

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, April 17, 2023

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, April 17, 2023 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 8:40 P.M.

Members present:

Jolene King, Arlington; Audrey Schuller, Britton-Hecla; Alisha Nielsen, Castlewood; Bob Steffen, Clark; Barb Asleson, De Smet; Carie Knutson, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Lisa Lauterhahn, Enemy Swim Day School; Chris Verhoek, Estelline; Tara Abraham, Hamlin; Paula Blue, Henry; Carrie Schiernbeck, Oldham/Ramona– left at 8:01 P.M.; Jessica Anderson, Rutland; Lisa Amdahl, Summit; Penny Thyen, Waverly/South Shore

Absent:

Jon Kahnke, Florence; Greg Bich, Iroquois; Megan Eichler, Lake Preston; Lana Sand, Rosholt; Jayme Trygstad, Sioux Valley; Art Berger Jr., Waubay; Martin Looyenga, Webster; Tia Felberg, Willow Lake; Natalie Remund, Wilmot

Others Attending:

NESC Staff Representatives: Jessica Fischer; Shelly Skogstad, Teresa Landmark
Member District Superintendents: Mitch Reed, Florence; 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.

Introduction of Guests

Mitch Reed, Todd Obele, Jessica Fischer, Shelly Skogstad, and Teresa Landmark were introduced as guests.

Public Comment

No public comments were presented.

Agenda Review, Changes, and Approval

Action #23-60 Motion by C. Knutson, second by C. Verhoek, to approve the agenda with the addition of 7g) Accept resignation of Shannon Lawrence. All present voted, motion carried.

Conflicts of Interest

No conflicts of interest were presented.

Financial Report

Action #23-61 Motion by J. King, second by A. Nielsen, to approve the financial report for the period ending March 31, 2023. All present voted, motion carried.

| | <u>General Fund</u> | <u>Special Education Fund</u> | <u>Agency Fund</u> |
|---|---------------------|-------------------------------|--------------------|
| March 1, 2023 | \$175,134.43 | \$1,097,493.31 | \$13,699.01 |
| <u>Receipts:</u> | | | |
| Local Sources | \$960.52 | \$202,225.77 | \$2,185.63 |
| State Sources | | \$75,186.99 | |
| Federal Sources | | \$160,775.00 | |
| Other | | | |
| <u>Total Monthly Receipts</u> | <u>\$960.52</u> | <u>\$438,187.76</u> | <u>\$2,185.63</u> |
| Total Gross Receipts | \$176,094.95 | \$1,535,681.07 | \$15,884.64 |
| Manual Journal Entries | | | |
| Less Salaries | \$6,519.32 | \$324,844.55 | |
| Less Disbursements | \$10,275.54 | \$38,074.84 | \$1,393.88 |
| <u>Total Salaries & Disbursements</u> | <u>\$16,794.86</u> | <u>\$362,919.39</u> | <u>\$1,393.88</u> |
| Ending Cash Balance | | | |
| March 31, 2023 | \$159,300.09 | \$1,172,761.68 | \$14,490.76 |

Consent Agenda

Action #23-62 Motion by P. Blue, second by M. Prins to approve the following items on the Consent Agenda: 7a) Approval of March 20, 2023 Board of Directors meeting minutes; 7b) Approval of payment of April 2023 budget claims; 7c) Approval of Contracts: JodyAnn Jongeling – School Psychologist – FY24 – 1FTE – 188 days - \$76,012.83, Ashley Bain – Paraprofessional - \$15.95/hour – Castlewood CB; 7d) Approval of Unit 1 2023-24 Negotiated Agreement; 7e) Approval of Unit 2 2023-24 Negotiated Agreement; 7f) Approval of Apex Seats – FY24 – 47 days- \$8,225.00; 7g) Approval of resignation – Shannon Lawrence – Castlewood CB Paraprofessional. All present voting in favor, motion carried.

April 2023 Accounts Payable

General Fund: AUTOMATIVE SERVICE CENTER FLEET MAINT 351.91; AUTOMAXX CDJR, INC. FLEET MAINT 45.09; BASS SANITATION INC. JAN - MARCH GARB 13.64; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 509.25; BND TOWING FLEET MAINT 653.00; BYTESPEED, LLC TECH EQ 588.60; CENEX FLEETCARD FLEET MAINT 6,071.97; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 10.72; DUST TEX SERVICE, INC. RUG RENTAL 5.40; DVL FIRE & SAFETY ANNUAL MAINT 15.52; ESTELLINE COMMUNITY OIL CO. FLEET MAINT 140.39; HAMLIN COUNTY FARMERS COOP FLEET MAINT 892.58; HEALTH EQUITY HSA/FLEX 5.51; JURGENS OIL FLEET MAINT 64.90; KDM EQUIPMENT FLEET MAINT 877.07; NESC PAYROLL APRIL 2023 6,572.48; NESC SPECIAL REVENUE PROJECTS FY23 3RD QTR EXP MI 2,191.37; OTTERTAIL POWER CO. ELEC 48.32; PAKKALA, MICHELLE BACKGROUND CHECK 4.79; PRAIRIE AG PARTNERS FLEET MAINT 54.95; REINHILLER, LISA MTSS TRAVEL 54.00; ROB'S AUTO REPAIR FLEET MAINT 1,877.50; W.W. TIRE SERVICE FLEET MAINT 740.90; WATERTOWN PUBLIC OPINION MINUTES 23.07; WEBSTER AUTO CARE FLEET MAINT 341.64

Fund Total: \$22,154.57

Special Education Fund: BASS SANITATION INC. JAN - MARCH GARB 137.86; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 32,724.95; BOSSE, JENNIFER MARCH MI REIMB 65.52; BOYD, BRENDA ED SPEC TRAVEL 48.00; BYTESPEED, LLC TECH EQ 5,951.40; CASTLEWOOD SCHOOL DISTRICT MARCH CB USE FEE 924.25; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 108.43; DUST TEX SERVICE, INC. RUG RENTAL 54.59; DVL FIRE & SAFETY ANNUAL MAINT 156.88; HAMLIN SCHOOL DISTRICT MARCH CB USE FEE 1,478.79; HEALTH EQUITY HSA/FLEX 55.74; LAKE PRESTON SCHOOL DISTRICT MARCH CB USE FEE 369.70; PARENT MARCH MI REIMB 90.72; NESC PAYROLL APRIL 2023 328,322.41; NESC SPECIAL REVENUE PROJECTS FY23 3RD QTR EXP MI 66,801.57; OTTERTAIL POWER CO. ELEC

488.55; PAKKALA, MICHELLE BACKGROUND CHECK 48.46; WATERTOWN PUBLIC OPINION MINUTES 233.29; WEBSTER SCHOOL DISTRICT MARCH CB USE FEE 1,077.66; WIESE, RITA MARCH MI REIMB 25.62

Fund Total: \$439,164.39

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Powell gave her monthly report.

FY24 Preliminary Budget

Business Manager Stormo reviewed the preliminary budget for FY24.

Executive Session

Action #23-63 Pursuant to Negotiations – SDCL 1-25-2(4) Preparing for contract negotiations or negotiating with employees or employee representatives. Motion by C. Verhoek, second by B. Steffen to enter executive session at 7:21 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 8:34 P.M.

Action Items

Approval of Final Center Base Tuition Rates for FY23.

Action #23-64 Motion by C. Knutson, second by C. Verhoek, to approve the presented final Center Base tuition rates for FY23. All present voting in favor, motion carried.

| | |
|------------------|-------------|
| Base Rate | \$ 5,741.71 |
| First Placement | \$ 6,918.76 |
| Second Placement | \$ 5,480.46 |
| Third Placement | \$ 4,521.60 |

Approval of Health, Dental, and Life Insurance Rates for FY24

Action #23-65 Motion by A. Nielsen, second by T. Abraham, to approve the presented insurance rates for FY24. All present voting in favor, motion carried.

Approval to set salary for Classified Personnel

Action #23-66 Motion by C. Verhoek, second by J. King, to approve setting salary for classified staff. All present voting in favor, motion carried.

Approval to Offer Contracts to Unit 1, Unit 2, Classified and ESY Personnel

Action #23-67 Motion by A. Nielsen, second by C. Knutson, to approve offer contracts to Unit 1, Unit 2, classified and ESY personnel. All present voting in favor, motion carried.

Approval of Director Salary and Benefits

Action #23-68 Motion by C. Verhoek, second by P. Blue to approve Director salary for 2023-24 contract year at \$130,000.00. All present voting in favor, motion carried.

Approval of Assistant Director Salary and Benefits

Action #23-69 Motion by P. Thyen, second by A. Nielson to approve Assistant Director salary for the 2023-24 contract year at \$87,520.88. All present voting in favor, motion carried.

Approval of Business Manager Salary and Benefits

Action #23-70 Motion by C. Knutson, second by B. Steffen to approve Business Manager salary for the 2023-24 contract year at \$70,000.00. All present voting in favor, motion carried.

Adjournment

Action #23-71 With there being no further business, motion by C. Verhoek, second by C. Knutson, 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, May 15, 2023 at 7:00 P.M.

Arend Schuurman, President

Tiffany Stormo, Business Manager