

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, June 19, 2023

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, June 19, 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 9:09 P.M.

**Members present:**

Jolene King, Arlington; Audrey Schuller, Britton-Hecla– left at 8:17 P.M.; Alisha Nielsen, Castlewood; Malory McIntire, Clark; Barb Asleson, De Smet – left at 7:54 P.M.; Laura Crooks, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Chris Verhoek, Estelline; Jon Kahnke, Florence- entered at 7:04 P.M. – left at 8:18 P.M.; Paula Blue, Henry; Lana Sand, Rosholt; Jessica Anderson, Rutland; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster – entered at 7:10 P.M.; Tia Felberg, Willow Lake; Natalie Remund, Wilmot

**Absent:**

Lisa Lauterhahn, Enemy Swim Day School; Tara Abraham, Hamlin; Greg Bich, Iroquois; Megan Eichler, Lake Preston; Carrie Schiernbeck, Oldham/Ramona; Jayme Trygstad, Sioux Valley; Lisa Amdahl, Summit; Art Berger Jr., Waubay;

**Others Attending:**

NESC Staff Representatives: Shelly Skogstad, Teresa Landmark, Jessica Fischer– entered at 7:04 P.M.; Stephanie Hayunga – entered at 7:05 P.M.

Member District Superintendents: Mitch Reed, Florence; Todd Obele, Henry; Dr. Jim Block, Webster – left at 7:37 P.M.

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, Mitch Reed, Dr. Jim Block, Teresa Landmark and Shelly Skogstad were introduced as guests.

**Public Comment**

President Schuurman would like to extend get-well wishes to NESC employee, Jessica Fischer, Psych Examiner.

**Agenda Review, Changes, and Approval**

*Action #23-80* Motion by C. Verhoek, second by A. Nielsen, to approve the agenda as presented. All present voted, motion carried.

**Conflicts of Interest**

No conflicts of interest were presented.

**Financial Report**

*Action #23-81* Motion by J. King, second by L. Sand, to approve the financial report for the period ending May 31, 2023. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
<b>May 1, 2023</b>	<b>\$207,309.57</b>	<b>\$1,116,094.19</b>	<b>\$14,835.06</b>
<u>Receipts:</u>			
Local Sources	\$942.93	\$165,190.63	\$1,941.63
State Sources		\$3,218.32	
Federal Sources	\$20,482.52	\$223,693.00	
Other	\$12,103.91	\$80,669.06	
<u>Total Monthly Receipts</u>	<u>\$33,529.36</u>	<u>\$472,771.01</u>	<u>\$1,941.63</u>
Total Gross Receipts	\$240,838.93	\$1,588,865.20	\$16,776.69
Manual Journal Entries	-\$50,000.00	\$50,000.00	
Less Salaries	\$6,714.37	\$335,754.96	
Less Disbursements	\$14,395.13	\$36,310.94	\$1,685.57
<u>Total Salaries &amp; Disbursements</u>	<u>\$21,109.50</u>	<u>\$372,065.90</u>	<u>\$1,685.57</u>
<b>Ending Cash Balance</b>			
<b>May 31, 2023</b>	<b>\$169,729.43</b>	<b>\$1,266,799.30</b>	<b>\$15,091.12</b>

**Consent Agenda**

*Action #23-82* Motion by P. Blue, second by L. Crooks to approve the following items on the Consent Agenda: 7a) Approval of May 15, 2023 Board of Directors meeting minutes; 7b) Approval of payment of June 2023 budget claims; 7c) Approval of Contract Amendments – Jessica Fischer – MA+15 - \$59,639.30; Nikki Heggelund – MA+15 - \$59,639.30; Chris Lather – BA+30 - \$58,809.16; Lisa Reinhiller –136.8 days – ED SPEC - .65 FTE - \$50,007.05. All present voting in favor, motion carried.

**June 2023 Accounts Payable**

**General Fund:** AUTOMATIVE SERVICE CENTER FLEET MAINT 36.45; BAIN, ASHLEY BACKGROUND CHECK 5.69; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 2,877.86; CENEX FLEETCARD FLEET MAINT 5,508.53; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 13.66; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON SCHOOL MATTERS 184.80; DUST TEX SERVICE, INC. MAY/JUNE RUG RENT 10.80; ECOLAB PEST CONTROL 6.75; ESTELLINE COMMUNITY OIL CO. FLEET MAINT 29.46; FISCHER, JESSICA ADVANCE STUDY 45.00; HAHLER AUTOMOTIVE FLEET MAINT 313.74; HAMLIN COUNTY FARMERS COOP FLEET MAINT 809.20; HEALTH EQUITY HSA/FLEX 5.69; HOLIDAY INN MTSS TRAVEL 194.92; JURGENS OIL FLEET MAINT 94.88; LATHER, CHRISTOPHER ADVANCE STUDY 117.68; NESC PAYROLL JUNE 2023 6,437.41; OTTERTAIL POWER CO. ELEC 16.71; REINHILLER, LISA MI REIMB 27.30; ROB'S AUTO REPAIR FLEET MAINT 3,161.56; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 2.13; W.W. TIRE SERVICE FLEET MAINT 70.42; WATERTOWN PUBLIC OPINION MINUTES 10.35; WEBSTER AUTO CARE FLEET MAINT 914.79

**Fund Total: \$20,895.78**

**Special Education Fund:** BAIN, ASHLEY BACKGROUND CHECK 57.56; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 18,436.17; BOSSE, JENNIFER MAY MI REIMB 310.68; BRAMBLE PARK ZOO REGIS FEE 72.50; CASTLEWOOD SCHOOL DISTRICT MAY CB USE FEE 7,672.86; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 138.16; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON SCHOOL MATTERS 1,868.56; DUST TEX SERVICE, INC. MAY/JUNE RUG RENT 109.18; ECOLAB PEST CONTROL 68.25; ESTELLINE SCHOOL DISTRICT SPED ASSESS REIMB 15,500.00; FISCHER, JESSICA ADVANCE STUDY 455.00; HAMLIN SCHOOL DISTRICT MAY CB USE FEE 1,451.06; HEALTH EQUITY HSA/FLEX 57.56; LAKE PRESTON SCHOOL DISTRICT MAY CB USE FEE 369.70; LATHER, CHRISTOPHER ADVANCE STUDY 1,189.82; MARSHALL CO. HEALTHCARE CENTER PT/OT SERVICES 5,284.58; PARENT MAY MI REIMB 100.80; NEDVED, NICOLE ASHA DUES 286.00; NESC PAYROLL JUNE 2023 328,049.09; OTTERTAIL POWER CO. ELEC 169.00; REINHILLER, LISA ED SPEC TRAVEL 88.00; SANFORD WEBSTER MEDICAL CENTER OT SERVICES 7,500.93; SW/WC SERVICE COOPERATIVE BEHAVIOR ANALYST CONTRACT 23,328.73; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 116.14; WATERTOWN PUBLIC OPINION MINUTES 104.69; WEBSTER SCHOOL DISTRICT MAY CB USE FEE 1,086.91; WIESE, RITA MAY MI REIMB 40.32

**Fund Total: \$413,912.25**

### **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.

#### **Inventory Update**

Assistant Director Frewing reviewed the inventory list to declare surplus.

#### **Paper Bid**

Business Manager Stormo reviewed the paper bids.

### **Executive Session**

*Action #23-83* 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 C. Verhoek, second by A. Nielsen to enter executive session at 7:36 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 9:04 P.M.

### **Action Items**

#### **Paper Bid**

*Action #23-84* Motion by A. Nielsen, second by M. Prins to approve the paper bid from Cole Paper at \$36.45/case. All present voted in favor, motion carried.

#### **Surplus Inventory**

*Action #23-85* Motion by P. Blue, second by C. Verhoek to declare indicated inventory items as having zero value or being old, outdated or broken. All present voted in favor, motion carried.

#### **Budget Hearing**

*Action #23-86* Motion by A. Nielsen, second by J. King to publish FY24 preliminary budget and set budget hearing for Monday, July 17, 2023. All present voted in favor, motion carried.

#### **Psychology Department Stipend**

*Action #23-87* Motion by C. Verhoek, second by L. Crooks to approve paying each School Psychologist or Psych Examiner a \$400.00 stipend for each completed evaluation of 81 and above. All present voted in favor, motion carried.

### **Adjournment**

*Action #23-88* With there being no further business, motion by C. Verhoek, second by M. Prins, 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, July 17, 2023 at 7:00 P.M.

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**Arend Schuurman, President**

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**Tiffany Stormo, Business Manager**