State Sources		\$4,486.27	
Federal Sources		\$205,459.00	
Other	\$9,515.00	\$4,921.12	
<u>Total Monthly Receipts</u>	<u>\$97,435.89</u>	<u>\$402,280.90</u>	<u>\$2,284.76</u>
Total Gross Receipts	\$227,951.97	\$1,462,073.05	\$9,189.86
Manual Journal Entries			
Less Salaries	\$9,773.86	\$319,100.06	
Less Disbursements	\$17,571.14	\$112,004.26	-\$2,629.02
<u>Total Salaries & Disbursements</u>	<u>\$27,345.00</u>	<u>\$431,104.32</u>	<u>-\$2,629.02</u>
Ending Cash Balance April 30, 2022	\$200,606.97	\$1,030,968.73	\$11,818.88

Consent Agenda

Action #22-86 Motion by P. Blue, second by M. McIntire to approve the following items on the Consent Agenda: 7a) Approval of April 18, 2022 Board of Directors meeting minutes; 7b) Approval of payment of May 2022 budget claims; 7c) Approval of Assistant Director, Business Manager, and Director (amendment) contracts; 7d) Approval of contract for Lindsay Edwards, CB Teacher, \$49,112.33 -176 days; 7e) Approval of amendment to Lisa Reinhiller 1.0 FTE @ \$71,235.11 - 210 days (121 Ed. Spec/ 89 MTSS); 7f) Approval of resignation from Carol Reuer; 7g) Approval of Unit 1 and Unit 2, ESY, paraprofessional, and custodial contracts; 7h) Approval of Apex contract – 47 licenses; 7i) Approval of Nicol Nedved sub contract (\$250 / day); 7j) Kimberly Olson ESY contract (\$33.21 / hour).

May 2022 Accounts Payable

General Fund: AUTOMAXX CDJR, INC. MAINT 31.70; BASIN CONSTRUCTION & DRAIN TILE, LLC MAINT 401.97; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 571.82; CENEX FLEETCARD GASOLINE 7,590.84; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 8.51; DON'S BODY SHOP MAINT 40.00; DUST TEX SERVICE, INC. APRIL RUG RENT 5.38; ESTELLINE COMMUNITY OIL CO. MAINT 46.82; GOEHRING-STREET, KRIS ADVANCE STUDY 45.00; HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 1,282.05; HEALTH EQUITY HSA/FLEX 5.46; NESC PAYROLL MAY 2022 9,718.23; OTTERTAIL POWER CO. ELEC 31.31; ROB'S AUTO REPAIR MAINT 3,312.21; STORMO, TIFFANY TRAVEL 4.32; TWIN VALLEY TIRE, INC - WEBSTER MAINT 81.15; W.W. TIRE SERVICE MAINT 25.35; WATERTOWN PUBLIC OPINION MINUTES 27.35; WEBSTER AUTO CARE MAINT 326.99

Fund Total: \$23,556.46

Special Education Fund: BASIN CONSTRUCTION & DRAIN TILE, LLC MAINT 4,064.38; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 23,866.88; BOYD, BRENDA ED SPEC TRAVEL 34.00; CASTLEWOOD SCHOOL DISTRICT APRIL 2022 USE FEE 862.63;

CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 86.07;DUST TEX SERVICE, INC. APRIL RUG RENT 54.39; GOEHRING-STREET, KRIS ADVANCE STUDY 455.00; HAMLIN SCHOOL DISTRICT APRIL 2022 USE FEE 1,475.10; HEALTH EQUITY HSA/FLEX 55.19; PARENT APRIL MILEAGE REIMB 85.68; NESC IMPREST 218.00; NESC PAYROLL MAY 2022 339,497.81; OTTERTAIL POWER CO. ELEC 316.61; STORMO, TIFFANY TRAVEL 43.68; SW/WC SERVICE COOPERATIVE BEHAVIOR ANALYST CONTRACT 18,923.99 WATERTOWN PUBLIC OPINION MINUTES 276.56; WEBSTER SCHOOL DISTRICT APRIL 2022 USE FEE 690.10;WENZ, MELODY APRIL MILEAGE REIMB 22.26;WIESE, RITA APRIL MILEAGE REIMB 31.92

Fund Total: \$391,060.25

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Powell gave her monthly report.

FY23 Preliminary Budget

Business Manager Stormo reviewed the preliminary budget for FY23.

Paper Purchase

Business Manager Stormo is moving forward with the paper purchase project.

Summer Office Hours

Director Powell discussed office hours from June 1, 2022 through August 5, 2022.

First Reading of Policy and By-laws

Assistant Director Frewing discussed the changes to the policy and by-laws.

Executive Session

Action #22-87 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 C. Verhoek, second by J. Homola to enter executive session at 8:01 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 8:36 P.M.

Action Items after executive session

Approval of Summer Office Hours

Action #22-88 Motion by J. King, second by C. Verhoek to approve the proposed summer office hours. All present voted in favor, motion carried.

Approval of Business Manager Assistant

Action #22-89 Motion by J. Homola, second by A. Nielsen, to approve of Business Manager Assistant position at 1.0 FTE. All present voting in favor, motion carried.

Approval of Business Manager Assistant job description

Action #22-90 Motion by M. McIntire, second by P. Blue, to approve of Business Manager Assistant job description. All present voting in favor, motion carried.

Approval of Center Base Refund to Hamlin School District

Action #22-91 Motion by P. Thyen, second by J. King to approve Hamlin School District request for refund of CB payments for a student enrollment at .55 in the amount of \$25,132.18. King – aye, Nielsen – aye, McIntire – aye, Asleson – aye, Crooks – aye, Prins – aye, Schuurman – aye, Verhoek – aye, Kahnke – aye, Homola – abstain, Blue – aye, Thyen – aye, Looyenga – aye, Felberg – aye, motion carried.

Adjournment

Action #22-92 With there being no further business, motion by J. Homola, second by C. Verhoek, to adjourn. All present voting in favor, motion carried.

The next NESC Board of Directors meeting will be held at Lake Area Technical College in Watertown, SD on Monday, June 20, 2022 at 7:00 P.M.

Arend Schuurman, President

Tiffany Stormo, Business Manager