

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, January 16, 2023

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, January 16, 2023 via Zoom. The meeting was called to order by President Schuurman at 7:00 P.M. and adjourned at 7:14 P.M.

**Members present:**

Jolene King, Arlington; Audrey Schuller, Britton-Hecla; Alisha Nielsen, Castlewood; Malory McIntire, Clark; Barb Asleson, De Smet; 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; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Natalie Remund, Wilmot

**Absent:**

Laura Crooks, Deubrook; Michelle Prins, Deuel; Greg Bich, Iroquois; Jayme Trygstad, Sioux Valley; Lisa Amdahl, Summit; Art Berger Jr., Waubay; Tia Felberg, Willow Lake

**Others Attending:**

NESC Staff Representatives: Stephanie Hayunga, Teresa Landmark, Shelly Skogstad, Jessica Fischer  
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 7:00 P.M.

**Agenda Review, Changes, and Approval**

*Action #23-38* Motion by M. Looyenga, second by T. Abraham, to approve the agenda with the following changes: Table - 9a) Executive Session, 10a) Approval of Business Manager contract and 10b) Approval to offer Director contract; Add 8d) President report. All present voted, motion carried.

**Introduction of Guests**

Todd Obele, Stephanie Hayunga, Teresa Landmark and Shelly Skogstad were introduced as guests.

**Conflicts of Interest**

No conflicts of interest were presented.

**Public Comment**

No public comments were presented.

**Financial Report**

*Action #23-39* Motion by A. Nielsen, second by J. King, to approve the financial report for the period ending December 31, 2022. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
<b>December 1, 2022</b>	<b>\$133,277.66</b>	<b>\$983,527.85</b>	<b>\$11,822.71</b>
<u>Receipts:</u>			
Local Sources	\$1,214.46	\$292,174.20	\$2,069.63
State Sources		\$2,936.13	
Federal Sources		\$170,570.00	
Other	\$12,595.80	\$1,474.20	
<u>Total Monthly Receipts</u>	<u>\$13,810.26</u>	<u>\$467,154.53</u>	<u>\$2,069.63</u>
Total Gross Receipts	\$147,087.92	\$1,450,682.38	\$13,892.34
Manual Journal Entries			
Less Salaries	\$6,837.72	\$334,769.80	
Less Disbursements	\$13,325.54	\$29,097.38	\$522.61
<u>Total Salaries &amp; Disbursements</u>	<u>\$20,163.26</u>	<u>\$363,867.18</u>	<u>\$522.61</u>
<b>Ending Cash Balance December 31, 2022</b>	<b>\$126,924.66</b>	<b>\$1,086,815.20</b>	<b>\$13,369.73</b>

**Consent Agenda**

*Action #23-40* Motion by C. Verhoek, second by M. McIntire to approve the following items on the Consent Agenda: 7a) Approval of December 19, 2022 Board of Directors meeting minutes; 7b) Approval of payment of January 2023 budget claims. All present voting in favor, motion carried.

**January 2023 Accounts Payable**

**General Fund:** AUTOMAXX CDJR, INC. FLEET MAINT 119.52; BASS SANITATION INC. OCT - DEC GARB 13.64; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 1,708.54; CENEX FLEETCARD FLEET MAINT 4,098.49; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 12.50; DUST TEX SERVICE, INC. JAN RUG RENT 5.40; EISENBRAUN, KELLY BACKGROUND CHECK 3.89; FISCHER, JESSICA ADV STUDY REIMB 45.00; HAMLIN COUNTY FARMERS COOP FLEET MAINT 812.45; HEALTH EQUITY HSA/FLEX 5.51; HYMANS, ALEAH BACKGROUND CHECK 3.89; KORMANAGEMENT SERVICES, LLC DRUG TESTING Q2 2,245.63; NESC PAYROLL JAN 2023 6,709.39; NESC SPECIAL REVENUE PROJECTS FY23 2ND QTR EX MI 1,719.76; OTTERTAIL POWER CO. ELEC 51.32; PALMLUND AUTOMOTIVE FLEET MAINT 86.95; ROB'S AUTO REPAIR FLEET MAINT 418.51; TOWN OF HAYTI WATER 27.27; TWIN VALLEY TIRE, INC - WEBSTER FLEET MAINT 738.41; TWIN VALLEY TIRE, INC. FLEET MAINT 183.00; WEBSTER AUTO CARE FLEET MAINT 124.35

**Fund Total: \$19,133.42**

**Special Education Fund:** ARLINGTON SCHOOL DISTRICT PART B REFUND 148.54; BASS SANITATION INC. OCT - DEC GARB 137.86; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 16,712.00; CASTLEWOOD SCHOOL DISTRICT DEC CB USE FEE/ PART B & C REFUND 2,409.23; CENTURY BUSINESS PRODUCTS, INC TECH SUPP 126.41; CLARK SCHOOL DISTRICT PART C REFUND 200.24; DEUBROOK SCHOOL DISTRICT PART C REFUND 254.28; DEUEL SCHOOL DISTRICT PART C REFUND 562.64; DEUTSCH, JENNIFER DEC MI REIMB 53.76; DUST TEX SERVICE, INC. JAN RUG RENTAL 54.59; EISENBRAUN, KELLY BACKGROUND CHECK 39.36; ELKTON SCHOOL DISTRICT PART B REFUND 1,310.25; FISCHER, JESSICA ADVANCE STUDY REIMB 455.00; FLORENCE SCHOOL DISTRICT PART B & C REFUND 332.55; HAMLIN SCHOOL DISTRICT DEC CB USE FEE/PART B & C REFUND 1,990.06; HANSEN, HEATHER ASHA DUES 225.00; HEALTH EQUITY HSA/FLEX 55.74;

HEGSELUND, NICOLE NASP REGIS 59.00; HYMANS, ALEAH BACKGROUND CHECK 39.36; KELLER-KNUDSON, CHERYL ASHA DUES 225.00; LAKE PRESTON SCHOOL DISTRICT DEC CB USE FEE 369.70; PARENT DEC MI REIMB 55.44; NESC PAYROLL JAN 2023 320,446.50; NESC SPECIAL REVENUE PROJECTS FY23 2ND QTR EX MI 63,784.14; OTTERTAIL POWER CO. ELEC 518.91; SIOUX VALLEY SCHOOL DISTRICT PART C REFUND 692.83; SKOGSTAD, SHELLY NASP REGIS/NASP DUES 479.00; STEVENSON, ELLEN NASP REGIS 149.00; TOWN OF HAYTI WATER 275.73; WEBSTER SCHOOL DISTRICT DEC CB USE FEE/PART C REFUND 1,103.51; WILLOW LAKE SCHOOL DISTRICT PART C REFUND 151.08; WILMOT SCHOOL DISTRICT PART C REFUND 67.08

**Fund Total: \$413,483.79**

### **Discussion Items**

#### **Assistant Director's Report**

Assistant Director Frewing gave his monthly report.

#### **Director's Report**

Director Powell gave her monthly report.

#### **Steering Committee Meeting**

Reminder that the first Steering Committee meeting will be February 20, 2023 at 6:00 P.M.

#### **President's Report**

President Schuurman informed the board he may have limited availability in the next few months due to medical obligations.

#### **Executive Session**

No executive session was held.

#### **Action Items**

No action items were presented.

#### **Adjournment**

*Action #23-41* With there being no further business, motion by C. Verhoek, second by J. King, 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, February 20, 2023 at 7:00 P.M.

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**Arend Schuurman, President**

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**Tiffany Stormo, Business Manager**