



## **NESC Board of Director's Meeting**

### **Proposed Agenda**

**Date: July 18, 2022**

**Time: 7:00PM**

**Location: Lake Area Technical College**

#### **2021-2022 Fiscal Year**

1. Call to Order
2. Agenda review, changes, and approval
3. Introduction of guests
4. Public Comment
5. Conflict of Interest
6. Approval of June 2022 financial report
7. Consent agenda
  - A. Approval of June 20, 2022 minutes
  - B. Approval of payment of final FY22 budget claims
8. Appoint Business Manager as President Pro-Tem
9. Adjourn meeting for FY 22

#### **2022-2023 Fiscal Year**

1. Call meeting to order
2. Elect President
3. Elect Vice President
4. FY 23 budget hearing
5. Adopt FY 23 budget
6. Consent Agenda
  - A. Approval of July 2022 claims
  - B. Designate official Depository- Reliabank, Hayti, SD
  - C. Authorize official newspaper- Watertown Public Opinion
  - D. Designate Legal Counsel- Rodney Freeman
  - E. Designate Business Manager as official custodian of accounts
  - F. Adopt travel rates
    - In state-\$.42 per mile, \$6 breakfast, \$14 noon lunch, \$20 dinner, actual cost for lodging
    - Out of state-\$.42 per mile, \$10 breakfast, \$18 noon lunch, \$28 dinner, actual cost for lodging
  - G. Appoint Title IX and 504 Coordinator- Tim Frewing
  - H. Designate Director Powell and Business Manager Stormo as federal program agents
  - I. Designate Director Powell and Business Manager Stormo as purchasing agents
  - J. Set Board of Directors' pay for special committee meetings: \$60 per meeting; \$.42 per mile
  - K. Approval of Administrative Assistant contract for Hannah Rowe at \$18.00/hour.
  - L. Amend Chris Lather contract for BA+15 for \$1,000 increase to \$53,527.00
  - M. Audit Engagement letter for FY 22
  - N. Approval to use signature stamp for Business Manager and Board President
7. Discussion Items

A. Assistant Director's Report

B. Director's Report

C. NESC Board of Directors- District representative for 2022-23 and preferred method of receiving board materials

8. Action Items

A. Approval of CD Renewal

9. Executive Session

A. 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

10. Adjourn

Next Meeting will be held August 15<sup>th</sup>, 2022 at 7:00pm.

# 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>				
<b>June 1, 2022</b>	\$180,354.98	\$1,063,620.40	\$12,707.47	\$1,256,682.85

Receipts:

**Local Sources:**

1312 Center Base Tuition		\$60,652.74		\$60,652.74
1332 Extended School Year Tuition				\$0.00
1510 Interest	\$5.77	\$246.19		\$251.96
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	\$123,708.87		\$124,334.22
1990 Reading Recovery	\$903.48			\$903.48
1990 Reading Recovery-Other LEAs				\$0.00
1990 Miscellaneous	\$386.10	\$3,741.54	\$1,943.32	\$6,070.96
1990 Northern Plains				\$0.00
1990 Special Projects-Indirect Cost				\$0.00
1990 Drug & Alcohol Pool				\$0.00
1990 Expensed Mileage				\$0.00

**State Sources:**

3119 Grants-in-Aid: Ed. Specialist				\$0.00
3900 Part C Funds		\$3,881.42		\$3,881.42
3900 Part B Funds				\$0.00
3900 ESA 1				\$0.00

**Federal Sources:**

4175 MTSS				\$0.00
4175 IDEA Part B 611		\$199,680.00		\$199,680.00
4175 IDEA Part B 611-Private				\$0.00
4186 IDEA Part B 619		\$7,767.00		\$7,767.00
4195 GEER 1				\$0.00

**Other Receipts:**

120 Accounts Receivable				\$0.00
140 Due from other Governments	\$200.00	\$67,356.45		\$67,556.45
Other Receipts	\$11,557.00			\$11,557.00

<b>Total Monthly Receipts</b>	<b>\$13,677.70</b>	<b>\$467,034.21</b>	<b>\$1,943.32</b>	<b>\$482,655.23</b>
-------------------------------	--------------------	---------------------	-------------------	---------------------

Balance Frwd plus Revenue to date	\$194,032.68	\$1,530,654.61	\$14,650.79	\$1,739,338.08
Manual Journal Entry				\$0.00
Manual Journal Entry Revenue	-\$28.45	\$28.45		\$0.00

<b>Less Salaries &amp; Disbursements</b>				
Salaries	\$10,914.66	\$271,353.24		\$282,267.90
Disbursements	\$14,310.69	\$67,274.48	\$3,045.65	\$84,630.82
<b>Less Total Salaries &amp; Disbursements</b>	<b>\$25,225.35</b>	<b>\$338,627.72</b>	<b>\$3,045.65</b>	<b>\$366,898.72</b>

<b>CASH BALANCE</b>				
<b>June 30, 2022</b>	<b>\$168,778.88</b>	<b>\$1,192,055.34</b>	<b>\$11,605.14</b>	<b>\$1,372,439.36</b>

**Balance Sheet**

Clearing Account XX-101-002	\$0.00	\$0.00	\$0.00	\$0.00
Checking Account XX-101	\$2.89	\$466,579.62	\$11,605.14	\$478,187.65
Money Market Savings XX-105	\$168,775.99	\$638,021.66	\$0.00	\$806,797.65
Certificates of Deposit XX-106	\$0.00	\$82,454.06	\$0.00	\$82,454.06
Imprest XX-108	\$0.00	\$5,000.00	\$0.00	\$5,000.00
<b>TOTALS</b>	<b>\$168,778.88</b>	<b>\$1,192,055.34</b>	<b>\$11,605.14</b>	<b>\$1,372,439.36</b>
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00

Revenue Summary Report

Processing Month: 06/2022

Regular; Processing Month 06/2022; 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	5.77	499.85	153.80	(174.85)
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	7,504.20	100.00	(0.27)
10 1990 012	READING RECOVERY ASSESSMENTS	21,699.15	903.48	21,699.22	100.00	(0.07)
10 1990 013	READING RECOVERY-OTHER LEAs	5,712.23	0.00	5,712.23	100.00	0.00
10 1990 018	MISCELLANEOUS	0.00	386.10	558.61	0.00	(558.61)
10 1990 073	D&A POOL ASSESSMENTS	13,000.00	0.00	13,000.00	100.00	0.00
10 1990 200	EXPENSED MILEAGE FROM SPED	259,330.00	45,522.60	248,337.02	95.76	10,992.98
	Subtotal: LOCAL SOURCES	382,330.35	47,443.30	372,071.17	97.32	10,259.18
10 4175 022	REGULAR IDEA PART B - MTSS	79,343.62	79,343.63	79,343.63	100.00	(0.01)
10 4195 126	GEER 1	440.55	0.00	269.08	61.08	171.47
	Subtotal: FEDERAL SOURCES	79,784.17	79,343.63	79,612.71	99.79	171.46
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	11,557.00	15,933.00	0.00	(15,933.00)
	Subtotal: 5000	0.00	11,557.00	16,643.00	0.00	(16,643.00)
	Fund Total:	462,114.52	138,343.93	468,326.88	101.34	(6,212.36)

Regular; Processing Month 06/2022; 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	30,382.01	668,479.51	103.49	(22,512.13)
22 1312 100	TUITION-ESY	100,000.00	0.00	94,434.82	94.43	5,565.18
22 1312 590	TUITION-CENTER BASE-other	0.00	3,749.58	3,749.58	0.00	(3,749.58)
22 1510	INTEREST	1,700.00	246.19	3,053.28	179.60	(1,353.28)
22 1990 003	SPED ASSESSMENTS	1,244,505.79	106,904.87	1,247,702.44	100.26	(3,196.65)
22 1990 018	MISCELLANEOUS	5,000.00	3,741.54	7,530.48	150.61	(2,530.48)
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	22,004.91	100.68	(149.51)
	Subtotal: LOCAL SOURCES	2,024,028.57	145,024.19	2,046,955.02	101.13	(22,926.45)
22 3119 071	STATE GRANTS-IN-AID: ED.SPEC.	135,110.68	91,640.29	135,110.68	100.00	0.00
22 3900 013	STATE REVENUE: PART C FUNDS	40,000.00	3,881.42	45,723.40	114.31	(5,723.40)
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	95,521.71	189,276.64	105.38	(9,665.96)
22 4175 475	REGULAR IDEA PART B 611	1,940,036.00	476,401.00	1,932,993.00	99.64	7,043.00
22 4186 486	REGULAR IDEA PART B 619	54,469.00	14,276.00	54,469.00	100.00	0.00
22 4192 477	IDEA PT B 611 - ARP	443,358.00	127,192.00	443,358.00	100.00	0.00
22 4193 488	IDEA PT B 619 - ARP	39,257.00	11,653.00	39,257.00	100.00	0.00
22 4195 126	GEER 1	7,954.45	0.00	4,110.19	51.67	3,844.26
	Subtotal: FEDERAL SOURCES	2,485,074.45	629,522.00	2,474,187.19	99.56	10,887.26
	Fund Total:	4,688,713.70	870,067.90	4,710,418.85	100.46	(21,705.15)

Regular; Processing Month 06/2022; 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	1,008,411.83	5,178,745.73	100.54	(27,917.51)

Account Number	Account Description	BUDGET	CURRENT MO.EXP.	EXP.TO DATE	% OF BUDGET	BALANCE AT EOM
10	GENERAL FUND					
1111	READING RECOVERY	\$27,411.38	\$2,758.54	\$23,783.61	86.77	\$3,627.77
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$154,103.66	\$5,441.19	\$58,965.61	38.26	\$95,138.05
2227	TECHNOLOGY SUPPORT	\$7,845.99	\$498.48	\$7,038.27	89.71	\$807.72
2319	BOARD OF EDUCATION SERVICES	\$13,023.30	\$619.00	\$11,345.72	87.12	\$1,677.58
2329	ADMINISTRATION	\$31,608.50	\$2,777.82	\$29,498.63	93.32	\$2,109.87
2529	ADMINISTRATION-FISCAL SERVICES	\$9,616.41	\$731.67	\$8,982.18	93.40	\$634.23
2542	OPERATION & MAINTENANCE BLDGS.	\$4,483.28	\$282.90	\$2,916.34	65.05	\$1,566.94
2545	VEHICLE SERVICE	\$221,022.00	\$19,813.86	\$196,432.85	88.87	\$24,589.15
2551	DRUG & ALCOHOL TESTING POOL	\$13,000.00	\$2,624.38	\$9,899.71	76.15	\$3,100.29
10	GENERAL FUND	\$482,114.52	\$35,547.84	\$348,862.92	72.36	\$133,251.60
22	SPECIAL EDUCATION FUND					
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	\$89,272.01	\$623,947.21	96.59	\$22,020.17
1226	EARLY CHILDHOOD SERVICES	\$404,163.17	\$85,778.96	\$379,618.50	93.93	\$24,544.67
1227	PROLONGED ASSISTANCE PROGRAMS	\$0.00	\$0.00	\$8,378.69	0.00	(\$8,378.69)
2142	PSYCHOLOGICAL SERVICES	\$694,949.99	\$120,777.21	\$660,476.23	95.04	\$34,473.76
2152	SPEECH PATHOLOGY SERVICES	\$1,214,184.96	\$216,291.11	\$1,165,696.73	96.01	\$48,488.23
2171	PHYSICAL THERAPY	\$299,827.52	\$29,149.20	\$286,218.23	95.46	\$13,609.29
2172	OCCUPATIONAL THERAPY	\$549,171.03	\$62,195.25	\$465,628.89	84.79	\$83,542.14
2213	PROFESSIONAL DEVELOPMENT/PRESERVICE&TCAP	\$2,500.00	\$0.00	\$234.00	9.36	\$2,266.00
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$135,110.68	\$6,671.45	\$85,133.76	63.01	\$49,976.92
2227	TECHNOLOGY SUPPORT	\$79,331.76	\$5,028.69	\$71,026.92	89.53	\$8,304.84
2319	BOARD OF EDUCATION SERVICES	\$101,346.66	\$6,230.34	\$88,385.41	87.21	\$12,961.25
2329	ADMINISTRATION	\$319,597.00	\$27,663.87	\$296,445.30	92.76	\$23,151.70
2529	ADMINISTRATION-FISCAL SERVICES	\$97,232.58	\$7,397.75	\$90,819.22	93.40	\$6,413.36
2542	OPERATION & MAINTENANCE BLDGS.	\$45,330.97	\$2,860.69	\$29,488.21	65.05	\$15,842.76
22	SPECIAL EDUCATION FUND	\$4,688,713.70	\$659,316.53	\$4,345,932.12	92.69	\$342,781.58
	Grand Total:	\$5,170,828.22	\$694,864.37	\$4,694,795.04	90.79	\$476,033.18



Activity Fund Balance Report - Summary - Exclude Encumbrances  
06/2022 - 06/2022

Regular; Beginning Month 06/2022; Processing Month 06/2022; 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	5,000.00	0.00	0.00	0.00	5,000.00
71 453	SANFORD FLEX	7,707.47	3,045.65	1,943.32	0.00	6,605.14
	Fund Total: 71	12,707.47	3,045.65	1,943.32	0.00	11,605.14



A part of BMO Financial Group

## INVOICE

July 05, 2022

Northeast Educational  
310 5th Street  
Hayti, SD 57241  
ATTN:

**Invoice Number: 0703531-2207**

**Invoice Amount: \$ 0.00**

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

Your payment is due **August 01, 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.

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.

3¢ -----

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: 0703531-2207  
Amount Paid: \$ 0.00  
Payment Due Date: August 01, 2022

RUN DATE: 07/07/2022

## Northeast Educational Services Cooperative

## EOFY22 ACCOUNTS PAYABLE

GENERAL FUND - 10

ARROWWOOD RESORT & CONFERENCE CENTER	MTSS TRAVEL	231.00
AUTOMAXX CDJR, INC.	MAINT	31.29
BASS SANITATION INC.	APRIL - JUNE GARB	13.64
CENEX FLEETCARD	GASOLINE	2,062.74
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	12.74
HAHLER AUTOMOTIVE	MAINT	243.33
HAMLIN COUNTY FARMERS COOP	MAINT & GASOLINE	565.06
KORMANAGEMENT SERVICES, LLC	DRUG TESTING Q4	2,624.38
NEBEL, JAMESON	LAWN CARE	21.60
NESC SPECIAL REVENUE PROJECTS	FY22 4TH QTR EXP MI	1,037.66
OTTERTAIL POWER CO.	ELEC	14.34
REINHILLER, LISA	MTSS TRAVEL	134.00
ROB'S AUTO REPAIR	MAINT	3,393.63
STORMO, TIFFANY	FY22 MI REIMB	33.57
VERIZON WIRELESS	JUNE CELL SERV	10.78
WATERTOWN PUBLIC OPINION	MINUTES	37.32
WEBSTER AUTO CARE	MAINT	68.82
<u>GENERAL FUND TOTAL:</u>		<u>10,535.90</u>

SPECIAL EDUCATION FUND - 22

BASS SANITATION INC.	APRIL - JUNE GARB	137.86
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	128.79
HAMLIN SCHOOL DISTRICT	REIMB CB RATES	25,132.18
MARSHALL CO. HEALTHCARE CENTER	PT/OT SERV	3,764.63
NEBEL, JAMESON	LAWN CARE	218.40
NESC SPECIAL REVENUE PROJECTS	FY22 4TH QTR EXP MI	44,484.94
OTTERTAIL POWER CO.	ELEC	145.02
SANFORD WEBSTER MEDICAL CENTER	OT SERVICES	3,673.56
STORMO, TIFFANY	FY22 MI REIMB	339.39
VERIZON WIRELESS	JUNE CELL SERV	189.05
WATERTOWN PUBLIC OPINION	MINUTES	377.41
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>78,591.23</u>

EOFY22 ACCOUNTS PAYABLE TOTAL:89,127.13

## Northeast Educational Services Cooperative

## JULY 2022 INVOICES

GENERAL FUND - 10

A-I COMPUTER SOLUTIONS	TECH	30.15
ABC AUTOMATIC BUILDING CONTROLS	FIRE ALARM CONTRACT	55.72
ASBSD	FY23 DUES	69.75
CEC	T.F. MEMBERSHIP	17.55
EMC INSURANCE	FY22 VEHICLE COV	5,468.58
FIRST DAKOTA INDEMNITY COMPANY	FY23 WORK COMP	594.63
NESC PAYROLL	JULY 2022	6,618.51
OLSON, KIMBERLY	BACKGROUND CHECK	3.90
PAPER 101	FY23 COOP PAPER PURCHASE	160,506.10
RELIABANK	DEPOSIT BOX	1.35
SASD	T.F., T.S. SASD MEMBERSHIP	77.40
SD FEDERAL PROPERTY AGENCY	FY22 NEW VEHICLES/PROF SERVICES	36,300.00
SD TEACHER PLACEMENT CENTER	TEACHER PLACEMENT SITE	39.15
SHARP AUTOMOTIVE	FY22 NEW VEHICLES/PROF SERVICES	35,396.00
SINGREY, BETHANY	BACKGROUND CHECK	5.70
SOFTWARE UNLIMITED	FY23 SOFTWARE FEE	499.50
<u>GENERAL FUND TOTAL:</u>		<u>245,683.99</u>

SPECIAL EDUCATION FUND - 22

A-I COMPUTER SOLUTIONS	TECH	304.81
ABC AUTOMATIC BUILDING CONTROLS	FIRE ALARM CONTRACT	24.28
ASBSD	FY23 DUES	705.25
BUSSKOHL, CHRISTY	ESY MI REIMB	26.04
CEC	T.F. MEMBER	177.45
CPI	FY23 MEMBER FEE	200.00
EMC INSURANCE	FY22 VEHICLE COV	55,293.42
FIRST DAKOTA INDEMNITY COMPANY	FY23 WORK COMP	6,012.37
MARTIAN, EMILY	ESY MI REIMB	282.24
NESC PAYROLL	JULY 2022	292,258.49
OLSON, KIMBERLY	BACKGROUND CHECK/REIMB ESY MI	213.23
PAPER 101	FY23 COOP PAPER PURCHASE	2,083.90
RELIABANK	DEPOSIT BOX	13.65
SASD	T.F., T.S. SASD MEMBERSHIP	782.60
SCHMIDT, ROCHELLE	ESY MI REIMB	82.32
SD TEACHER PLACEMENT CENTER	TEACHER PLACEMENT SITE	395.85

SINGREY, BETHANY	BACKGROUND CHECK/REIMB ESY MI	94.09
SOFTWARE UNLIMITED	FY23 SOFTWARE FEE	5,050.50
SWENSON, CODY	ESY MI REIMB	12.60
WEST, LINDSEY	ESY MI REIMB	119.70
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>364,132.79</u>
<u>JULY 2022 INVOICES TOTAL:</u>		<u>609,816.78</u>

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, June 20, 2022

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, June 20, 2022 via Zoom or at Lake Area Technical College in Watertown, SD. The meeting was called to order by President Schuurman at 7:02 P.M. and adjourned at 8:59 P.M.

**Members present:**

Alisha Nielsen, Castlewood; Malory McIntire, Clark; Barb Asleson, De Smet; Michelle Prins, Deuel; Arend Schuurman, Elkton; Chris Verhoek, Estelline; Jon Kahnke, Florence; Joe Homola, Hamlin; Paula Blue, Henry; Amanda Wienk, Lake Preston; Lana Sand, Rosholt; Lisa Amdahl, Summit; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster

**Absent:**

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

**Others Attending:**

NESC Staff Representatives: Stephanie Hayunga, Shelly Skogstad, and Teresa Landmark  
Member District Superintendents: Mitch Reed, Florence; 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 7:02 P.M.

**Agenda Review, Changes, and Approval**

*Action #22-93* Motion by J. Homola, second by C. Verhoek, to approve the agenda as presented. All present voted, motion carried.

**Introduction of Guests**

Todd Obele, Mitch Reed, Dr. Jim Block, 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.

### Financial Report

Action #22-94 Motion by C. Verhoek, second by J. Homola, to approve the financial report for the period ending May 31, 2022. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
May 1, 2022	\$200,606.97	\$1,030,968.73	\$11,818.88
<u>Receipts:</u>			
Local Sources	\$1,954.47	\$163,118.33	\$2,161.32
State Sources		\$4,790.94	
Federal Sources		\$256,171.00	
Other	1,350.00		
<u>Total Monthly Receipts</u>	<u>\$3,304.47</u>	<u>\$424,080.27</u>	<u>\$2,161.32</u>
Total Gross Receipts	\$203,911.44	\$1,455,049.00	\$13,980.20
Manual Journal Entries			
Less Salaries	\$9,718.23	\$339,866.16	
Less Disbursements	\$13,838.23	\$51,562.44	\$1,272.73
<u>Total Salaries &amp; Disbursements</u>	<u>\$23,556.46</u>	<u>\$391,428.60</u>	<u>\$1,272.73</u>
Ending Cash Balance			
May 31, 2022	\$180,354.98	\$1,063,620.40	\$12,707.47

### Consent Agenda

Action #22-95 Motion by A. Nielsen, second by P. Thyen to approve the following items on the Consent Agenda: 7a) Approval of May 16, 2022 Board of Directors meeting minutes; 7b) Approval of payment of June 2022 budget claims; 7c) Approval of Kris Street, Psych Examiner resignation with assessed damages - \$1,000.; 7d) Approval of Jody Gary contract for 0.6 FTE, Academic Evaluator, 105.6 days, \$32,400.00; 7e) Approval of Christina Flora contract for 1.0 FTE, Academic Evaluator, 176 days, \$50,750.00; 7f) Approval of Nicole Stulken contract for 1.0 FTE, Occupational Therapist, 200 days, \$57,059.95; 7g) Approval of Carol Reuer training contract for max 20 hours per week at \$25 per hour.

### June 2022 Accounts Payable

**General Fund:** 3D SECURITY. INC. BLDG MAINT 10.80; AUTOMATIVE SERVICE CENTER, THE MAINT 811.59  
AUTOMAXX CDJR, INC. MAINT 72.60; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 198.58; CENEX FLEETCARD  
GASOLINE 5,271.85; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 14.01; CHURCHILL, MANOLIS,  
FREEMAN, KLUDT, SHELTON SCHOOL MATTERS 190.31; CROOKS COLLISION MAINT 45.00; DON'S BODY SHOP MAINT  
1,831.00; DUST TEX SERVICE, INC. MAY/JUNE RUG RENTAL 10.76; EDMENTUM, INC APEX SEATS 200.00; FISCHER,  
JESSICA ADVANCE STUDY REIMB 45.00; HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 926.00; HEALTH EQUITY  
HSA/FLEX 5.28; LATHER, CHRISTOPHER ADVANCE STUDY REIMB 90.00; MADISON DAILY LEADER EMPLOY AD 6.75  
NESC PAYROLL JUNE 2022 10,914.66; OTTERTAIL POWER CO. ELEC 23.67; PALMLUND AUTOMOTIVE MAINT 68.43; ROB'S  
AUTO REPAIR MAINT 3,837.96; SCOTTING HEATING & COOLING LLC FURNACE MAINT 54.64; W.W. TIRE SERVICE FLEET  
MAINT 584.56; WATERTOWN PUBLIC OPINION MINUTES 11.90

**Fund Total: \$25,225.35**

**Special Education Fund:** 3D SECURITY. INC. BLDG MAINT 109.20; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE,  
SPLS 18,413.51; CASTLEWOOD SCHOOL DISTRICT MAY 2022 USE FEE/NURSE SPLIT 13,933.11; CENTURY BUSINESS  
PRODUCTS, INC COPIER MAINT CONTRACT 141.65; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON SCHOOL MATTERS



1,924.26; DUST TEX SERVICE, INC. MAY/JUNE RUG RENTAL 108.78; FISCHER, JESSICA ADVANCE STUDY REIMB 455.00; HAMLIN SCHOOL DISTRICT MAY 2022 USE FEE 1,475.10; HEALTH EQUITY HSA/FLEX 53.37; LANDMARK, TERESA MI/SUPP REIMB 212.91; LATHER, CHRISTOPHER ADVANCE STUDY REIMB 910.00; MADISON DAILY LEADER EMPLOY AD 68.25; MARSHALL CO. HEALTHCARE CENTER PT/OT SERVICES 5,827.31; NESC PAYROLL JUNE 2022 271,353.24; PARENT MAY MI REIMB 70.56; OTTERTAIL POWER CO. ELEC 239.35; RUTLAND SCHOOL DISTRICT SPED ASSESS REIMB 16,804.00; SANFORD WEBSTER MEDICAL CENTER OT SERVICES 5,113.11; SCOTTING HEATING & COOLING LLC FURNACE MAINT 552.47; WATERTOWN PUBLIC OPINION MINUTES 120.36; WEBSTER SCHOOL DISTRICT MAY 2022 USE FEE 690.10; WENZ, MELODY MAY MI REIMB 20.16; WIESE, RITA MAY MI REIMB 31.92

**Fund Total: \$338,627.72**

### Discussion Items

#### Assistant Director's Report

Assistant Director Frewing gave his monthly report.

#### Director's Report

Director Powell gave her monthly report.

#### 2022-2023 Board Meeting Dates

Director Powell reviewed the dates for next year's board meetings.

#### FY23 Preliminary Budget

Business Manager Stormo reviewed the preliminary budget for FY23.

#### Preliminary Representatives for 2022-23

Director Powell reviewed NESC's preliminary board representatives for 2022-23.

#### Inventory Update

Assistant Director Frewing reviewed inventory updates.

#### Program Approval Letter

Director Powell shared the cooperative's annual program approval letter.

### Action Items

#### Paper Bid

*Action #22-96* Motion by J. Homola, second by A. Nielsen to approve the paper bid from Paper 101 at \$57.25. All present voted in favor, motion carried.

#### Surplus Inventory

*Action #22-97* Motion by C. Verhoek, second by J. Homola to declare indicated inventory items as having zero value or being old, outdated or broken. All present voted in favor, motion carried.

#### Budget Hearing

*Action #22-98* Motion by A. Nielsen, second by J. Homola to publish FY23 preliminary budget and set budget hearing for Monday, July 18, 2022. All present voted in favor, motion carried.



Insurance Renewal

*Action #22-99* Motion by A. Nielsen, second by C. Verhoek to approve property, liability, and workers' compensation renewal rates as discussed. All present voted in favor, motion carried.

Policy and By-Law

*Action #22-100* Motion by J. Homola, second by A. Nielsen to approve policy and by-law updates as presented. All present voted in favor, motion carried.

SWWC Behavior Contract Amendment

*Action #22-101* Motion by L. Sand, second by C. Verhoek to approve amended SWWC behavior contract to 0.75 FTE + 5 days. All present voted in favor, motion carried.

Executive Session

*Action #22-102* 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 7:39 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 8:56 P.M.

Adjournment

*Action #22-103* 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, July 18, 2022 at 7:00 P.M.

---

Arend Schuurman, President

---

Tiffany Stormo, Business Manager

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE  
BOARD OF DIRECTORS MEETING  
Monday, July 18, 2022 7:00 P.M.**

**2021-2022 FISCAL YEAR:**

1. Call to Order
2. Agenda review, changes, and approval
3. Introduction of guests: \_\_\_\_\_
4. Public Comment
5. Conflict of Interest
6. Approval of June 2022 financial report
7. Consent Agenda
  - a. Approval of June 20, 2022 minutes
  - b. Approval of payment of final FY 22 budget claims
8. Appoint Business Manager as President Pro-Tem
9. Adjourn meeting for FY 22

**2022-2023 FISCAL YEAR**

1. Call meeting to order
2. Elect President
3. Elect Vice President
4. FY 23 budget hearing
5. Adopt FY 23 budget hearing
6. Consent Agenda
  - a. Approval of July 2022 claims  
\_\_\_\_\_
  - b. Designate official Depository - Reliabank - Hayti, SD  
\_\_\_\_\_
  - c. Authorize official newspaper - Watertown Public Opinion  
\_\_\_\_\_
  - d. Designate Legal Counsel - Rodney Freeman  
\_\_\_\_\_
  - e. Designate Business Manager as official custodian of accounts  
\_\_\_\_\_
  - f. Adopt travel rates  
In state: \$.42 per mile, \$6 breakfast, \$14 noon lunch, \$20 dinner, actual cost for  
lodging out of state-\$.42 per mile, \$10 breakfast, \$18 noon lunch, \$28 dinner  
actual cost of lodging

g. Appoint Title IX and 504 coordinator – Tim Frewing

---

h. Designate Director Powell and Business Manager Stormo as federal program agents

---

i. Designate Director Powell and Business Manager Stormo as purchasing agents

---

j. Set Board of Directors' pay for special committee meetings: \$60 per meeting; \$.42 per mile

---

k. Approval of Administrative Assistant contract for Hannah Rowe at \$18.00/hour

---

l. Amend Chris Lather contract for BA+15 for \$1,000 increase to \$53,527.00

---

m. Audit Engagement letter for FY 22

---

n. Approval to use signature stamp for Business Manager and Board President

---

#### 7. Discussion Items

a. Assistant Director's Report

---

b. Director's Report

---

c. NESC Board of Directors—District representatives for 2022-2023 and preferred method of receiving board materials

---

#### 8. Action items

a. Approval of CD Renewal

BOARD ACTION: \_\_\_\_\_

---

#### 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

#### 10. Adjourn