

**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

May 11, 2023

Dear NESC Board Members:

Our monthly board meeting will be held on Monday, May 15, 2023. It will begin at 7:00pm. 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/tJErcO2uqz4vG9KLTiL7mRKjGsrJjkjydQp#/registration>

Enclosed are several documents for your review prior to the meeting. See you Monday, May 15, 2023 at 7:00pm.

Sincerely yours,  
Andrea Powell

NESC Board of Directors Meeting

Proposed Agenda

Date: May 15, 2023

Time: 7:00p.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 April 2023 fiscal report
7. Consent agenda
  - a. Approval of April 17, 2023 meeting minutes
  - b. Approval of May 2023 budget claims
  - c. Approval of Director, Business Manager, and Assistant Director Contracts
  - d. Approval of Unit 1, Unit 2, ESY, Paraprofessional, and Custodial Contracts
  - e. Approval of resignations:
    - i. Elli Stevenson, 1 FTE, School Psychologist for '23-'24 school year
  - f. Approval of hires:
    - i. Alysha Johnson, ESY Contract, \$48.73
    - ii. Pam Bauer, ESY Contract, \$42.03
8. Discussion Items
  - a. Assistant Director Report
  - b. Director Report
    - i. Minert Associates- Drug and Alcohol Testing
  - c. FY24 preliminary budget
  - d. Discussion of Audit FY '22
9. Executive session: (if needed)
  - 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.
  - b. Negotiations- SDCL 1-25-2(4) Preparing for contract negotiations or negotiating with employees or employee representatives;
10. Action Items
  - a. Approval of Audit FY '22
  - b. Approval of Summer Hours
  - c. Approval of Minert Associates contract
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
<b>CASH BALANCE</b>				
April 1, 2023	\$159,300.09	\$1,172,761.68	\$14,490.76	\$1,346,552.53
Receipts:				
<b>Local Sources:</b>				
1312 Center Base Tuition		\$98,041.88		\$98,041.88
1332 Extended School Year Tuition				\$0.00
1510 Interest	\$35.47	\$238.08		\$273.55
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	\$1,018.46	\$120,537.69		\$121,556.15
1990 Reading Recovery				\$0.00
1990 Reading Recovery-Other LEAs				\$0.00
1990 Miscellaneous	\$117.18		\$1,941.63	\$2,058.81
1990 Northern Plains				\$0.00
1990 Special Projects-Indirect Cost				\$0.00
1990 Drug & Alcohol Pool				\$0.00
1990 Expensed Mileage	\$68,992.94			\$68,992.94
<b>State Sources:</b>				
3119 Grants-in-Aid: Ed. Specialist				\$0.00
3900 Part C Funds		\$2,494.21		\$2,494.21
3900 Part B Funds				\$0.00
3900 ESA 1				\$0.00
<b>Federal Sources:</b>				
4175 MTSS				\$0.00
4175 IDEA Part B 611		\$154,898.00		\$154,898.00
4175 IDEA Part B 611-Private				\$0.00
4186 IDEA Part B 619		\$4,991.00		\$4,991.00
<b>Other Receipts:</b>				
120 Accounts Receivable				\$0.00
140 Due from other Governments		\$1,296.04		\$1,296.04
Other Receipts				\$0.00
<b>Total Monthly Receipts</b>	<b>\$70,164.05</b>	<b>\$382,496.90</b>	<b>\$1,941.63</b>	<b>\$454,602.58</b>
Balance Frwd plus Revenue to date	\$229,464.14	\$1,555,258.58	\$16,432.39	\$1,801,155.11
Manual Journal Entry				\$0.00
Manual Journal Entry Revenue				\$0.00
<b>Less Salaries &amp; Disbursements</b>				
Salaries	\$6,572.48	\$328,322.41		\$334,894.89
Disbursements	\$15,582.09	\$110,841.98	\$1,597.33	\$128,021.40
<b>Less Total Salaries &amp; Disbursements</b>	<b>\$22,154.57</b>	<b>\$439,164.39</b>	<b>\$1,597.33</b>	<b>\$462,916.29</b>
<b>CASH BALANCE</b>				
April 30, 2023	<b>\$207,309.57</b>	<b>\$1,116,094.19</b>	<b>\$14,835.06</b>	<b>\$1,338,238.82</b>

**Balance Sheet**

Clearing Account XX-101-002	\$0.00	\$0.00	\$0.00	\$0.00
Checking Account XX-101	\$4.48	\$452,624.39	\$14,835.06	\$467,463.93
Money Market Savings XX-105	\$207,305.09	\$575,106.33	\$0.00	\$782,411.42
Certificates of Deposit XX-106	\$0.00	\$83,363.47	\$0.00	\$83,363.47
Imprest XX-108	\$0.00	\$5,000.00	\$0.00	\$5,000.00
<b>TOTALS</b>	<b>\$207,309.57</b>	<b>\$1,116,094.19</b>	<b>\$14,835.06</b>	<b>\$1,338,238.82</b>
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00

Regular; Processing Month 04/2023; 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	35.47	339.90	104.58	(14.90)
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	1,018.46	9,630.56	83.87	1,851.99
10 1990 012	READING RECOVERY ASSESSMENTS	3,627.84	0.00	3,627.84	100.00	0.00
10 1990 018	MISCELLANEOUS	0.00	117.18	365.78	0.00	(365.78)
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	68,992.94	192,363.58	70.14	81,876.42
Subtotal: LOCAL SOURCES		377,435.43	70,164.05	294,087.70	77.92	83,347.73
10 4175 022	REGULAR IDEA PART B - MTSS	69,788.52	0.00	18,008.30	25.80	51,780.22
Subtotal: FEDERAL SOURCES		69,788.52	0.00	18,008.30	25.80	51,780.22
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	70,164.05	326,810.86	73.08	120,413.09

Regular; Processing Month 04/2023; 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	98,041.88	687,893.16	81.56	155,546.78
22 1312 100	TUITION-ESY	105,000.00	0.00	87,478.25	83.31	17,521.75
22 1510	INTEREST	1,700.00	238.08	2,987.03	175.71	(1,287.03)
22 1990 003	SPED ASSESSMENTS	1,330,093.70	120,537.69	1,118,108.40	84.06	211,985.30
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)
22 1990 475	MOE - IDEA CARRYOVER	0.00	0.00	0.00	0.00	0.00
Subtotal: LOCAL SOURCES		2,312,238.55	218,817.65	1,933,799.97	83.63	378,438.58
22 3119 071	STATE GRANTS-IN-AID: ED.SPEC.	148,674.03	0.00	103,686.11	69.74	44,987.92
22 3900 013	STATE REVENUE: PART C FUNDS	40,000.00	2,494.21	32,954.22	82.39	7,045.78
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	2,494.21	145,396.11	75.27	47,777.92
22 4175 475	REGULAR IDEA PART B 611	2,028,740.00	154,898.00	1,254,670.00	61.84	774,070.00
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	4,991.00	35,544.00	62.04	21,752.00
Subtotal: FEDERAL SOURCES		2,093,963.00	159,889.00	1,290,214.00	61.62	803,749.00
Fund Total:		4,599,375.58	381,200.86	3,369,410.08	73.26	1,229,965.50

**Revenue Summary Report**

Processing Month: 04/2023

Regular; Processing Month 04/2023; 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	451,364.91	3,696,220.94	73.24	1,350,378.59

Account Number	Account Description	BUDGET	CURRENT MO.EXP.	EXP.TO DATE	% OF BUDGET	BALANCE AT EOM
<b>10</b>	<b>GENERAL FUND</b>					
1111	READING RECOVERY	\$3,627.84	\$0.00	\$0.00	0.00	\$3,627.84
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$144,548.56	\$3,690.73	\$33,132.47	22.92	\$111,416.09
2227	TECHNOLOGY SUPPORT	\$8,042.17	\$2,139.52	\$7,960.83	98.99	\$81.34
2319	BOARD OF EDUCATION SERVICES	\$14,261.25	\$60.01	\$10,024.52	70.29	\$4,236.73
2329	ADMINISTRATION	\$34,478.48	\$2,692.10	\$25,431.88	73.76	\$9,046.60
2529	ADMINISTRATION-FISCAL SERVICES	\$12,082.85	\$1,301.22	\$9,851.53	81.53	\$2,231.32
2542	OPERATION & MAINTENANCE BLDGS.	\$4,618.28	\$159.09	\$2,037.36	44.12	\$2,580.92
2545	VEHICLE SERVICE	\$287,564.52	\$12,111.90	\$219,127.41	76.20	\$68,437.11
2551	DRUG & ALCOHOL TESTING POOL	\$13,000.00	\$0.00	\$4,474.76	34.42	\$8,525.24
<b>10</b>	<b>GENERAL FUND</b>	<b>\$522,223.95</b>	<b>\$22,154.57</b>	<b>\$312,040.76</b>	<b>59.75</b>	<b>\$210,183.19</b>
<b>22</b>	<b>SPECIAL EDUCATION FUND</b>					
1221	EXTENDED SCHOOL YEAR	\$112,927.00	\$0.00	\$87,478.25	77.46	\$25,448.75
1223	CENTER BASE DAY PROGRAMS	\$843,439.94	\$77,436.48	\$579,740.42	68.74	\$263,699.52
1226	EARLY CHILDHOOD SERVICES	\$427,692.29	\$44,836.69	\$281,150.18	65.74	\$146,542.11
1227	PROLONGED ASSISTANCE PROGRAMS	\$0.00	\$0.00	\$5,684.28	0.00	(\$5,684.28)
2142	PSYCHOLOGICAL SERVICES	\$752,491.37	\$66,509.72	\$496,582.36	65.99	\$255,909.01
2152	SPEECH PATHOLOGY SERVICES	\$1,224,993.80	\$103,594.18	\$784,394.29	64.03	\$440,599.51
2171	PHYSICAL THERAPY	\$317,693.91	\$28,327.32	\$241,044.22	75.87	\$76,649.69
2172	OCCUPATIONAL THERAPY	\$556,301.42	\$58,069.58	\$399,244.98	71.77	\$157,056.44
2213	PROFESSIONAL DEVELOPMENT/PRESERVICE&TCAP	\$2,500.00	\$0.00	\$0.00	0.00	\$2,500.00
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$148,674.03	\$9,826.66	\$99,273.08	66.77	\$49,400.95
2227	TECHNOLOGY SUPPORT	\$81,315.24	\$13,718.64	\$58,630.48	72.10	\$22,684.76
2319	BOARD OF EDUCATION SERVICES	\$113,863.75	\$606.85	\$85,153.00	74.78	\$28,710.75
2329	ADMINISTRATION	\$348,615.61	\$27,222.29	\$257,164.11	73.77	\$91,451.50
2529	ADMINISTRATION-FISCAL SERVICES	\$122,171.25	\$7,389.79	\$89,208.98	73.02	\$32,962.27
2542	OPERATION & MAINTENANCE BLDGS.	\$46,695.97	\$1,608.41	\$19,620.88	42.02	\$27,075.09
<b>22</b>	<b>SPECIAL EDUCATION FUND</b>	<b>\$5,099,375.58</b>	<b>\$439,146.61</b>	<b>\$3,484,369.51</b>	<b>68.33</b>	<b>\$1,615,006.07</b>
<b>Grand Total:</b>		<b>\$5,621,599.53</b>	<b>\$461,301.18</b>	<b>\$3,796,410.27</b>	<b>67.53</b>	<b>\$1,825,189.26</b>

**Activity Fund Balance Report - Summary - Exclude Encumbrances**  
 04/2023 - 04/2023

Regular; Beginning Month 04/2023; Processing Month 04/2023; 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	0.00	0.00	0.00	5,000.00
71 453	SANFORD FLEX	9,490.76	1,597.33	1,941.63	0.00	9,835.06
Fund Total: 71		<u>14,490.76</u>	<u>1,597.33</u>	<u>1,941.63</u>	<u>0.00</u>	<u>14,835.06</u>



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>
<b>March 1, 2023</b>	<b>\$175,134.43</b>	<b>\$1,097,493.31</b>	<b>\$13,699.01</b>
<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 &amp; Disbursements</u>	<u>\$16,794.86</u>	<u>\$362,919.39</u>	<u>\$1,393.88</u>
<b>Ending Cash Balance</b>			
<b>March 31, 2023</b>	<b>\$159,300.09</b>	<b>\$1,172,761.68</b>	<b>\$14,490.76</b>

### 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

## Northeast Educational Services Cooperative

## MAY 2023 INVOICES

GENERAL FUND - 10

AUTOMAXX CDJR, INC.	FLEET MAINT	696.35
CENEX FLEETCARD	FLEET MAINT	5,919.68
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	11.92
DUST TEX SERVICE, INC.	APRIL RUG RENT	5.40
ESTELLINE COMMUNITY OIL CO.	FLEET MAINT	69.89
HAMLIN COUNTY FARMERS COOP	FLEET MAINT	944.50
HEALTH EQUITY	HSA/FLEX	5.69
MOES, GABRIELLE	BACKGROUND CHECK	5.69
NELSON, JULIE	REIMB GASOLINE	59.67
NESC PAYROLL	MAY 2023	6,714.37
OTTERTAIL POWER CO.	ELEC	33.13
ROB'S AUTO REPAIR	FLEET MAINT	3,158.98
SCOTTING HEATING & COOLING LLC	AC UNIT INSTALL/MAINT	319.59
STEFFENSEN, JULIE	BACKGROUND CHECK	4.79
STORMO, BEN	MARCH SNOW REMOVAL	21.60
W.W. TIRE SERVICE	FLEET MAINT	941.76
WATERTOWN PUBLIC OPINION	MINUTES	10.58
<b><u>GENERAL FUND TOTAL:</u></b>		<b><u>18,923.59</u></b>

SPECIAL EDUCATION FUND - 22

BOSSE, JENNIFER	APRIL MI REIMB	85.68
CASTLEWOOD SCHOOL DISTRICT	APRIL CB USE FEE	924.25
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	120.49
DUST TEX SERVICE, INC.	APRIL RUG RENT	54.59
HAMLIN SCHOOL DISTRICT	APRIL CB USE FEE	1,451.06
HEALTH EQUITY	HSA/FLEX	57.56
LAKE PRESTON SCHOOL DISTRICT	APRIL CB USE FEE	369.70
PARENT	APRIL MI REIMB	80.64
NESC PAYROLL	MAY 2023	335,754.96
MITCHELL TECHNICAL INSTITUTE	SLP REGIS	196.00
MOES, GABRIELLE	BACKGROUND CHECK	57.56
OTTERTAIL POWER CO.	ELEC	334.99
SCOTTING HEATING & COOLING LLC	AC UNIT INSTALL/MAINT	3,231.40
STEFFENSEN, JULIE	BACKGROUND CHECK	48.46
STORMO, BEN	MARCH SNOW REMOVAL	218.40

WATERTOWN PUBLIC OPINION	MINUTES	106.98
WEBSTER SCHOOL DISTRICT	APRIL CB USE FEE	1,086.91
WIESE, RITA	APRIL MI REIMB	15.12
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>344,194.75</u>
<u>MAY 2023 INVOICES TOTAL:</u>		<u>363,118.34</u>

Northeast Educational Services Cooperative

MAY 2023 BMO INVOICES

GENERAL FUND - 10

CLUBHOUSE HOTEL & SUITES PIERRE	T.S. ADMIN TRAVEL	31.27
HY-VEE FOOD STORE	BOA 5-3-23	2.15
INNOVATIVE OFFICE SOLUTIONS	O&M/ADMIN SUPP	59.62
ITC TELECOM	APRIL PHONE SERVICES	43.13
JEFF'S VACUUM CENTER	VACUUM REPAIR	3.01
KORMANAGEMENT SERVICES, LLC	DRUG TESTING Q3	1,994.77
NASP	EMPLOYMENT AD	30.06
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	2.14
US POSTAL SERVICE	POSTAGE	8.26
VERIZON WIRELESS	MARCH CELL SERVICE	11.50

GENERAL FUND TOTAL:

2,185.91

SPECIAL EDUCATION FUND - 22

AMAZON	EC SUPP	77.89
AMMERICINN	B.B ED SPEC TRAVEL	154.00
CLUBHOUSE HOTEL & SUITES PIERRE	T.S. ADMIN TRAVEL	316.17
CPI	CPI SEATS	1,112.25
DIFFERENT ROADS TO LEARNING	EC SUPP	1,299.95
HOLIDAY INN EXPRESS FT.PIERRE	L.R. ED SPEC TRAVEL	200.00
HY-VEE FOOD STORE	BOA 5-3-23	21.70
INNOVATIVE OFFICE SOLUTIONS	O&M/ADMIN SUPP	602.79
ITC TELECOM	APRIL PHONE SERVICES	436.08
JEFF'S VACUUM CENTER	VACUUM REPAIR	30.42
MARSHALL CO. HEALTHCARE CENTER	OT/PT SERVICES	6,935.46
NASP	EMPLOYMENT AD	303.94
PEARSON EDUCATION	PSYCH SUPP	4,612.51
PINK OATMEAL SHOP	PT SUPP	179.99
SANFORD WEBSTER MEDICAL CENTER	OT SERVICES	7,623.68
SPEECHCORNER	SLP SUPP	34.98
SUPER DUPER INC.	SLP SUPP	548.10
THERAPRO, INC.	SLP SUPP	20.45
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	116.50
US POSTAL SERVICE	POSTAGE	83.54
VERIZON WIRELESS	MARCH CELL SERVICE	196.25
WESTERN PSYCHOLOGICAL SERVICES	PSYCH SUPP	2,964.50

SPECIAL EDUCATION FUND TOTAL:

27,871.15

MAY 2023 BMO INVOICES TOTAL:

30,057.06



A part of BMO Financial Group

# INVOICE

May 05, 2023

Northeast Educational  
310 5th Street  
Hayti, SD 57241

ATTN:

**Invoice Number: 0703531-2305**

**Invoice Amount: \$ 30,057.06**

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

Your payment is due **June 01, 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: 0703531-2305  
Amount Paid: \$ 30,057.06  
Payment Due Date: June 01, 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

BMO, Statement Period 04/06/2023 to 05/05/2023

## Mapped Cards

### Billing Account 032312

Posting Date	Tran Date	Account	Supplier	Amount
04/26/2023	04/26/2023	XXXX-XXXX-XXXX-2312	Payment - Automatic Pymt Received	-33,234.20
			Debit Total USD	0.00
			Credit Total USD	-33,234.20
			Total USD	-33,234.20

### Boyd Brenda

Posting Date	Tran Date	Account	Supplier	Amount
04/13/2023	04/12/2023	XXXX-XXXX-XXXX-9401	Americinn By Wyndham F	154.00 ? !
04/14/2023	04/13/2023	XXXX-XXXX-XXXX-9401	Crisis Prevention Inst	1,112.25 ? !
			Debit Total USD	1,266.25
			Credit Total USD	0.00
			Total USD	1,266.25

### Reinhiller Lisa

Posting Date	Tran Date	Account	Supplier	Amount
04/14/2023	04/12/2023	XXXX-XXXX-XXXX-1409	Holiday Inn Exp Ft Pie	200.00 ? !
			Debit Total USD	200.00
			Credit Total USD	0.00
			Total USD	200.00

### Admin Nesc

Posting Date	Tran Date	Account	Supplier	Amount
04/18/2023	04/17/2023	XXXX-XXXX-XXXX-7540	Usps Po 4637080684	91.80 ? !
			Debit Total USD	91.80
			Credit Total USD	0.00
			Total USD	91.80

### Stormo Tiffany

Posting Date	Tran Date	Account	Supplier	Amount
04/10/2023	04/07/2023	XXXX-XXXX-XXXX-0837	Pink Oatmeal, Llc	179.99 ?
04/10/2023	04/07/2023	XXXX-XXXX-XXXX-0837	Interstate Telecommuni	479.21 ?
04/10/2023	04/07/2023	XXXX-XXXX-XXXX-0837	In Kormanagement Serv	1,994.77 ?

04/10/2023	04/08/2023	XXXX-XXXX-XXXX-0837	Vzwrlls My Vz Vb P	207.75	?
04/10/2023	04/10/2023	XXXX-XXXX-XXXX-0837	Amzn Mktp US Hs8fw7k02	77.89	?
04/12/2023	04/11/2023	XXXX-XXXX-XXXX-0837	Western Psychological	2,964.50	?
04/13/2023	04/12/2023	XXXX-XXXX-XXXX-0837	Sq Speech Corner	34.98	?
04/13/2023	04/12/2023	XXXX-XXXX-XXXX-0837	Super Duper Publicatio	548.10	?
04/14/2023	04/12/2023	XXXX-XXXX-XXXX-0837	Therapro	20.45	?
04/17/2023	04/14/2023	XXXX-XXXX-XXXX-0837	Awl Pearson Education	4,612.51	?
04/21/2023	04/20/2023	XXXX-XXXX-XXXX-0837	Ce Occupationaltherapy	103.46	?
04/24/2023	04/21/2023	XXXX-XXXX-XXXX-0837	In Diferent Roads To	1,299.95	?
04/25/2023	04/24/2023	XXXX-XXXX-XXXX-0837	Marshall County Health	6,935.46	?
04/25/2023	04/24/2023	XXXX-XXXX-XXXX-0837	Sanford Credit Card Pm	7,623.68	?
05/01/2023	04/27/2023	XXXX-XXXX-XXXX-0837	Clubhouse Hotel & Suit	347.44	?
05/01/2023	04/28/2023	XXXX-XXXX-XXXX-0837	In Time Management Sy	118.64	?
05/02/2023	05/01/2023	XXXX-XXXX-XXXX-0837	Jeffs Vacuum Center	33.43	?
05/02/2023	05/01/2023	XXXX-XXXX-XXXX-0837	Yourmembership, Inc.	334.00	?
05/02/2023	05/01/2023	XXXX-XXXX-XXXX-0837	Bts Innovativeofficesl	662.41	?
05/04/2023	05/03/2023	XXXX-XXXX-XXXX-0837	Hy-Vee Watertown 1871	23.85	?
05/05/2023	05/04/2023	XXXX-XXXX-XXXX-0837	Ce Occupationaltherapy	-103.46	?
				Debit Total USD	28,602.47
				Credit Total USD	-103.46
				Total USD	28,499.01

Northeast Educational Services Cooperative  
Advisory Board Meeting  
Wednesday, May 3, 2023

The Advisory Board for the Northeast Educational Services Cooperative (NESC) met Wednesday, May 3, 2023 via zoom and at Hy-vee in Watertown, South Dakota. The meeting was called to order by President L. Shuster at 10:01 A.M. and adjourned at 10:27 A.M.

Present: Brian Sampson, Arlington; Steve Benson, Britton-Hecla; Peter Books, Castlewood; Travis Ahrens, Clark; Abi Van Regenmorter, DeSmet; Kimberly Kludt, Deubrook; Chad Schiernbeck, Deuel; Brian Jandahl, Elkton – entered at 10:25 A.M.; Eric Bass, Estelline– entered at 10:04 A.M.; Mitch Reed, Florence– entered at 10:11 A.M.; Jim Hulscher, Hamlin– entered at 10:22 A.M.; Todd Obele, Henry; Dana Felderman, Lake Preston; Mike Fischer, Oldham/Ramona; Brian Brosnahan and Carly Chambers, Rutland; Laura Schuster, Sioux Valley; Jon Meyer, Waverly/South Shore; Chris Lee, Willow Lake; Larry Hulscher, Wilmot– entered at 10:04 A.M.

Absent: Nadine Eastman, Enemy Swim; Mike Ruth, Iroquois; Brian Nelson, Rosholt; Mike Schmidt, Summit; Scott Lepke, Waubay; James Block, Webster

Others Attending: Andrea Powell, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

ADVISORY BOARD AGENDA  
Call to Order

President L. Shuster called the meeting to order at 10:01 A.M.

Agenda

Motion by A. Regenmorter and second by P. Books to approve the agenda with the addition of 11. Approval of Drug and Alcohol Testing. All present voting in favor, motion carried.

Conflicts of Interest

No conflicts of interest were presented.

Financial Report

Business Manager Stormo reviewed the financial report for March 2023.

Motion by M. Fischer and second by B. Brosnahan to approve March 2023 financial report. All present voting in favor, motion carried.

Discussion of FY24 Preliminary Budget

Business Manager Stormo reviewed the preliminary budget for FY24.

School Psychologist and Academic Evaluators

Director Powell informed the board that a psych position had opened and they would be looking for someone to fill the spot.

Comprehensive Plan and GMS Documentation

Director Powell stated that comprehensive plans would be coming due. A zoom meeting to review the process to complete them will be held May 31, 2023 at 10:00 A.M.

Paper Purchase

Business Manager Stormo discussed with the board COOP paper purchasing. The board would like Stormo to move forward on collecting information.

Superintendent Rotation

The term for Representative Todd Obele from small schools was set to end in 2023.

Motion by P. Books and second by D. Felderman to approve nomination of Todd Obele to represent small schools. All present voting in favor, motion carried.

Mitch Reed from medium schools and Jim Block from large schools will continue their term.

Election of Chairperson for 23-24

Motion by P. Books and second by C. Lee to approve nomination of Laura Schuster as Chairperson. All present voting in favor, motion carried.

Motion by L. Schuster and second by T. Obele to approve nomination of Peter Books as Vice-President. All present voting in favor, motion carried.

School Calendars for 23-24

Director Powell asked school districts to send her their school calendars for 23-24.

Approval of Drug and Alcohol Testing

Director Powell reviewed information on Minert & Associates Inc. for Drug and Alcohol Testing.

Motion by D. Felderman and second by T. Ahrens to approve Minert & Associate, Inc. for Drug and Alcohol Testing. All present voting in favor, motion carried.

Open Conversation

No open discussion was held.

Adjournment

There being no further business, motion by M. Fischer, second by S. Benson to adjourn. All present voting in favor, motion carried.

Tiffany Stormo, Business Manager

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE**

Contracts to be Approved

May 15, 2023

**SCHOOL PSYCHOLOGISTS - Unit 1**

Melissa Gent  
JodyAnn Jongeling  
Maria Meyer  
Robin Schwandt  
Shelly Skogstad

**PSYCHOLOGICAL EXAMINERS - Unit 1**

Jessica Fischer  
Nikki Heggelund

**PHYSICAL THERAPISTS/ASSISTANTS - Unit 1**

Nancy Crump  
Kristina Suttin  
Kristy Boettcher

**OCCUPATIONAL THERAPISTS/ASSISTANTS - Unit 1**

Stephanie Hayunga  
Nicol Huyvaert  
Nicole Stulken  
Morgan Anderson  
Kelsey Kringen

**SPEECH LANGUAGE PATHOLOGISTS - Unit 2**

Christy Busskohl  
Jennifer Deutsch  
Angel Dubro  
Marisa Freeman  
Heather Hansen  
Alysha Johnson  
Cheryl Keller-Knudson  
Megan Liljegren  
Mallorie Mattern  
Nicole Nedved  
Marci Saathoff  
Rochelle Schmidt  
Mindy Schwinger  
Deb Tiefenthaler  
Rita Wiese  
Brandi Ziebart

**CENTER BASE INSTRUCTORS - Unit 2**

Lindsay Edwards  
Chris Lather  
Sara Lorensberg  
Cody Swenson

**EARLY CHILDHOOD INSTRUCTORS - Unit 2**

Deb Jensen  
Karlette Juhnke  
Teresa Landmark  
Wendi Lindner  
Julie Nelson

**ACADEMIC EVALUATOR - Unit 2**

Christina Flora  
Jody Gary

**TECHNOLOGY/ED SPEC - Unit 2**

Brenda Boyd

**ED SPEC**

Lisa Reinhiller

**OFFICE STAFF**

Tammy Anderson

Michelle Pakkala

**CUSTODIAN**

Geraldine Binde

**CENTER BASE PARA EDUCATORS**

Ashley Bain

Shelby Guerdet

Baily Mack

Michelle Meier

Megen Menzel

Gabrielle Moes

Leslie Olson

Shari Peckenpaugh

Sarah Sichmeller

Jeff Sikkink

**ESY**

Ashley Bain

Pam Bauer

Christy Busskohl

Jennifer Deutsch

Angel Dubro

Marisa Freeman

Robin Gigov

Heather Hansen

Gunner Haug

Deb Jensen

Julie Jones

Alysha Johnson

Karlette Juhnke

Cheryl Keller-Knudson

Sheri Kogel

Teresa Landmark

Chris Lather

Wendi Lindner

Sara Lorensberg

Baily Mack

Emily Martian

Gabrielle Moes

Nicole Nedved

Julie Nelson

Kim Olson

Leslie Olson

Natasha Opp

Marci Saathoff

Rochelle Schmidt

Angie Scotting

Kelly Short

Sarah Sichmeller

Cody Swenson

Deb Tiefenthaler

Lindsey West

Rita Wiese

**NESC Summer Hours:**

Starting June 1, 2023- Aug. 4, 2023

Monday – Thursday 7:30-3:30

Friday 7:30-noon (work from home)

Starting Aug. 7, 2023

7:30-4:00

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE  
BOARD OF DIRECTORS MEETING  
Monday, May 15, 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 April 2023 fiscal report
7. Consent Agenda
  - a. Approval of April 17, 2023 meeting minutes  

---
  - b. Approval of payment of May 2023 budget claims  

---
  - c. Approval of Director, Business Manager, and Assistant Director Contracts  

---
  - d. Approval of Unit 1, Unit 2, ESY, Paraprofessional, and Custodial Contracts  

---
  - e. Approval of resignations:
    - i. Elli Stevenson, 1 FTE, School Psychologist for '23-'24 school year
  - f. Approval of hires:
    - i. Alysha Johnson, ESY contract \$48.73
    - ii. Pam Bauer ESY contract \$42.03
8. Discussion Items
  - a. Assistant Director Report  

---
  - b. Director Report
    - i. Minert Associates-Drug and Alcohol Testing
  - c. FY24 preliminary budget  

---
  - d. Discussion of Audit FY '22  

---
9. Executive Session (if needed)
  - 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
  - b. Negotiations—SDCL 1-25-2(4) Preparing for contract negotiations or negotiating with employees or employee representatives



10. Action Items

a. Approval of Audit FY '22

---

b. Approval of Summer Hours

---

c. Approval of Minert Associates contract

11. Adjourn