

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, May 15, 2023

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, May 15, 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 8:41 P.M.

Members present:

Jolene King, Arlington; Alisha Nielsen, Castlewood; Malory McIntire, Clark; Evan Buckmiller, De Smet; Laura Crooks, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Chris Verhoek, Estelline; Jon Kahnke, Florence; Tara Abraham, Hamlin; Paula Blue, Henry; Megan Eichler, Lake Preston; Carrie Schiernbeck, Oldham/Ramona; Lana Sand, Rosholt– entered at 7:17 P.M.; Jessica Anderson, Rutland; Lisa Amdahl, Summit; Penny Thyen, Waverly/South Shore; Tia Felberg, Willow Lake

Absent:

Audrey Schuller, Britton-Hecla; Lisa Lauterhahn, Enemy Swim Day School; Greg Bich, Iroquois; Jayme Trygstad, Sioux Valley; Art Berger Jr., Waubay; Martin Looyenga, Webster; Natalie Remund, Wilmot

Others Attending:

NESC Staff Representatives: Shelly Skogstad, Stephanie Hayunga – entered at 7:16 P.M.

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.

Introduction of Guests

Todd Obele and Shelly Skogstad were introduced as guests.

Public Comment

No public comments were presented.

Agenda Review, Changes, and Approval

Action #23-72 Motion by C. Verhoek, second by M. McIntire, to approve the agenda as presented. All present voted, motion carried.

Conflicts of Interest

No conflicts of interest were presented.

Financial Report

Action #23-73 Motion by J. Kahnke, second by A. Nielsen, to approve the financial report for the period ending April 30, 2023. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
April 1, 2023	\$159,300.09	\$1,172,761.68	\$14,490.76
<u>Receipts:</u>			
Local Sources	\$70,164.05	\$218,817.65	\$1,941.63
State Sources		\$2,494.21	
Federal Sources		\$159,889.00	
Other		\$1,296.04	
<u>Total Monthly Receipts</u>	<u>\$70,164.05</u>	<u>\$382,496.90</u>	<u>\$1,941.63</u>
Total Gross Receipts	\$229,464.14	\$1,555,258.58	\$16,432.39
Manual Journal Entries			
Less Salaries	\$6,572.48	\$328,322.41	
Less Disbursements	\$15,582.09	\$110,841.98	\$1,597.33
<u>Total Salaries & Disbursements</u>	<u>\$22,154.57</u>	<u>\$439,164.39</u>	<u>\$1,597.33</u>
Ending Cash Balance			
April 30, 2023	\$207,309.57	\$1,116,094.19	\$14,835.06

Consent Agenda

Action #23-74 Motion by J. King, second by L. Crooks to approve the following items on the Consent Agenda: 7a) Approval of April 17, 2023 Board of Directors meeting minutes; 7b) Approval of payment of May 2023 budget claims; 7c) Approval of Director, Business Manager, and Assistant Director contracts; 7d) Approval of Unit 1, Unit 2, ESY, Paraprofessional and Custodial Contracts; 7e) Approval of resignation – Elli Stevenson –Psychologist – 1FTE; 7f) Approval of Contracts: Alysha Johnson – ESY - \$48.73/hr; Pam Bauer – ESY - \$42.03/hr. All present voting in favor, motion carried.

May 2023 Accounts Payable

General Fund: AUTOMAXX CDJR, INC. FLEET MAINT 696.35; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 2,185.91; 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

Fund Total: \$21,109.50

Special Education Fund: BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 27,871.15; 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

Fund Total: \$372,065.90

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.

FY22 Audit Report

Business Manager Stormo reviewed FY22 audit report.

Executive Session

Action #23-75 Pursuant to – Personal SDCL 1-25-2(1) Discussing the qualifications, competence, performance, character or fitness of any public officer or employee or prospective public officer or employee. Motion by M. McIntire, second by A. Nielsen to enter executive session at 7:17 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 8:38 P.M.

Action Items

Approval of FY22 Audit Report

Action #23-76 Motion by C. Verhoek, second by A. Nielsen, to approve FY22 Audit Report. All present voting in favor, motion carried.

Approval of Summer Hours

Action #23-77 Motion by T. Abraham, second by J. King, to approve the proposed summer office hours. All present voting in favor, motion carried.

Approval of Minert Associates Contract

Action #23-78 Motion by A. Nielsen, second by M. McIntire, to approve Minert Associates Contract for drug and alcohol testing starting FY24. All present voting in favor, motion carried.

Adjournment

Action #23-79 With there being no further business, motion by C. Verhoek, second by E. Buckmiller, 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, June 19, 2023 at 7:00 P.M.

Arend Schuurman, President

Tiffany Stormo, Business Manager