

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, November 20, 2023

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, November 20, 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 8:30 P.M.

Members present:

In-Person:

Jason Julius, Castlewood; Malory McIntire, Clark; Norm Koehlmoos, DeSmet; Laura Crooks, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Chris Verhoek, Estelline; Tara Abraham, Hamlin; Penny Thyen, Waverly/South Shore

Zoom:

Megann Murphy, Arlington – entered at 7:01 P.M.; Audrey Schuller, Britton-Hecla; Lisa Lauterhahn, Enemy Swim Day School; Audrey Rider, Henry – entered at 7:01 P.M.; Jerod Olson, Lake Preston; Carrie Schiernbeck, ORR – left at 8:17 P.M.; Jayme Trygstad, Sioux Valley – entered at 7:04 P.M.; Lisa Amdahl, Summit; Martin Looyenga, Webster; Tia Felberg, Willow Lake; Natalie Remund, Wilmot

Absent:

Jon Kahnke, Florence; Greg Bich, Iroquois; Lana Sand, Rosholt; Art Berger Jr., Waubay

Others Attending:

NESC Staff Representatives: Teresa Landmark – entered at 7:04 P.M. (Z)

Member District Superintendents: Mitch Reed, Florence – entered at 7:04 P.M.; Todd Obele, Henry entered at 7:01 P.M. (Z);

Dr. Jim Block, Webster - entered at 7:05 P.M. – left at 7:08 P.M. (Z)

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

No guests were introduced.

Agenda Review, Changes, and Approval

Action #24-32 Motion by C.Verhoek, second by M. McIntire, to approve the agenda as presented. All present voted, motion carried.

Public Comment

No public comments were presented.

Conflict of Interest

No conflicts of interest were presented.

Financial Report

Action #24-33 Motion by L. Crooks, second by M. Prins, to approve the financial report for the period ending October 31, 2023. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
October 1, 2023	\$152,928.07	\$846,772.60	\$7,727.58
<u>Receipts:</u>			
Local Sources	\$661.42	\$235,634.69	\$726.32
State Sources		\$8,619.82	
Federal Sources			
Other	\$603.00	\$227,545.00	
<u>Total Monthly Receipts</u>	<u>\$1,264.42</u>	<u>\$471,799.51</u>	<u>\$726.32</u>
Total Gross Receipts	\$154,192.49	\$1,318,572.11	\$8,453.90
Manual Journal Entries			
Less Salaries	\$3,528.47	\$361,198.96	
Less Disbursements	\$13,365.42	\$20,792.46	\$3,037.23
<u>Total Salaries & Disbursements</u>	<u>\$16,893.89</u>	<u>\$381,991.42</u>	<u>\$3,037.23</u>
Ending Cash Balance			
October 31, 2023	\$137,298.60	\$936,580.69	\$5,416.67

Consent Agenda

Action #24-34 Motion by C. Verhoek, second by J. Julius to approve the following items on the Consent Agenda: 7a) Approval of October 16, 2023 Board of Directors minutes; 7b) Approval of payment of November 2023 budget claims. All present voting in favor, motion carried.

November 2023 Accounts Payable

General Fund: ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM CONTRACT 167.20; AUTOMAXX CDJR, INC. FLEET MAINT 28.71; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 113.47; CENEX FLEETCARD FLEET MAINT 7,606.92; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 13.35; DARLING, CASEY BACKGROUND CHECK 3.89; DUST TEX SERVICE, INC. NOV RUG USE 5.40; EDMENTUM, INC APEX SEATS 183.79; ELO PROF. LLC FY23 AUDIT 194.98; ESTELLINE COMMUNITY OIL CO. FLEET MAINT 896.09; FIRST DAKOTA INDEMNITY COMPANY WORK COMP 90.27; HAHLER AUTOMOTIVE FLEET MAINT 42.62; HALVERSON, ALISHA BACKGROUND CHECK 4.79; HAMLIN COUNTY FARMERS COOP FLEET MAINT 936.08; HEALTH EQUITY HSA/FLEX 2.85; JURGENS OIL FLEET MAINT 59.90; MATTERN, MALLORIE GAS REIMB 45.77; MINERT & ASSOCIATES, INC DRUG TESTING 612.00; NEBEL, JAMESON LAWN CARE 25.20; NESC IMPREST 1,371.17; NESC PAYROLL NOV 2023 3,584.90; NESC SPECIAL REVENUE PROJECTS FY24 1ST QTR EXP MI 536.12; OTTERTAIL POWER CO. ELEC 16.88; ROB'S AUTO REPAIR FLEET MAINT 969.68; SANDERSON, JUSTINE BACKGROUND CHECK 3.89; SASD A.P., T.F. REGIS 9.00; SMITH, BARTON FLEET MAINT 682.95; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 1.88; W.W. TIRE SERVICE FLEET MAINT 691.44; WATERTOWN PUBLIC OPINION MINUTES 12.20; WEBSTER AUTO CARE FLEET MAINT 74.03; WILLIAMS, THEODORE BACKGROUND CHECK 6.14

Fund Total: \$18,993.56

Special Education Fund: ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM CONTRACT 72.80; BOSSE, JENNIFER OCT MI REIMB 100.98; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 22,675.52; BUSSKOHL, CHRISTY ASHA DUES 225.00; CASTLEWOOD SCHOOL DISTRICT OCT CB USE FEE 593.36; CENTER OF DISABILITIES SLP REGIS 951.24; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 135.02; DARLING, CASEY BACKGROUND CHECK 39.36; DUST TEX SERVICE, INC. NOV RUG USE 54.59; ELO PROF. LLC FY23 AUDIT 1,971.51; FIRST DAKOTA INDEMNITY COMPANY WORK COMP 912.73; HALVERSON, ALISHA BACKGROUND CHECK 48.46; HAMLIN SCHOOL DISTRICT OCT CB USE FEE 988.94; HAYUNGA, STEPHANIE AOTA DUES 229.00; HEALTH EQUITY HSA/FLEX 28.85; LAKE PRESTON SCHOOL DISTRICT OCT CB USE FEE 593.37; LILJEGREN, MEGAN ASHA DUES 225.00; PARENT SEPT/OCT MI REIMB 232.56; NEBEL, JAMESON LAWN CARE 254.80; NESC IMPREST 217.79; NESC PAYROLL NOV 2023 365,738.03; NESC SPECIAL REVENUE PROJECTS FY24 1ST QTR EXP MI 64,920.85; OTTERTAIL POWER CO. ELEC 170.65; REINHILLER, LISA ED SPEC TRAVEL 236.00; SANDERSON,

JUSTINE BACKGROUND CHECK 39.36; SASD A.P., T.F. REGIS 91.00; SW/WC SERVICE COOPERATIVE BEHAVIOR ANALYST CONTRACT 23,246.78; TIEFENTHALER, DEBRA ASHA DUES 225.00; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 102.63; WATERTOWN PUBLIC OPINION MINUTES 123.38; WEBSTER SCHOOL DISTRICT OCT CB USE FEE 988.94; WIESE, RITA OCT MI REIMB 37.23; WILLIAMS, THEODORE PSYCH CONTRACTED SERVICES/BCKG CHECK 8,880.16

Fund Total: \$495,350.89

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Powell gave her monthly report.

Action Items

No action items presented.

Executive Session

Action #24-35 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 N. Koehlmoos, second by M. McIntire to enter executive session at 7:07 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 8:28 P.M.

Adjournment

Action #24-36 With there being no further business, motion by N. Koehlmoos, 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, December 18, 2023 at 7:00 P.M.

Arend Schuurman, President

Tiffany Stormo, Business Manager