

Arend Schuurman
PRESIDENT
BOARD OF DIRECTORS

Andrea Powell
DIRECTOR
Andrea.Powell@k12.sd.us

Tim Frewing
ASSISTANT DIRECTOR
Tim.Frewing@k12.sd.us

Tiffany Stormo
BUSINESS MANAGER
Tiffany.Stormo@k12.sd.us

MEMBER DISTRICTS

- Arlington #38-1
- Britton-Hecla #45-4
- Castlewood #28-1
- Clark #12-2
- De Smet #38-2
- Deubrook #5-6
- Deuel #19-4
- Elkton #5-3
- Enemy Swim Day School
- Estelline #28-2
- Florence #14-1
- Hamlin #28-3
- Henry #14-2
- Iroquois #2-3
- Lake Preston #38-3
- Oldham-Ramona #39-5
- Rosholt #54-4
- Rutland #39-4
- Sioux Valley #5-5
- Summit #54-6
- Waubay #18-3
- Waverly #14-5
- Webster Area #18-5
- Willow Lake #12-3
- Wilmot #54-7

Northeast Educational Services Cooperative

P.O. Box 327 • Hayti, South Dakota 57241
605-783-3607 • Fax 605-783-3259

February 13, 2023

Dear NESC Board Members:

Our monthly board meeting will be held on Monday, February 20, 2023. It will begin at 7:00pm, with steering committee meeting at 6:00PM. You may attend the meeting in person, via Zoom, or telephone.

Depending on your preference, information for all three options is below.

Physical location of the meeting:

Lake Area Technical College
1201 Arrow Ave.
Watertown, SD

Zoom option:

<https://sdk12.zoom.us/meeting/register/tJErcO2uqz4vG9KLTiTL7mRKjGsrJJkjydQp>

Enclosed are several documents for your review prior to the meeting. See you Monday, February 20, 2023 at 7:00pm.

Sincerely yours,
Andrea Powell

NESC Board of Directors Meeting

Proposed Agenda

Date: February 20, 2023

Time: 7:00PM

1. Call to order
2. Introduction of guests
3. Public Comment
4. Agenda Review, changes, and approval
5. Conflict of Interest
6. Approval of January 2023 financial report
7. Consent Agenda
 - a. Approval of January 16, 2023 meeting minutes
 - b. Approval of February 2023 budget claims
 - c. Approval of resignations:
 - i. Carrie Niles- SLP
 - ii. Hannah Rowe- Medicaid, cars, Part B+C
 - iii. Aleah Hymans- Castlewood CB Para
8. Discussion items
 - a. Assistant Director Report
 - b. Director Report
 - i. RFP Draft for Drug and Alcohol Testing
 - c. ESY rates for 2023
 - d. Child Count- Finalized numbers will be shared in March (not due until Feb.24th).
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. Action Items
 - a. Approval to offer Business Manager contract
 - b. Approval to offer Director Contract
 - c. Approval to offer Assistant Director Contract
 - d. Approval to hire Rodney Freeman to represent NESC Board during negotiations
 - e. Approval for ESY rates 2023
 - f. Approval of RFP Draft for D and A testing
11. Adjourn

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
CASH BALANCE				
January 1, 2023	\$126,924.66	\$1,086,815.20	\$13,369.73	\$1,227,109.59
Receipts:				
Local Sources:				
1312 Center Base Tuition		\$90,172.38		\$90,172.38
1332 Extended School Year Tuition				\$0.00
1510 Interest	\$36.81	\$207.27		\$244.08
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	\$956.90	\$110,841.19		\$111,798.09
1990 Reading Recovery				\$0.00
1990 Reading Recovery-Other LEAs				\$0.00
1990 Miscellaneous			\$1,941.63	\$1,941.63
1990 Northern Plains				\$0.00
1990 Special Projects-Indirect Cost				\$0.00
1990 Drug & Alcohol Pool				\$0.00
1990 Expensed Mileage	\$65,503.90			\$65,503.90
State Sources:				
3119 Grants-in-Aid: Ed. Specialist				\$0.00
3900 Part C Funds		\$3,225.15		\$3,225.15
3900 Part B Funds				\$0.00
3900 ESA 1				\$0.00
Federal Sources:				
4175 MTSS	\$11,478.38			\$11,478.38
4175 IDEA Part B 611		\$166,328.00		\$166,328.00
4175 IDEA Part B 611-Private				\$0.00
4186 IDEA Part B 619		\$4,905.00		\$4,905.00
Other Receipts:				
120 Accounts Receivable				\$0.00
140 Due from other Governments				\$0.00
Other Receipts				\$0.00
Total Monthly Receipts	\$77,975.99	\$375,678.99	\$1,941.63	\$455,596.61
Balance Frwd plus Revenue to date	\$204,900.65	\$1,462,494.19	\$15,311.36	\$1,682,706.20
Manual Journal Entry				\$0.00
Manual Journal Entry Revenue				\$0.00
Less Salaries & Disbursements				
Salaries	\$6,709.39	\$320,446.50		\$327,155.89
Disbursements	\$12,424.03	\$93,037.29	\$1,878.46	\$107,339.78
Less Total Salaries & Disbursements	\$19,133.42	\$413,483.79	\$1,878.46	\$434,495.67
CASH BALANCE				
January 31, 2023	\$185,767.23	\$1,049,010.40	\$13,432.90	\$1,248,210.53

Balance Sheet

Clearing Account XX-101-002	\$0.00	\$0.00	\$0.00	\$0.00
Checking Account XX-101	\$11,481.49	\$352,111.53	\$13,432.90	\$377,025.92
Money Market Savings XX-105	\$174,285.74	\$609,301.70	\$0.00	\$783,587.44
Certificates of Deposit XX-106	\$0.00	\$82,597.17	\$0.00	\$82,597.17
Imprest XX-108	\$0.00	\$5,000.00	\$0.00	\$5,000.00
TOTALS	\$185,767.23	\$1,049,010.40	\$13,432.90	\$1,248,210.53
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00

Regular; Processing Month 01/2023; 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	36.81	296.57	91.25	28.43
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	11,482.55	956.90	6,698.30	58.33	4,784.25
10 1990 012	READING RECOVERY ASSESSMENTS	3,627.84	0.00	3,627.84	100.00	0.00
10 1990 018	MISCELLANEOUS	0.00	0.00	248.60	0.00	(248.60)
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	274,240.00	65,503.90	123,370.64	44.99	150,869.36
Subtotal: LOCAL SOURCES		377,435.43	66,497.61	222,001.99	58.82	155,433.44
10 4175 022	REGULAR IDEA PART B - MTSS	69,788.52	11,478.38	11,478.38	16.45	58,310.14
Subtotal: FEDERAL SOURCES		69,788.52	11,478.38	11,478.38	16.45	58,310.14
10 5130	SALE OF SURPLUS PROPERTY	0.00	0.00	12,450.00	0.00	(12,450.00)
10 5140	COMPENSATION FOR LOSS OF ASSET	0.00	0.00	2,264.86	0.00	(2,264.86)
Subtotal: 5000		0.00	0.00	14,714.86	0.00	(14,714.86)
Fund Total:		447,223.95	77,975.99	248,195.23	55.50	199,028.72

Regular; Processing Month 01/2023; 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	843,439.94	90,172.38	404,431.68	47.95	439,008.26
22 1312 100	TUITION-ESY	105,000.00	0.00	87,478.25	83.31	17,521.75
22 1510	INTEREST	1,700.00	207.27	1,494.41	87.91	205.59
22 1990 003	SPED ASSESSMENTS	1,330,093.70	110,841.19	775,888.33	58.33	554,205.37
22 1990 018	MISCELLANEOUS	5,000.00	0.00	3,528.66	70.57	1,471.34
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	22,004.91	0.00	33,804.47	153.62	(11,799.56)
Subtotal: LOCAL SOURCES		2,312,238.55	201,220.84	1,306,625.80	56.51	1,005,612.75
22 3119 071	STATE GRANTS-IN-AID: ED.SPEC.	148,674.03	0.00	31,032.12	20.87	117,641.91
22 3900 013	STATE REVENUE: PART C FUNDS	40,000.00	3,225.15	25,539.57	63.85	14,460.43
22 3900 014	STATE REVENUE: PART B FUNDS	4,500.00	0.00	8,755.78	194.57	(4,255.78)
Subtotal: STATE SOURCES		193,174.03	3,225.15	65,327.47	33.82	127,846.56
22 4175 475	REGULAR IDEA PART B 611	2,028,740.00	166,328.00	734,382.00	36.20	1,294,358.00
22 4175 476	REGULAR IDEA PART B 611-PRIVATE SCHOOL	7,927.00	0.00	0.00	0.00	7,927.00
22 4186 486	REGULAR IDEA PART B 619	57,296.00	4,905.00	20,469.00	35.73	36,827.00
Subtotal: FEDERAL SOURCES		2,093,963.00	171,233.00	754,851.00	36.05	1,339,112.00
Fund Total:		4,599,375.58	375,678.99	2,126,804.27	46.24	2,472,571.31

Regular; Processing Month 01/2023; 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:	5,046,599.53	453,654.98	2,374,999.50	47.06	2,671,600.03

Account Number	Account Description	BUDGET	CURRENT MO.EXP.	EXP.TO DATE	% OF BUDGET	BALANCE AT EOM
10	GENERAL FUND					
1111	READING RECOVERY	\$3,627.84	\$0.00	\$0.00	0.00	\$3,627.84
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$144,548.56	\$3,623.77	\$22,797.80	15.77	\$121,750.76
2227	TECHNOLOGY SUPPORT	\$8,042.17	\$898.71	\$4,979.51	61.92	\$3,062.66
2319	BOARD OF EDUCATION SERVICES	\$14,261.25	\$1,682.10	\$9,428.97	66.12	\$4,832.28
2329	ADMINISTRATION	\$34,478.48	\$2,638.55	\$18,175.30	52.71	\$16,303.18
2529	ADMINISTRATION-FISCAL SERVICES	\$12,082.85	\$1,291.66	\$6,951.99	57.54	\$5,130.86
2542	OPERATION & MAINTENANCE BLDGS.	\$4,618.28	\$171.32	\$1,434.23	31.06	\$3,184.05
2545	VEHICLE SERVICE	\$287,564.52	\$6,581.68	\$187,074.91	65.05	\$100,489.61
2551	DRUG & ALCOHOL TESTING POOL	\$13,000.00	\$2,245.63	\$4,474.76	34.42	\$8,525.24
10	GENERAL FUND	\$522,223.95	\$19,133.42	\$255,317.47	48.89	\$266,906.48
22	SPECIAL EDUCATION FUND					
1221	EXTENDED SCHOOL YEAR	\$112,927.00	\$4,664.52	\$87,478.25	77.46	\$25,448.75
1223	CENTER BASE DAY PROGRAMS	\$843,439.94	\$62,749.85	\$353,408.28	41.90	\$490,031.66
1226	EARLY CHILDHOOD SERVICES	\$427,692.29	\$39,078.46	\$173,921.11	40.67	\$253,771.18
1227	PROLONGED ASSISTANCE PROGRAMS	\$0.00	\$5,684.28	\$5,684.28	0.00	(\$5,684.28)
2142	PSYCHOLOGICAL SERVICES	\$752,491.37	\$66,570.60	\$324,124.62	43.07	\$428,366.75
2152	SPEECH PATHOLOGY SERVICES	\$1,224,993.80	\$103,695.89	\$498,124.93	40.66	\$726,868.87
2171	PHYSICAL THERAPY	\$317,693.91	\$29,207.99	\$168,408.47	53.01	\$149,285.44
2172	OCCUPATIONAL THERAPY	\$556,301.42	\$50,083.44	\$270,108.92	48.55	\$286,192.50
2213	PROFESSIONAL DEVELOPMENT/PRESERVICE&TCAP	\$2,500.00	\$0.00	\$0.00	0.00	\$2,500.00
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$148,674.03	\$9,707.78	\$70,632.85	47.51	\$78,041.18
2227	TECHNOLOGY SUPPORT	\$81,315.24	\$4,639.39	\$36,402.04	44.77	\$44,913.20
2319	BOARD OF EDUCATION SERVICES	\$113,863.75	\$801.37	\$79,131.14	69.50	\$34,732.61
2329	ADMINISTRATION	\$348,615.61	\$26,680.56	\$183,785.62	52.72	\$164,829.99
2529	ADMINISTRATION-FISCAL SERVICES	\$122,171.25	\$8,431.73	\$65,657.45	53.74	\$56,513.80
2542	OPERATION & MAINTENANCE BLDGS.	\$46,695.97	\$1,732.17	\$13,522.78	28.96	\$33,173.19
22	SPECIAL EDUCATION FUND	\$5,099,375.58	\$413,728.03	\$2,330,390.74	45.70	\$2,768,984.84
	Grand Total:	\$5,621,599.53	\$432,861.45	\$2,585,708.21	46.00	\$3,035,891.32

Activity Fund Balance Report - Summary - Exclude Encumbrances
01/2023 - 01/2023

Regular; Beginning Month 01/2023; Processing Month 01/2023; 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	47.10	0.00	0.00	4,952.90
71 453	SANFORD FLEX	8,369.73	1,831.36	1,941.63	0.00	8,480.00
	Fund Total: 71	<u>13,369.73</u>	<u>1,878.46</u>	<u>1,941.63</u>	<u>0.00</u>	<u>13,432.90</u>

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>
December 1, 2022	\$133,277.66	\$983,527.85	\$11,822.71
<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 & Disbursements</u>	<u>\$20,163.26</u>	<u>\$363,867.18</u>	<u>\$522.61</u>
Ending Cash Balance December 31, 2022	\$126,924.66	\$1,086,815.20	\$13,369.73

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.

Arend Schuurman, President

Tiffany Stormo, Business Manager

Northeast Educational Services Cooperative

FEBRUARY 2023 INVOICES

GENERAL FUND - 10

BERNIE'S BODY & GLASS SHOP	FLEET MAINT	230.00
BULLERT AUTO	FLEET MAINT	75.00
CENEX FLEETCARD	FLEET MAINT	6,070.66
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	11.13
DEUEL CO. CENEX	FLEET MAINT	82.99
DUST TEX SERVICE, INC.	FEB RUG RENTAL	5.40
ESTELLINE COMMUNITY OIL CO.	FLEET MAINT	54.15
FRANKMAN MOTOR COMPANY	FLEET MAINT	59.32
HAMLIN COUNTY FARMERS COOP	FLEET MAINT	1,078.17
HEALTH EQUITY	HSA/FLEX	5.51
NESC IMPREST	IMPREST	4.24
NESC PAYROLL	FEB 2023	6,757.68
OTTERTAIL POWER CO.	ELEC	62.63
PALMLUND AUTOMOTIVE	FLEET MAINT	483.17
PRAIRIE AG PARTNERS	FLEET MAINT	53.83
REINHILLER, LISA	ED SPEC/MTSS TRAVEL	88.00
RICHARDSON, MELANIE	BACKGROUND CHECK	5.69
ROB'S AUTO REPAIR	FLEET MAINT	654.70
S & S AUTO	FLEET MAINT	40.00
W.W. TIRE SERVICE	FLEET MAINT	1,482.84
WATERTOWN PUBLIC OPINION	MINUTES	24.13
WEBSTER AUTO CARE	FLEET MAINT	510.35
<u>GENERAL FUND TOTAL:</u>		<u>17,839.59</u>

SPECIAL EDUCATION FUND - 22

BOETTCHER, KRISTY	PTA REGIS	275.00
BOSSE, JENNIFER	JAN MI REIMB	91.56
CASTLEWOOD SCHOOL DISTRICT	JAN CB USE FEE	924.25
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	112.50
DUBRO, ANGEL	JAN MI REIMB	73.08
DUST TEX SERVICE, INC.	FEB RUG RENTAL	54.59
FREEMAN, MARISA	ASHA DUES	225.00
HAMLIN SCHOOL DISTRICT	JAN CB USE FEE	1,648.85
HEALTH EQUITY	HSA/FLEX	55.74
LAKE PRESTON SCHOOL DISTRICT	JAN CB USE FEE	369.70

PARENT	JAN MI REIMB	95.76
NESC IMPREST	IMPREST	42.86
NESC PAYROLL	FEB 2023	337,848.46
OTTERTAIL POWER CO.	ELEC	633.21
REINHILLER, LISA	ED SPEC/MTSS TRAVEL	74.00
RICHARDSON, MELANIE	BACKGROUND CHECK	57.56
SW/WC SERVICE COOPERATIVE	BEHAVIOR ANALYST CONTRACT	23,328.75
WATERTOWN PUBLIC OPINION	MINUTES	244.02
WEBSTER SCHOOL DISTRICT	JAN CB USE FEE	1,088.76
WIESE, RITA	JAN MI REIMB	27.72
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>367,271.37</u>
<u>FEBRUARY 2023 INVOICES TOTAL:</u>		<u>385,110.96</u>

Northeast Educational Services Cooperative

FEBRUARY 2023 BMO INVOICES

GENERAL FUND - 10

COUNTRY INN & SUITES - PIERRE	ADMIN TRAVEL	16.08
HAMLIN COUNTY PUBLISHING	EMPLOY AD	3.60
HOLIDAY INN EXPRESS YANKTON	MTSS TRAVEL	154.00
INNOVATIVE OFFICE SOLUTIONS	O&M SUPP	24.20
ITC TELECOM	JAN PHONE SERVICE	39.52
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	2.09
US POSTAL SERVICE	POSTAGE	0.71
VERIZON WIRELESS	DEC PHONE SERVICES	11.36
WATERTOWN PUBLIC OPINION	EMPLOY AD	32.71
<u>GENERAL FUND TOTAL:</u>		<u>284.27</u>

SPECIAL EDUCATION FUND - 22

AMAZON	CB SUPP	86.03
AMERICINN - HARTFORD	ED SPEC TRAVEL	150.00
ARROWWOOD RESORT & CONFERENCE CENTER	ED SPEC TRAVEL	77.00
BEST WESTERN PLUS LAKEVIEW-MADISON	ED SPEC TRAVEL	125.99
COUNTRY INN & SUITES - PIERRE	ADMIN TRAVEL	162.54
CPI	CB CPI SEATS	222.45
ENABLING DEVICES	CB SUPP	334.80
EVENTBRITE	M.G. REGIS	32.64
HAMLIN COUNTY PUBLISHING	EMPLOY AD	36.40
HAMPTON INN-MITCHELL	ED SPEC TRAVEL	235.00
HOLIDAY INN EXPRESS & SUITES	ED SPEC TRAVEL	99.50
HOLIDAY INN EXPRESS-WINNER	ED SPEC TRAVEL	150.00
INNOVATIVE OFFICE SOLUTIONS	O&M SUPP	244.71
ITC TELECOM	JAN PHONE SERVICE	399.63
MARSHALL CO. HEALTHCARE CENTER	PT/OT SERVICES	4,168.57
PEARSON EDUCATION	PSYCH SUPP	217.51
SANFORD WEBSTER MEDICAL CENTER	OT SERVICES	4,752.13
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	114.18
US POSTAL SERVICE	POSTAGE	7.14
VERIZON WIRELESS	DEC PHONE SERVICES	194.92
WATERTOWN PUBLIC OPINION	EMPLOY AD	330.77
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>12,141.91</u>

FEBRUARY 2023 BMO INVOICES TOTAL:12,426.18



A part of BMO Financial Group

INVOICE

February 05, 2023

Northeast Educational
310 5th Street
Hayti, SD 57241

ATTN:

Invoice Number: 0703531-2302

Invoice Amount: \$ 12,426.18

This invoice amount represents the total balances of all Corporate Card accounts for the billing period ending February 05, 2023.

Your payment is due **March 04, 2023**.

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.



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: 0703531-2302
Amount Paid: \$ 12,426.18
Payment Due Date: March 04, 2023

Transaction Search - Company

All amounts are tax inclusive and displayed in their billing currency

As an administrator you may make adjustments to these transactions

Accounting Period: 01/06/2023 to 02/05/2023

BMO, Statement Period 01/06/2023 to 02/05/2023

Mapped Cards

Billing Account 032312

Posting Date	Tran Date	Account	Supplier	Amount
01/26/2023	01/26/2023	XXXX-XXXX-XXXX-2312	Payment - Automatic Pymt Received	-18,420.54
			Debit Total USD	0.00
			Credit Total USD	-18,420.54
			Total USD	-18,420.54

POWELL ANDREA

Posting Date	Tran Date	Account	Supplier	Amount
02/03/2023	02/02/2023	XXXX-XXXX-XXXX-0787	Country Inn & Suites P	178.62 ?
			Debit Total USD	178.62
			Credit Total USD	0.00
			Total USD	178.62

Boyd Brenda

Posting Date	Tran Date	Account	Supplier	Amount
01/20/2023	01/18/2023	XXXX-XXXX-XXXX-9401	Hampton Inn	235.00 ? !
01/23/2023	01/20/2023	XXXX-XXXX-XXXX-9401	Americinn Of Hartford	150.00 ? !
01/26/2023	01/24/2023	XXXX-XXXX-XXXX-9401	Arrowwood Resort At Ce	77.00 ? !
01/30/2023	01/26/2023	XXXX-XXXX-XXXX-9401	Holiday Inn Express	150.00 ? !
			Debit Total USD	612.00
			Credit Total USD	0.00
			Total USD	612.00

Reinhiller Lisa

Posting Date	Tran Date	Account	Supplier	Amount
01/19/2023	01/17/2023	XXXX-XXXX-XXXX-1409	Mitchell Holiday Inn E	99.50 ? !
01/19/2023	01/18/2023	XXXX-XXXX-XXXX-1409	Best Western Hotels	125.99 ? !
02/03/2023	02/01/2023	XXXX-XXXX-XXXX-1409	Holiday Inn Express	154.00 ? !
			Debit Total USD	379.49
			Credit Total USD	0.00
			Total USD	379.49

Admin Nesc

Posting Date	Tran Date	Account	Supplier	Amount		
01/06/2023	01/05/2023	XXXX-XXXX-XXXX-7540	Innovative Office Solu	236.31	?	!
01/09/2023	01/06/2023	XXXX-XXXX-XXXX-7540	Usps Po 4637080684	7.85	?	!
01/09/2023	01/06/2023	XXXX-XXXX-XXXX-7540	Innovative Office Solu	32.60	?	!
01/20/2023	01/19/2023	XXXX-XXXX-XXXX-7540	Pp Hamlincount	40.00	?	!
01/20/2023	01/20/2023	XXXX-XXXX-XXXX-7540	Sdhldgs News-Adv	363.48	?	!
			Debit Total USD	680.24		
			Credit Total USD	0.00		
			Total USD	680.24		

Stormo Tiffany

Posting Date	Tran Date	Account	Supplier	Amount		
01/06/2023	01/05/2023	XXXX-XXXX-XXXX-0837	Crisis Prevention Inst	222.45	?	
01/06/2023	01/06/2023	XXXX-XXXX-XXXX-0837	Awl Pearson Education	217.51	?	
01/09/2023	01/06/2023	XXXX-XXXX-XXXX-0837	Enabling Devices	334.80	?	
01/10/2023	01/09/2023	XXXX-XXXX-XXXX-0837	In Time Management Sy	116.27	?	
01/10/2023	01/09/2023	XXXX-XXXX-XXXX-0837	Marshall County Health	4,168.57	?	
01/10/2023	01/10/2023	XXXX-XXXX-XXXX-0837	Vzwlss My Vz Vb P	206.28	?	
01/11/2023	01/09/2023	XXXX-XXXX-XXXX-0837	Interstate Telecommuni	439.15	?	
01/19/2023	01/18/2023	XXXX-XXXX-XXXX-0837	Eb Adv.App.In Mental	32.64	?	
01/30/2023	01/27/2023	XXXX-XXXX-XXXX-0837	Amzn Mktp US 6h1704rf3	26.55	?	
01/30/2023	01/27/2023	XXXX-XXXX-XXXX-0837	Sanford Credit Card Pm	4,752.13	?	
01/30/2023	01/29/2023	XXXX-XXXX-XXXX-0837	Amzn Mktp US L262a7063	59.48	?	
			Debit Total USD	10,575.83		
			Credit Total USD	0.00		
			Total USD	10,575.83		

Request for Proposal (RFP)

Drug and Alcohol Testing Services for Member School Districts of Northeast Educational Services Cooperative (NESC)

Northeast Educational Services Cooperative (NESC) member schools are seeking proposals for frequent (minimum of quarterly), random, and observed drug and alcohol testing services per Federal Motor Carrier Safety Administration (FMCSA) and U.S. Department of Transportation (DOT) requirements.

The NESC Board reserves the right to reject any proposals submitted for any reason. Cost is an important consideration, but is not the sole qualification for a successful proposal. Any proposal must meet all requirements required by law.

Proposal Deadlines

Proposal questions are due by: Monday, April 3, 2023 by 4 pm.

Proposals due by email (PDF format) by: Monday, April 10, 2023, by 4 pm.

A complete proposal, evidencing name and address of the proposer(s), as well as any questions on this Request for Proposal, should be submitted by email to Andrea Powell at andrea.powell@k12.sd.us.

Proposals received after the due date and time will be considered late and subject to disqualification. Completeness is the responsibility of the applicant.

Services to be provided:

1. All materials, lab costs, Drug and Alcohol testing must adhere to law, and follow the requirements under Federal Motor Carrier Safety Administration (FMCSA) and U.S. Department of Transportation (DOT) requirements.
2. Material Information System (MIS) reports must be generated based on testing information and summary reports provided to NESC for all members submitted through NESC.
3. Vendors are responsible for the participant pool random selection, scheduling, on-site collection or collaboration with collection sites, lab processing, MIS reporting, and summary report provided to NESC.
4. Vendor is responsible for ordering and maintaining necessary inventory and PPE supplies.
5. Vendor is responsible for entering of all tests results into MIS Data Collection within 24 hours of administering a test.
6. Vendor is responsible for timely communication with participants during testing and following up regarding any relevant statements, behaviors, or observations immediately prior to, during, and after testing.
7. Vendor must examine all test specimens for all unauthorized substances that are suspected to be used by drug court participants.
8. Vendor is responsible for following all evidence-based practices to reduce the risk of the participant providing an adulterated, tampered, or substitute specimen.

9. "When a participant denies substance use in response to a positive screening test, vendor agrees to send a portion of the same specimen to a SAMHSA approved laboratory for confirmation analysis using the instrument test GC/MS. When a participant admits to using the drug or alcohol identified by the screening procedure, they shall make that admission in writing on a court provided form. If there is no admission, confirmation of presumptive positive tests is mandatory. The vendor is responsible to provide confirmation test results with a goal of turnaround within 48 hours of sample collection."
10. Vendor is required to be trained on and follow generally accepted chain-of-custody procedures when handling test specimens. A chain-of-custody form shall be completed when a urine sample has been collected and is being transported from the testing site. This form ensures the identity and integrity of the sample through transport, testing, and reporting of results.
11. The vendor and approved lab used for confirmation testing must cooperate if the court determines that scientific, technical, or other specialized knowledge will assist the trier of fact to understand the evidence or to determine a fact in issue. A witness qualified as an expert by knowledge, skill, experience, training, or educational will testify in the form of an opinion or otherwise if (1) testimony is based on sufficient facts or data, (2) the testimony is the product of reliable principles and methods, and (3) the witness has applied the principles and methods reliably to the facts of the case.
12. Vendors are required to comply with 42 USC 290dd-2, the federal law that protect the confidentiality of the identity, diagnosis, prognosis, or treatment of any patient records that are maintained in connection with the performance of any federally assisted program or activity relating to substance abuse treatment, as well as 42 CFR, Part 2, the federal law regarding confidentiality of substance use disorder patient records.
13. Vendors are required to comply with the Health Insurance Portability and Accountability Act (HIPPA). HIPPA is a federal law that created national standards to protect sensitive patient health information from being disclosed without the patient's consent or knowledge.
14. Vendor must agree to accommodate all requested auditing activities at the request of NESCC to ensure that services are being performed as described in this RFP.

Terms of the Contract

The term of the agreement shall be from 7-1-2023 to 7-1-2024.

Compliance with Laws, Including Anti-discriminatory laws

The applicant shall certify that it will comply with all applicable federal, state, and local laws and regulations including those prohibiting discrimination in its employment practices.

No Conflict of Interest

The applicant must not have a personal or financial interest, direct or indirect, that would conflict in any manner or degree with the performance of the Contract.

Indemnification and Hold Harmless

Organizations or agencies submitting a proposal must be willing to sign a contract that will provide a full indemnification and hold Northeast Educational Services Cooperative and member schools harmless of any liability arising from or out of the provision of services by the applicant. The contract will include a full statement of responsibility for reimbursing the Organization for any costs or expenditures that are disallowed in an audit, or for any other claims which might be made against the Organization arising from the acts or omission of the Applicant.

Insurance

The Applicant shall carry insurance coverage in such amounts as necessary to cover all claims arising out of the Applicant's services and/or the Applicant's failure to provide such services under the terms of the contract.

Independent Contractor Status

The Applicant will act as an independent contractor in the performance of duties under the contract. Accordingly, the Applicant will be responsible for payment of all taxes including federal, state, and local taxes arising out of the Applicant's activities in accordance with an agreement, including by way of illustration but no limited to federal and state income taxes, and any other taxes or fees require by Applicant to execute the project. The Applicant will not subcontract out its obligations to NESC unless approved by NESC before such contracting. The Applicant will supply all of its own materials and equipment except as otherwise agreed upon.

2023 ESY Provider Rates

We pay ESY providers their current hourly wage (calculated on an 8-hour day) or our ESY minimum, whichever is greater.

	2021	2022	2023
Certified Staff	\$29.50 / hour	\$30.00 / hour	\$31.00 / hour
Non-Certified Staff	\$14.00 / hour	\$14.40 / hour	\$15.80 / hour

Certified Staff: Centerbase Teacher
Early Childhood Teacher
Speech-Language Pathologist

Non-Certified Staff: Paraprofessional

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE
BOARD OF DIRECTORS MEETING
Monday, February 20, 2023 - 7:00 P.M.**

1. Call to Order
2. Introduction of guests
3. Public comment
4. Agenda review, changes, and approval
5. Conflict of Interest
6. Approval of January 2023 financial report
7. Consent Agenda
 - a. Approval of January 16, 2023 meeting minutes

b. Approval of payment of February 2023 budget claims

c. Approval of resignations:

- i. Carrie Niles-SLP
- ii. Hanna Rowe-Medicaid, cars, Part B+C
- iii. Aleah Hymans—Castlewood CB Para

8. Discussion Items

a. Assistant Director Report

b. Director Report

i. RFP Draft for Drug and Alcohol Testing

c. ESY rates for 2023

d. Child Count-Finalized numbers will be shared in March (not due until Feb. 24th)

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. Action Items

a. Approval to offer Business Manager Contract

b. Approval to offer Director Contract

c. Approval to offer Assistant Director Contract

d. Approval to hire Rodney Freeman to represent NESC Board during negotiations.

e. Approval for ESY rates 2023

f. Approval of RFP Draft for D and A testing

11. Adjourn