

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, August 21, 2023

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, August 21, 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 7:50 P.M.

Members present:

Megann Murphy, Arlington; Audrey Schuller, Britton-Hecla – entered at 7:16 P.M.; Malory McIntire, Clark; Barb Asleson, De Smet – entered at 7:02 P.M.; Laura Crooks, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Chris Verhoek, Estelline; Jon Kahnke, Florence; Audrey Rider, Henry; Michelle Kooima, Lake Preston; Carrie Schiernbeck, ORR – entered at 7:06 P.M.; Lana Sand, Rosholt; Art Berger Jr., Waubay; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Tia Felberg, Willow Lake; Natalie Remund, Wilmot – entered at 7:02 P.M.

Absent:

Alisha Nielsen, Castlewood; Lisa Lauterhahn, Enemy Swim Day School; Tara Abraham, Hamlin; Greg Bich, Iroquois; Jayme Trygstad, Sioux Valley; Lisa Amdahl, Summit

Others Attending:

NESC Staff Representatives: Teresa Landmark, Christy Busskohl, Stephanie Hayunga – entered at 7:02 P.M., Robin Schwandt – entered at 7:16 P.M.

Member District Superintendents: Todd Obele, Henry; Mitch Reed, Florence – entered at 7:06 P.M., Dr. Jim Block, Webster – entered at 7:06 P.M., Spencer Oland, Rosholt – entered at 7:06 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, Teresa Landmark and Christy Busskohl were introduced as guests.

Public Comment

No public comments were presented.

Agenda Review, Changes, and Approval

Action #24-11 Motion by M. McIntire, second by M. Prins, to approve the agenda with the following additions: 7e) Approval of contract - Jessica Wik; 10) Executive Session Pursuant to – Personal SDCL 1-25-2(1); 10a) Approval of Psych Stipend Language Clarification. All present voted, motion carried.

Conflicts of Interest

No conflicts of interest were presented.

Financial Report

Action #24-12 Motion by P. Thyen, second by M. McIntire, to approve the financial report for the period ending July 31, 2023. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
July 1, 2023	\$187,416.26	\$1,182,623.47	\$12,630.54
<u>Receipts:</u>			
Local Sources	\$140.20	\$133.83	\$706.62
State Sources		\$3,839.72	
Federal Sources			
Other	\$80,119.34	\$194,940.42	
<u>Total Monthly Receipts</u>	<u>\$80,259.54</u>	<u>\$198,913.97</u>	<u>\$706.62</u>
Total Gross Receipts	\$267,675.80	\$1,381,537.44	\$13,337.16
Manual Journal Entries			
Less Salaries	\$3,572.68	\$335,449.28	
Less Disbursements	\$9,181.54	\$135,223.18	\$6,531.30
<u>Total Salaries & Disbursements</u>	<u>\$12,754.22</u>	<u>\$470,672.46</u>	<u>\$6,531.30</u>
Ending Cash Balance			
July 31, 2023	\$254,921.58	\$910,864.98	\$6,805.86

Consent Agenda

Action #24-13 Motion by L. Sand, second by M. McIntire to approve the following items on the Consent Agenda: 7a) Approval of July 17, 2023 Board of Directors minutes; 7b) Approval of payment of August 2023 budget claims; 7c) Approval of Rick Picasso Contract; 7d) Approval of propane contract – Hamlin County Farmers Cooperative – 2,300 gallons - \$1.59/gallons = \$3,657; 7e) Approval of Contract – Jessica Wik, \$18.55/hr – Paraprofessional. All present voting in favor, motion carried.

August 2023 Accounts Payable

General Fund: ASBSD A.P, T.S. ASBSD-SASD CONV REGIS 36.90; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 231.28; CENEX FLEETCARD GASOLINE 1,341.09; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 16.05; COLE PAPERS INC. COOP PAPER 78,732.00; DAKOTA DATA SHRED PROF/SHRED DOC 7.92; DUST TEX SERVICE, INC. AUG RUG FEE 5.40; EDMONTUM, INC APEX SEATS 7,815.00; HAMLIN COUNTY FARMERS COOP GASONLINE 209.47; HAMLIN COUNTY PUBLISHING PAPER RENEWAL 4.68; HEALTH EQUITY HSA/FLEX 2.49; NESC IMPREST 70.20; NESC PAYROLL AUG 2023 3,503.48; OTTERTAIL POWER CO. ELEC 29.67; PALMLUND AUTOMOTIVE FLEET MAINT 837.87; PS PUBLISHING PARENT RIGHT HANDBOOKS 85.50; ROB'S AUTO REPAIR FLEET MAINT 1,784.87; SD DEPT. OF EDUCATION ZOOM LICENSE 1.80; SD FEDERAL PROPERTY AGENCY FY24 NEW VEHICLES 69,900.00; W.W. TIRE SERVICE FLEET MAINT 186.14; WATERTOWN FORD CHRYSLER FLEET MAINT 349.19; WATERTOWN PUBLIC OPINION MINUTES 16.81

Fund Total: \$165,167.81

Special Education Fund: ASBSD A.P, T.S. ASBSD-SASD CONV REGIS 373.10; BOSSE, JENNIFER JULY 2023 ESY MI 16.32; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 34,013.24; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 162.28; DAKOTA DATA SHRED PROF/SHRED DOC 80.06; DUST TEX SERVICE, INC. AUG RUG FEE 54.59; GIGOV, ROBIN JULY 2023 ESY MI 15.61; HAMLIN COUNTY PUBLISHING PAPER RENEWAL 47.32; HEALTH EQUITY HSA/FLEX 25.21; JONES, JULIE JULY/AUG 23 ESY MI 771.12; KOGEL, SHERI JULY 2023 ESY MI 163.20; MARTIAN, EMILY AUG 2023 ESY MI 61.71; NESC IMPREST 1,272.80; NESC PAYROLL AUG 2023 326,097.02; OPP, NATASHA JULY 23 ESY MI 185.64; OTTERTAIL POWER CO. ELEC 300.02; PS PUBLISHING PARENT RIGHT HANDBOOKS 864.50; SD DEPT. OF EDUCATION ZOOM LICENSE 48.20; SW/WC SERVICE COOPERATIVE BEHAVIOR ANALYST CONTRACT 23,246.75; WATERTOWN PUBLIC OPINION MINUTES 169.99; WEST, LINDSEY JULY/AUG 23 ESY MI 240.21; WIESE, RITA JULY 23 ESY MI 47.94

Fund Total: \$388,256.83

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his report.

Director's Report

Director Powell gave her monthly report.

Vehicle Purchase

Director Powell discussed vehicles purchased.

Chairperson appointment of Steering/Negotiations Committee Members for FY24

President Schuurman appointed the following to join himself and Vice-President P. Thyen on the steering committee for FY24 : M. McIntire, M. Prins, J. Kahnke, C. Verhoek, and L. Sand. One small school is yet to be determined.

CD Renewal

Business Manager Stormo reviewed options for the CD maturing in September 2023.

Action Items

Approval of FY23 Audit Engagement Letter

Action #24-14 Motion by M. McIntire, second by M. Prins to approve audit engagement letter for FY23 Audit. All present voting in favor, motion carried.

Approval of CD Renewal

Action #24-15 Motion by L. Sand, second by A. Berger Jr. to approve authorizing Business Manager and Director to shop around for best CD rates and purchase. All present voting in favor, motion carried.

Executive Session

Action #24-16 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 P. Thyen, second by M. Prins to enter executive session at 7:20 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 7:48 P.M.

Action Items After Executive Session

Approval of Psych Stipend Language Clarification

Action #24-17 Motion by M. McIntire, second by L. Sand to approve maintaining School Psychologists and Psych Examiners to receive the stipend for 81+ evaluations this year. They must complete new testing, interpreting and report writing for each evaluation. All present voting in favor, motion carried.

Adjournment

Action #24-18 With there being no further business, motion by M. McIntire, second by P. Thyen, 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, September 18, 2023 at 7:00 P.M.

Arend Schuurman, President

Tiffany Stormo, Business Manager