

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, November 21, 2022

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, November 21, 2022 via Zoom or at Lake Area Technical College in Watertown, SD. The meeting was called to order by President Schuurman at 7:00 P.M. and adjourned at 7:54 P.M.

Members present:

Jolene King, Arlington; Audrey Schuller, Britton-Hecla; Alisha Nielsen, Castlewood; Malory McIntire, Clark; Barb Asleson, De Smet; Laura Crooks, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Lisa Lauterhahn, Enemy Swim Day School; Chris Verhoek, Estelline; Jon Kahnke, Florence; Tara Abraham, Hamlin; Paula Blue, Henry; Megan Eichler, Lake Preston; Carrie Schiernbeck, Oldham/Ramona; Diana LeClair, Rosholt; Jessica Anderson, Rutland; Jayme Trygstad, Sioux Valley; Lisa Amdahl, Summit; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Tia Felberg, Willow Lake; Natalie Remund, Wilmot

Absent:

Greg Bich, Iroquois; Art Berger, Waubay

Others Attending:

NESC Staff Representatives: Stephanie Hayunga, Teresa Landmark, Kristy Boettcher, Melissa Gent, Shelly Skogstad
Member District Superintendents: Todd Obele, Henry; Mitch Reed, Florence; 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 7:00 P.M.

Agenda Review, Changes, and Approval

Action #23-26 Motion by A. Schuller, second by M. McIntire, to approve the agenda as presented. All present voted, motion carried.

Introduction of Guests

Todd Obele, Stephanie Hayunga, Teresa Landmark, Kristy Boettcher, Melissa Gent, Shelly Skogstad were introduced as a guest.

Conflicts of Interest

No conflicts of interest were presented.

Public Comment

No public comments were presented.

Financial Report

Action #23-27 Motion by P. Blue, second by C. Verhoek, to approve the financial report for the period ending October 31, 2022. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
October 1, 2022	\$113,846.15	\$899,390.45	\$10,693.43
<u>Receipts:</u>			
Local Sources	\$58,846.13	\$227,025.98	\$2,516.63
State Sources		\$11,429.20	
Federal Sources		\$219,338.00	
Other		\$296.25	
<u>Total Monthly Receipts</u>	<u>\$58,846.13</u>	<u>\$458,089.43</u>	<u>\$2,2516.63</u>
Total Gross Receipts	\$172,692.28	\$1,357,479.88	\$13,210.06
Manual Journal Entries			
Less Salaries	\$6,841.38	\$338,115.68	
Less Disbursements	\$14,268.30	\$82,343.30	\$2,077.25
<u>Total Salaries & Disbursements</u>	<u>\$21,109.68</u>	<u>\$420,458.98</u>	<u>\$2,077.25</u>
Ending Cash Balance October 31, 2022	\$151,582.60	\$937,020.90	\$11,132.81

Consent Agenda

Action #23-27 Motion by A. Nielsen, second by C. Verhoek to approve the following items on the Consent Agenda: 7a) Approval of October 17, 2022 Board of Directors meeting minutes; 7b) Approval of payment of November 2022 budget claims; 7c) Approval of resignation: Katherine Anderson, Castlewood Center Base Paraprofessional; Morgan Prouse, Hamlin Center Base Paraprofessional; 7d) Approval of contracts: Kelly Eisenbraun, \$16.00/hr – Paraprofessional Webster Center Base; Jeff Sikkink, \$15.80/hr- Paraprofessional Castlewood Center Base. All present voting in favor, motion carried.

November 2022 Accounts Payable

General Fund: ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM CONTRACT/TEST 480.82; AUTOMAXX CDJR, INC. FLEET MAINT 105.73; BND TOWING FLEET MAINT 474.50; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 8,333.64; CENEX FLEETCARD FLEET MAINT 7,004.74; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 11.61; DUST TEX SERVICE, INC. OCT RUG RENT 5.40; FRANKMAN MOTOR COMPANY FLEET MAINT 21.39; HAMLIN COUNTY FARMERS COOP FLEET MAINT 1,145.91; HEALTH EQUITY HSA/FLEX 5.33; NEBEL, JAMESON LAWN CARE 21.60; NESC IMPREST 0.90; NESC PAYROLL NOV 22 6,800.21; OTTERTAIL POWER CO. ELEC 23.84; PALMLUND AUTOMOTIVE FLEET MAINT 40.45; PRAIRIE AG PARTNERS FLEET MAINT 54.70; ROB'S AUTO REPAIR FLEET MAINT 2,534.51; RON'S AUTO REPAIR FLEET MAINT 758.04; SCOTTING HEATING & COOLING LLC FURNACE MAINT 53.26; W.W. TIRE SERVICE FLEET MAINT 845.84; WATERTOWN PUBLIC OPINION MINUTES 21.94; WEBSTER AUTO CARE FLEET MAINT 425.30

Fund Total: \$29,169.66

Special Education Fund: ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM CONTRACT/TEST 143.18; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 23,468.94; BOYD, BRENDA REIMB MI/TRAVEL 129.46; BUSSKOHL, CHRISTY ASHA DUES 225.00; CASTLEWOOD SCHOOL DISTRICT OCT CB USE FEE 974.15; CENTURY BUSINESS PRODUCTS, INC COPIER

MAINT CONTRACT 117.36; DEUTSCH, JENNIFER REIMB MI/TRAVEL 125.68; DUST TEX SERVICE, INC. OCT RUG RENT 54.59; FISCHER, JESSICA PSYCH TRAVEL 20.00; FREEMAN, MARISA SLP REGIS 99.00; HAMLIN SCHOOL DISTRICT OCT CB USE FEE 1,709.85; HEALTH EQUITY HSA/FLEX 53.92; JOHNSON, ALYSHA ASHA DUES 225.00; LAKE PRESTON SCHOOL DISTRICT OCT CB USE FEE 369.70; LORENSBERG, SARA REIMB MI 91.98; PARENT OCT MI REIMB 100.80; NEBEL, JAMESON LAWN CARE 218.40; NESC IMPREST 249.10; NESC PAYROLL NOV 22 332,213.67; OTTERTAIL POWER CO. ELEC 241.07; SCOTTING HEATING & COOLING LLC FURNACE MAINT 538.57; SW/WC SERVICE COOPERATIVE BEHAVIOR ANALYST CONTRACT 23,328.76; TIEFENTHALER, DEBRA ASHA DUES 225.00; WATERTOWN PUBLIC OPINION MINUTES 221.85; WEBSTER SCHOOL DISTRICT OCT CB USE FEE 739.40

Fund Total: \$385,884.43

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Powell gave her monthly report.

Office Panels

Information was presented to surplus office panels.

Steering Committee Meeting

Steering Committee meeting will be February 20, 2022 at 6 P.M.

Executive Session

Action #23-28 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 A. Nielsen to enter executive session at 7:11 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 7:48 P.M.

Action Items

Approve Surplus Vehicle Bids

Action #23-29 Motion by J. King, second by T. Abraham to approve all high bids on the surplus vehicles. All present voting in favor, motion carried.

Fixed Asset No. 0333	2008 Chevy Impala	Melissa Gent	\$3,200.00
Fixed Asset No. 0344	2011 Chevy Impala	Kristy Boettcher	\$1,550.00
Fixed Asset No. 0350	2011 Chevy Malibu	Ryan Lawrence	\$3,850.00
Fixed Asset No. 0351	2011 Chevy Impala	Ryan Lawrence	\$3,850.00

Approval to Surplus Office Panels

Action #23-30 Motion by L. Amdahl, second by P. Blue to approve disposing of office panels. All present voting in favor, motion carried.

Grievance

Action #23-31 Motion by C. Verhoek, second by A. Nielsen to deny the grievance presented. All present voting in favor, motion carried.

Adjournment

Action #23-32 With there being no further business, motion by C. Verhoek, second by M. McIntire, to adjourn. All present voted, motion carried.

The next NESC Board of Directors meeting will be held at Lake Area Technical College in Watertown, SD on Monday, December 19, 2022 at 7:00 P.M.

Arend Schuurman, President

Tiffany Stormo, Business Manager