

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, December 19, 2022

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, December 19, 2022 via Zoom. The meeting was called to order by President Schuurman at 7:00 P.M. and adjourned at 7:22 P.M.

Members present:

Alisha Nielsen, Castlewood; Malory McIntire, Clark; Evan Buckmiller, De Smet; Carie Knutson, Deubrook; Michelle Prins, Deuel – entered at 7:07 P.M.; Arend Schuurman, Elkton; Lisa Lauterhahn, Enemy Swim Day School; Chris Verhoek, Estelline; Brett Anderson, Lake Preston; Carrie Schiernbeck, Oldham/Ramona; Diana LeClair, Rosholt; Jessica Anderson, Rutland; Jayme Trygstad – entered at 7:09 P.M., Sioux Valley; Art Berger Jr., Waubay; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster

Absent:

Jolene King, Arlington; Audrey Schuller, Britton-Hecla; Jon Kahnke, Florence; Tara Abraham, Hamlin; Paula Blue, Henry; Greg Bich, Iroquois; Lisa Amdahl, Summit; Tia Felberg, Willow Lake; Natalie Remund, Wilmot

Others Attending:

NESC Staff Representatives: Stephanie Hayunga, Teresa Landmark

Member District Superintendents: 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 7:00 P.M.

Agenda Review, Changes, and Approval

Action #23-33 Motion by B. Anderson, second by M. Looyenga, to approve the agenda with the addition of 8e) Director and Business Manager Evaluations. All present voted, motion carried.

Introduction of Guests

Todd Obele, Stephanie Hayunga and Teresa Landmark were introduced as a guest.

Conflicts of Interest

No conflicts of interest were presented.

Public Comment

No public comments were presented.

Financial Report

Action #23-34 Motion by B. Anderson, second by A. Nielsen, to approve the financial report for the period ending November 30, 2022. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
November 1, 2022	\$151,582.60	\$937,020.90	\$11,132.81
<u>Receipts:</u>			
Local Sources	\$10,864.72	\$203,738.41	\$2,191.63
State Sources		\$34,942.97	
Federal Sources		\$193,710.00	
Other			
<u>Total Monthly Receipts</u>	<u>\$10,864.72</u>	<u>\$432,391.38</u>	<u>\$2,191.63</u>
Total Gross Receipts	\$162,447.32	\$1,369,412.28	\$13,324.44
Manual Journal Entries			
Less Salaries	\$6,800.21	\$332,213.67	
Less Disbursements	\$22,369.45	\$53,670.76	\$1,501.73
<u>Total Salaries & Disbursements</u>	<u>\$29,169.66</u>	<u>\$385,884.43</u>	<u>\$1,501.73</u>
Ending Cash Balance November 30, 2022	\$133,277.66	\$983,527.85	\$11,822.71

Consent Agenda

Action #23-35 Motion by B. Anderson, second by E. Buckmiller to approve the following items on the Consent Agenda: 7a) Approval of November 21, 2022 Board of Directors meeting minutes; 7b) Approval of payment of December 2022 budget claims; 7c) Approval of contract: Melanie Richardson, \$16.30/hr – Paraprofessional Webster Center Base. All present voting in favor, motion carried.

December 2022 Accounts Payable

General Fund: AUTOMAXX CDJR, INC. FLEET MAINT 31.90; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 93.86; CENEX FLEETCARD FLEET MAINT 6,915.14; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 9.22; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON SCHOOL MATTERS 120.19; DUST TEX SERVICE, INC. NOV RUG RENT 10.80; FIRST DAKOTA INDEMNITY COMPANY WORK COMP 60.84; HAMLIN COUNTY FARMERS COOP FLEET MAINT 985.16; HEALTH EQUITY HSA/FLEX 5.69; JURGENS OIL FLEET MAINT 56.90; KORMANAGEMENT SERVICES, LLC DRUG TESTING Q1 2,229.13; NESC PAYROLL DEC 2022 6,837.72; OTTERTAIL POWER CO. ELEC 36.40; ROB'S AUTO REPAIR FLEET MAINT 1,309.14; SIKKINK, JEFF BACKGROUND CHECK 4.79; TVEDT, KYLER BACKGROUND CHECK 4.79; TWIN VALLEY TIRE, WEBSTER FLEET MAINT 532.57; W.W. TIRE SERVICE FLEET MAINT 383.38; WATERTOWN PUBLIC OPINION MINUTES 2.37; WEBSTER AUTO CARE FLEET MAINT 533.27

Fund Total: \$20,163.26

Special Education Fund: BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 21,795.42; CASTLEWOOD SCHOOL DISTRICT NOV CB USE FEE 974.15; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 93.25; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON SCHOOL MATTERS 1,215.21; DEUTSCH, JENNIFER NOV MI REIMB 113.40; DUST TEX SERVICE, INC. NOV RUG RENT 109.18; FIRST DAKOTA INDEMNITY COMPANY WORK COMP 615.16; HAMLIN SCHOOL DISTRICT NOV CB USE FEE 1,709.85; HEALTH EQUITY HSA/FLEX 57.56; LAKE PRESTON SCHOOL DISTRICT NOV

CB USE FEE 369.70; LILJEGREN, MEGAN ASHA DUES 225.00; PARENT NOV MI REIMB 90.72; NESC IMPREST 128.00; NESC PAYROLL DEC 2022 334,769.80; OTTERTAIL POWER CO. ELEC 368.00; REINHILLER, LISA ED SPEC TRAVEL 208.00 SIKKINK, JEFF BACKGROUND CHECK 48.46; TVEDT, KYLER BACKGROUND CHECK 48.46; WATERTOWN PUBLIC OPINION MINUTES 23.95; WEBSTER SCHOOL DISTRICT NOV CB USE FEE 903.91

Fund Total: \$363,867.18

Discussion Items

Assistant Director's Report

There was no Assistant Director report.

Director's Report

Director Powell gave her monthly report.

Holiday Office Hours

Director Powell presented holiday office hours.

Potential Legislative Session Topics

Director Powell informed the board about recent legislative developments.

Director and Business Manager Evaluation

Director and Business Manager Evaluations will be mailed to board members. They should be mailed back to Vice-President P. Thyen prior to January 9, 2023 to review at January Board Meeting.

Executive Session

No executive session was held.

Action Items

Approval of Holiday Office Hours

Action #23-36 Motion by B. Anderson, second by A. Nielsen to approve NESC Business Office locking the doors the final week in December. All present voting in favor, motion carried.

Adjournment

Action #23-37 With there being no further business, motion by B. Anderson, second by A. Berger Jr., 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, January 16, 2023 at 7:00 P.M.

Arend Schuurman, President

Tiffany Stormo, Business Manager