

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

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, July 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 7:53 P.M.

Members present:

Megann Murphy, Arlington; Audrey Schuller, Britton-Hecla; Alisha Nielsen, Castlewood; Malory McIntire, Clark; Barb Asleson, De Smet; Laura Crooks, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Lisa Lauterhahn, Enemy Swim Day School; Chris Verhoek, Estelline; Jon Kahnke, Florence; Tara Abraham, Hamlin; Carrie Schiernbeck, Oldham/Ramona/Rutland; Lana Sand, Rosholt; Jayme Trygstad, Sioux Valley – entered at 7:05 P.M.; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Tia Felberg, Willow Lake

Absent:

Paula Blue, Henry; Greg Bich, Iroquois; Michelle Kooima, Lake Preston; Lisa Amdahl, Summit; Art Berger Jr., Waubay; Natalie Remund, Wilmot

Others Attending:

NESC Staff Representatives: Kristina Suttan, Jessica Fischer, Christy Busskohl, Teresa Landmark, Stephanie Hayunga and Marisa Freeman – entered at 7:03 P.M.

Member District Superintendents: Mitch Reed, Florence – entered at 7:27 P.M.; Todd Obele, Henry – left at 7:31 P.M.; Dr. Jim Block, Webster – entered at 7:02 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.

Agenda Review, Changes, and Approval

Action #23-89 Motion by C. Verhoek, second by M. McIntire, to approve the agenda with the following changes: change date to July 17, 2023 and remove 6o) Approval of Rick Picasso contracted for school psych. All present voted, motion carried.

Introduction of Guests

Todd Obele, Kristina Suttan, Jessica Fischer, Christy Busskohl, Stephanie Hayunga and Teresa Landmark were introduced as guests.

Public Comment

No public comments were presented.

Conflicts of Interest

No conflicts of interest were presented.

Financial Report

Action #23-90 Motion by M. McIntire, second by A. Nielsen, to approve the financial report for the period ending June 30, 2023. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
June 1, 2023	\$169,729.43	\$1,266,799.30	\$15,091.12
<u>Receipts:</u>			
Local Sources	\$33,983.61	\$150,835.41	\$1,941.63
State Sources		\$3,579.80	
Federal Sources		\$153,341.00	
Other	\$4,599.00	\$6,480.21	
<u>Total Monthly Receipts</u>	<u>\$38,582.61</u>	<u>\$314,236.42</u>	<u>\$1,941.63</u>
Total Gross Receipts	\$208,312.04	\$1,581,035.72	\$17,032.75
Manual Journal Entries			
Less Salaries	\$6,437.41	\$328,049.09	
Less Disbursements	\$14,458.37	\$70,363.16	\$4,402.21
<u>Total Salaries & Disbursements</u>	<u>\$20,895.78</u>	<u>\$398,412.25</u>	<u>\$4,402.21</u>
Ending Cash Balance			
June 30, 2023	\$187,416.26	\$1,182,623.47	\$12,630.54

Consent Agenda

Action #23-91 Motion by L. Sand, second by A. Schuller to approve the following items on the Consent Agenda: 7a) Approval of June 19, 2023 Board of Directors meeting minutes; 7b) Approval of payment of final 2023 budget claims. All present voted, motion carried.

EOFY2023 Accounts Payable

GENERAL FUND: AUTOMAXX CDJR, INC. FLEET MAINT 94.69; BASS SANITATION INC. APRIL - MAY GARB 13.64; CENEX FLEETCARD FLEET MAINT 1,517.88; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 10.60; ESTELLINE COMMUNITY OIL CO. FLEET MAINT 46.36; GELLING'S AUTO SERVICE FLEET MAINT 306.58; HAMLIN COUNTY FARMERS COOP FLEET MAINT 60.83; NASP EMPLOYMENT AD 30.06; NEBEL, JAMESON MAY-JUNE LAWN CARE 18.00; NESC SPECIAL REVENUE PROJECTS FY23 4TH QTR EXP MI 812.42; OTTERTAIL POWER CO. ELEC 16.18; PRAIRIE AG PARTNERS FLEET MAINT 54.95; REINHILLER, LISA MTSS TRAVEL 219.21; ROB'S AUTO REPAIR FLEET MAINT 1,089.68; STORMO, TIFFANY ADMIN TRAVEL 8.18; VERIZON WIRELESS JUNE CELL SERVICE 11.46; WATERTOWN PUBLIC OPINION MINUTES 18.22; WEBSTER AUTO CARE FLEET MAINT 190.86

FUND TOTAL: \$4,519.80

SPECIAL EDUCATION FUND: BASS SANITATION INC. APRIL - MAY GARB 137.86; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 107.20; HUYVAERT, NICOL REIMB SUPP 15.00; MARSHALL CO. HEALTHCARE CENTER PT/OT SERVICES 2,009.42; NASP EMPLOYMENT AD 303.94; NEBEL, JAMESON MAY-JUNE LAWN CARE 182.00; NESC SPECIAL REVENUE PROJECTS FY23 4TH QTR EXP MI 48,162.26; OTTERTAIL POWER CO. ELEC 163.61; SANFORD WEBSTER MEDICAL CENTER OT SERVICES 3,260.48; STORMO, TIFFANY ADMIN TRAVEL 82.66; VERIZON WIRELESS JUNE CELL SERVICE 195.88; WATERTOWN PUBLIC OPINION MINUTES 184.18

FUND TOTAL: \$54,804.49

Appoint Business Manager as President Pro-Tem

Action #23-92 Motion by C. Verhoek, second by M. Prins to nominate T. Stormo for President Pro-Tem. Motion by C. Verhoek, second by M. Prins, nominations cease, and unanimous ballot be cast for T. Stormo. All present voted, motion carried.

Adjourn meeting for Fiscal Year 2023

Action #23-93 With there being no further business to come before the Board of Directors for FY23, Motion by A. Nielsen, second by C. Verhoek to adjourn the final Board of Directors meeting for FY23 at 7:07 P.M. All present voted, motion carried.

NESC Board of Directors

Annual Reorganization Meeting

The annual reorganization meeting for FY24 was called to order by President Pro-Tem Stormo at 7:08 P.M.

Election of Officers for Fiscal Year 2024

Office of the President

Action #24-1 Motion by C. Verhoek, second by M. McIntire to nominate A. Schuurman for the office of President. Motion by A. Schuller, second by A. Nielsen, nominations cease, and unanimous ballot be cast for A. Schuurman. All present voted, motion carried.

Office of the Vice-President

Action #24-2 Motion by C. Verhoek, second by M. Prins to nominate P. Thyen for the office of Vice-President. Motion by T. Abraham, second by A. Nielsen, nominations cease, and unanimous ballot be cast for P. Thyen. All present voted, motion carried.

NESC 2023-2024 Budget Hearing

President Schuurman declared the budget hearing open at 7:10 P.M. Business Manager Stormo presented the budget, and President Schuurman declared the budget hearing closed at 7:15 P.M.

Adopt FY 2024 budget

Action #24-3 Motion by C. Verhoek, second by M. McIntire to adopt the FY24 budget as presented. All present voted, motion carried.

The changes to the preliminary published budget are as follows:

Appropriations:

Special Education Fund:

Psychological Services - \$1,011,571.84; IDEA Part B 611 Private - \$4,206.00

Means of Finance:

Special Education Fund:

Assessments - \$1,686,650.39; Fund Balance \$450,000.00; IDEA Part B 611 Private - \$4,206.00

Consent Agenda

Action #24-4 Motion by C. Verhoek, second by M. McIntire to approve the following items on the consent agenda: 6a) Approval of July 2023 claims; 6b) Designate Official Depository-Reliabank, Hayti, SD; 6c) Authorize official newspaper – Watertown Public Opinion; 6d) Designate Business Manager as official custodian of accounts; 6e) Adopt travel rates: i) In state-\$0.51 per mile, \$6 breakfast, \$14 noon lunch, \$20 dinner, actual cost for lodging; ii) Out of state --\$.51 per mile, \$10 breakfast, \$18 noon lunch, \$28 dinner; actual cost for lodging; 6f) Appoint Title IX and 504 Coordinator-Tim Frewing; 6g)

Appoint Director Powell and Business Manager Stormo as Federal Program Agents; 6h) Designate purchasing agents- Director Powell & Business Manager Stormo; 6i) Set Board of Director's pay for Special Committees-\$60 per meeting; \$0.51 per mile; 6j) Approval of contracts: Kayla Miller, academic evaluator - \$54,308.00 – 176 days; Chelsey Karst – Paraprofessional - \$20.90/hour. 6k) Approval of resignation effective end of FY24 – Rita Wiese – Speech Language Pathologist; 6l) Approval of 9 month payout – Rita Wiese; 6m) Approval of Ted Williams and Stephanie Sorenson contract for psych services; 6n) Approval of Jay Trehaille contract; 6p) Approval to use signature stamp for Business Manager Stormo and Board President Schuurman. All present voted, motion carried.

The board would like to thank Rita Wiese for your 37 years of service at NESC and wish you well going forward.

July 2023 Accounts Payable

General Fund: ASBSD FY24 DUES 69.75; CEC T.F. MEMBER 12.60; CPI T.F. MEMBER 18.00; DUST TEX SERVICE, INC. JULY RUG RENT 5.40; EMC INSURANCE FY24 INS COV 5,982.30; FIRST DAKOTA INDEMNITY COMPANY FY24 WORK COMP 728.37; HEALTH EQUITY HSA/FLEX 3.21; NESC PAYROLL JULY 2023 3,572.68; RELIABANK DEPOSIT BOX 1.35; SASD A.P, T.F.,T.S. MEMBER/SDSSA SUPT CONF REGIS 201.06; SOFTWARE UNLIMITED FY24 SOFTWARE FEE 513.00; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 1.88; TOWN OF HAYTI WATER 27.27

Fund Total: \$11,136.87

Special Education Fund: ASBSD FY24 DUES 705.25; CEC T.F. MEMBER 127.40; CPI T.F. MEMBER 382.00; DUST TEX SERVICE, INC. JULY RUG RENTAL 54.59; EMC INSURANCE FY24 INS COV 60,487.70; FIRST DAKOTA INDEMNITY COMPANY FY24 WORK COMP 7,364.63; GIGOV, ROBIN JUNE 23 ESY MI 17.14; HEALTH EQUITY HSA/FLEX 32.49; KOGEL, SHERI JUNE 23 ESY MI 201.60; MARTIAN, EMILY JUNE 23 ESY MI 282.24; PARENT JUNE 23 ESY MI 30.24; NESC PAYROLL JULY 2023 335,449.28; OLSON, KIMBERLY JUNE 23 ESY MI 173.88; RELIABANK DEPOSIT BOX 13.65; SASD A.P, T.F.,T.S. MEMBER/ SDSSA SUPT CONF REGIS 2,032.94; SOFTWARE UNLIMITED FY24 SOFTWARE FEE 5,187.00; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 102.82; TOWN OF HAYTI WATER 275.73; WIESE, RITA JUNE 23 ESY MI 44.94

Fund Total: \$412,965.52

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his report.

Director's Report

Director Powell gave her monthly report.

NESC Board of Directors – District representatives

Discussion was held on districts preferred method for receiving board information for FY24.

Edmentum Contract Amendment

Director Powell discussed the amended Edmentum Contract.

Bylaws and Policy Handbook Discussion

Assistant Director Frewing discussed changes to the Bylaws and Policy Handbook.

Executive Session

Action #24-5 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 7:35 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 7:47 P.M.

Action Items

Approval of Contract Amendment – Lisa Reinhiller

Action #24-6 Motion by C. Verhoek, second by L. Sand to approve Lisa Reinhiller contract amendment updating contract dates and years of experience. All present voted, motion carried.

Approval of Edmentum Contract Amendment

Action #24-7 Motion by M. McIntire, second by A. Nielsen to approve Edmentum contract amendment. All present voted, motion carried.

Approval to Designate Legal Counsel

Action #24-8 Motion by C. Verhoek, second by M. Prins to approve designating Rodney Freeman to primary and KSB School Law as secondary for legal counsel. All present voted, motion carried.

Approval of Bylaws and Policy Handbook

Action #24-9 Motion by M. McIntire, second by A. Nielsen to approve changes to Bylaws and Policy Handbook with addition of Cannabis Policy approved in December 2021 to be added. All present voted, motion carried.

Adjournment

Action #24-10 With there being no further business, motion by T. Abraham, second by T. Trygstad, 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, August 21, 2023 at 7:00 P.M.

Arend Schuurman, President

Tiffany Stormo, Business Manager

ADMINISTRATION: Andrea Powell 130,000.00; Tiffany Stormo 70,000.00; Tim Frewing 87,520.88; Tammy Anderson 19.73/hr; Michelle Pakkala 17.50/hr; CUSTODIAN: Geraldine Binde 19.50/hr; EDUCATIONAL SPECIALIST: Lisa Reinhiller 50,007.05; TECHNOLOGY COORDINATOR/EDUCATIONAL SPECIALIST: Brenda Boyd 71,432.07; SPEECH THERAPY: Christy Busskohl 76,045.76; Jennifer Deutsch 76,045.76; Angel Dubro 50,939.02; Marisa Freeman 63,546.44; Heather Hansen 65,223.61; Alysha Johnson 38,347.46; Cheryl Keller-Knudson 79,246.87; Megan Liljegren 63,546.44 ; Nicole Nedved 61,350.50; Marci Saathoff 58,214.61; Rochelle Schmidt 61,986.29; Mindy Schwinger 67,230.00; Debra Tiefenthaler 79,246.87; Rita Wiese 64,543.28; SPEECH THERAPIST ASSISTANTS: Mallory Mattern 38,134.80; Brandi Ziebart 39,868.20; CENTER BASE: Lindsay Edwards 53,041.32; Chris Lather 58,809.16; Sara Lorensberg 70,561.39; Cody Swenson 51,197.40; EARLY CHILDHOOD: Debra Jensen 64,823.34; Karlette Juhnke 65,698.88; Teresa Landmark 59,196.46; Wendi Lindner 64,823.34; Julie Nelson 64,499.44; SCHOOL PSYCHOLOGISTS: Melissa Gent 71,461.32; JodyAnn Jongeling 82,093.86; Maria Meyer 61,570.40; Robin Schwandt 77,664.18; Shelly Skogstad 75,286.01; PSYCHOLOGICAL EXAMINERS: Jessica Fischer 59,639.30; Nikki Heggelund 59,639.30; ACADEMIC EVALUATOR: Christina Flora 54,810.00; Jody Gary 34,992.00; PHYSICAL THERAPISTS: Nancy Crump 88,506.98; Kristina Suttan 76,334.45; PHYSICAL THERAPISTS ASSISTANT:

Kristy Boettcher 54,082.08; OCCUPATIONAL THERAPISTS: Stephanie Hayunga 65,485.70; Nicol Huyvaert 75,413.89; Nicole Stulken 61,624.75; OCCUPATIONAL THERAPISTS ASSISTANTS: Morgan Anderson 40,815.79; Kelsey Kringen 44,547.58; CENTER BASE PARA EDUCATORS: Shelby Guerdet 21.40/hr; Baily Mack 20.40/hr; Michelle Meier 19.75/hr; Megan Menzel 17.80/hr; Leslie Olson 18.10/hr; Shari Peckenpaugh 22.00/hr; Sarah Sichmeller 21.35/hr; Jeff Sikkink 17.80/hr; EXTENDED SCHOOL YEAR: Ashley Bain 15.95/hr; Pam Bauer 48.73/hr; Christy Busskohl 50.01/hr; Jennifer Deutsch 50.01/hr; Angel Dubro 38.95/hr; Marisa Freeman 41.79/hr; Robin Gigov 37.73/hr; Heather Hansen 42.89/hr; Gunner Haug 31.12/hr; Debra Jensen 42.63/hr; Alysha Johnson 42.03/hr; Julie Jones 15.80/hr; Karlette Juhnke 43.20/hr; Cheryl Keller-Knudson 52.11/hr; Sheri Kogel 15.80/hr; Teresa Landmark 38.93/hr; Chris Lather 38.02/hr; Wendi Lindner 42.63/hr; Sara Lorensberg 46.40/hr; Baily Mack 16.68/hr; Emily Martian 34.61/hr; Gabrielle Moes 15.90/hr; Nicole Nedved 33.08/hr; Julie Nelson 42.42/hr; Kim Olson 34.88/hr; Leslie Olson 15.90/hr; Natasha Opp 31.00/hr; Marci Saathoff 42.54/hr; Rochelle Schmidt 40.76/hr; Angie Scotting 33.67/hr; Kelly Short 33.84/hr; Sara Sichmeller 15.90/hr; Cody Swenson 33.67/hr; Debra Tiefenthaler 52.11/hr; Lindsey West 35.52/hr; Rita Wiese 42.44/hr