

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, October 16, 2023

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, October 16, 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 8:17 P.M.

Members present:

Megann Murphy, Arlington; Alisha Nielsen, Castlewood; Malory McIntire, Clark; Michelle Prins, Deuel; Arend Schuurman, Elkton; Lisa Lauterhahn, Enemy Swim Day School; Chris Verhoek, Estelline; Jon Kahnke, Florence; Tara Abraham, Hamlin; Audrey Rider, Henry; Michelle Kooima, Lake Preston; Carrie Schiernbeck, ORR; Lana Sand, Rosholt; Lisa Amdahl, Summit – entered at 7:02 P.M.; Art Berger Jr., Waubay – left at 7:32 P.M.; Penny Thyen, Waverly/South Shore; Tia Felberg, Willow Lake

Absent:

Audrey Schuller, Britton-Hecla; Barb Asleson, De Smet; Laura Crooks, Deubrook; Greg Bich, Iroquois; Jayme Trygstad, Sioux Valley; Martin Looyenga, Webster; Natalie Remund, Wilmot

Others Attending:

NESC Staff Representatives: Stephanie Hayunga – entered at 7:07 P.M., Shelly Skogstad – entered at 7:11 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 was introduced as a guest.

Agenda Review, Changes, and Approval

Action #24-25 Motion by A. Nielsen, second by C. Verhoek, to approve the agenda with the change of next meeting date to November 20, 2023. All present voted, motion carried.

Public Comment

No public comments were presented.

Conflict of Interest

No conflicts of interest were presented.

Financial Report

Action #24-26 Motion by C. Verhoek, second by M. McIntire, to approve the financial report for the period ending September 30, 2023. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
September 1, 2023			
	\$90,826.82	\$803,782.59	\$7,061.15
<u>Receipts:</u>			
Local Sources	\$601.44	\$140,719.82	\$932.04
State Sources		\$5,011.04	
Federal Sources			
Other	\$78,732.00	\$283,452.00	
<u>Total Monthly Receipts</u>	<u>\$79,333.44</u>	<u>\$429,182.86</u>	<u>\$932.04</u>
Total Gross Receipts	\$170,160.26	\$1,232,965.45	\$7,993.19
Manual Journal Entries			
Less Salaries	\$3,459.85	\$356,763.71	
Less Disbursements	\$13,772.34	\$29,429.14	\$265.61
<u>Total Salaries & Disbursements</u>	<u>\$17,232.19</u>	<u>\$386,192.85</u>	<u>\$265.61</u>
Ending Cash Balance			
September 30, 2023	\$152,928.07	\$846,772.60	\$7,727.58

Consent Agenda

Action #24-27 Motion by L. Sand, second by A. Nielsen to approve the following items on the Consent Agenda: 7a) Approval of September 18, 2023 Board of Directors minutes; 7b) Approval of payment of October 2023 budget claims; 7c) Approval of Contract – Alisha Halverson – Paraprofessional - \$20.95/hr. All present voting in favor, motion carried.

October 2023 Accounts Payable

General Fund: AUTOMAXX CDJR, INC. FLEET MAINT 32.75; BASS SANITATION INC. JULY - SEPT GARB 13.64; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 145.19; CENEX FLEETCARD FLEET MAINT 7,033.66; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 19.15; DUST TEX SERVICE, INC. OCT RUG RENT 5.40; EFRAIMSON ELECTRIC INC. BLDG MAINT 11.02; EMC INSURANCE ADD VEH INS COV 76.05; ESTELLINE COMMUNITY OIL CO. FLEET MAINT 163.05; FRANKMAN MOTOR COMPANY FLEET MAINT 92.15; HAMLIN COUNTY FARMERS COOP FLEET MAINT 1,060.27; HEALTH EQUITY HSA/FLEX 2.85; MATTERN, MALLORIE FUEL REIMB 33.68; MINERT & ASSOCIATES, INC DRUG TESTING 1,187.00; NESC PAYROLL OCT 2023 3,528.47; OTTERTAIL POWER CO. ELEC 20.54; PALMLUND AUTOMOTIVE FLEET MAINT 130.95; ROB'S AUTO REPAIR FLEET MAINT 2,436.91; SHARP AUTOMOTIVE FLEET MAINT 251.08; SWAFFORD, REBECCA BACKGROUND CHECK 4.79; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 1.80; W.W. TIRE SERVICE FLEET MAINT 294.64; WEBSTER AUTO CARE FLEET MAINT 348.85

Fund Total: \$16,893.89

Special Education Fund: BASS SANITATION INC. JULY - SEPT GARB 137.86; BOSSE, JENNIFER SEPT MI REIMB 116.28; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 9,472.31; CASTLEWOOD SCHOOL DISTRICT SEPT CB USE FEE 593.36; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 193.66; DUST TEX SERVICE, INC. OCT RUG RENT 54.59; EFRAIMSON ELECTRIC INC. BLDG MAINT 111.43; EMC INS. ADD VEH INS COV 768.95; HAMLIN SCHOOL DISTRICT SEPT CB USE FEE 988.94; HEALTH EQUITY HSA/FLEX 28.85; JOHNSON, ALYSHA ASHA DUES 225.00; LAKE PRESTON SCHOOL DISTRICT SEPT CB USE FEE 395.58; NESC IMPREST 68.00; NESC PAYROLL OCT 2023 361,198.96; OTTERTAIL POWER CO. ELEC 207.73; REINHILLER, LISA ED SPEC TRAVEL 88.00; SORENSEN, STEPHANIE PSYCH SERVICES 477.80; SWAFFORD, REBECCA BACKGROUND CHECK 48.46; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 98.07; WEBSTER SCHOOL DISTRICT SEPT CB USE FEE 988.94; WIESE, RITA SEPT MI REIMB 38.25; WILLIAMS, THEODORE PSYCH SERVICES 5,690.40

Fund Total: \$381,991.42

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Powell gave her monthly report.

Surplus Vehicle

Business Manager Stormo presented the surplus vehicle bids.

Center Base Rates

Business Manager Stormo reviewed October center base sliding scale rates for FY24.

Action Items

Approve Surplus Vehicle Bids

Action #24-28 Motion by C. Verhoek, second by M. Prins to approve high bid on the surplus vehicle. All present voting in favor, motion carried.

Fixed Asset No. 0335	2006 Ford Taurus SE	Bryce Johnson	\$603.00
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Approval of FY24 Center Base Rates

Action #24-29 Motion by A. Nielsen, second by M. McIntire to approve 2023-2024 Center Base tuition rates as presented. All present voting in favor, motion carried.

Base Rate	\$56,969.97
First Placement	\$63,236.67
Second Placement	\$54,121.47
Third Placement	\$46,572.95

Executive Session

Action #24-30 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. Rider to enter executive session at 7:15 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 8:15 P.M.

Adjournment

Action #24-31 With there being no further business, motion by M. McIntire, second by C. Verhoek, 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, November 20, 2023 at 7:00 P.M.

Arend Schuurman, President

Tiffany Stormo, Business Manager