

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, December 18, 2023

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, December 18, 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 7:57 P.M.

Members present:

In-Person:

Audrey Schuller, Britton-Hecla; Alisha Nielsen, Castlewood; Todd Fjelland, Clark; Norm Koehlmoos, DeSmet; Michelle Prins, Deuel; Arend Schuurman, Elkton; Tara Abraham, Hamlin; Jayme Trygstad, Sioux Valley; Penny Thyen, Waverly/South Shore

Zoom:

Megann Murphy, Arlington; Lisa Lauterhahn, Enemy Swim Day School; Michelle Kooima, Lake Preston; Lisa Amdahl, Summit; Art Berger Jr., Waubay; Martin Looyenga, Webster

Absent:

Laura Crooks, Deubrook; Chris Verhoek, Estelline; Jon Kahnke, Florence; Audrey Rider, Henry; Greg Bich, Iroquois; Carrie Schiernbeck, ORR; Lana Sand, Rosholt; Tia Felberg, Willow Lake; Natalie Remund, Wilmot

Others Attending:

NESC Staff Representatives: Shelly Skogstad (Z); Stephanie Hayunga (Z) – entered at 7:05 P.M.

Member District Superintendents: Dr. Jim Block, Webster; Todd Obele, Henry (Z) – entered at 7:02 P.M.; Mitch Reed, Florence (Z) – entered at 7:15 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

Dr. Jim Block and Shelly Skogstad were introduced as guests.

Agenda Review, Changes, and Approval

Action #24-37 Motion by A. Nielsen, second by N. Koehlmoos, 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 #24-38 Motion by P. Thyen, second by T. Abraham, to approve the financial report for the period ending November 30, 2023. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
November 1, 2023	\$137,298.60	\$936,580.69	\$5,416.67
<u>Receipts:</u>			
Local Sources	\$66,079.58	\$245,321.26	\$2,247.28
State Sources		\$2,614.56	
Federal Sources			
Other		\$161,048.00	
<u>Total Monthly Receipts</u>	<u>\$66,079.58</u>	<u>\$408,983.82</u>	<u>\$2,247.28</u>
Total Gross Receipts	\$203,378.18	\$1,345,564.51	\$7,663.95
Manual Journal Entries			
Less Salaries	\$3,584.90	\$365,738.03	
Less Disbursements	\$15,408.66	\$129,612.86	\$683.09
<u>Total Salaries & Disbursements</u>	<u>\$18,993.56</u>	<u>\$495,350.89</u>	<u>\$683.09</u>
Ending Cash Balance			
November 30, 2023	\$184,384.62	\$850,213.62	\$6,980.86

Consent Agenda

Action #24-39 Motion by J. Trygstad, second by A. Berger Jr. to approve the following items on the Consent Agenda: 7a) Approval of November 20, 2023 Board of Directors minutes with correction to Dr. Jim Block being in zoom attendance the full duration of the meeting; 7b) Approval of payment of December 2023 budget claims; 7c) Approval of resignation of Jessica Wik, paraprofessional – Webster. All present voting in favor, motion carried.

December 2023 Accounts Payable

General Fund: AUTOMAXX CDJR, INC. FLEET MAINT 58.74; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 64.76; CENEX FLEETCARD FLEET MAINT 64.76; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 15.20; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON SCHOOL MATTERS 28.57; DON'S BODY SHOP FLEET MAINT 209.94; DUST TEX SERVICE, INC. DEC RUG USE 5.40; ESTELLINE COMMUNITY OIL CO. FLEET MAINT 333.49; HAMLIN COUNTY FARMERS COOP FLEET MAINT 1,072.71; HEALTH EQUITY HSA/FLEX 2.85; MINERT & ASSOCIATES, INC DRUG TESTING 1,623.00; NESC PAYROLL DEC 2023 3,578.21; OTTERTAIL POWER CO. ELEC 21.87; PALMLUND AUTOMOTIVE FLEET MAINT 668.03; ICASSO, RICHARD BACKGROUND CHECK 6.14; PRAIRIE AG PARTNERS FLEET MAINT 58.83; ROB'S AUTO REPAIR FLEET MAINT 1,678.98; SHARP AUTOMOTIVE FLEET MAINT 278.12; TIME MANAGEMENT SYSTEMS TIME CLOCK 1.88; W.W. TIRE SERVICE FLEET MAINT 529.27; WATERTOWN PUBLIC OPINION MINUTES 9.79; WEBSTER AUTO CARE FLEET MAINT 196.41

Fund Total: \$16,471.31

Special Education Fund: BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 18,898.18; CENEX FLEETCARD FLEET MAINT 64.76; BOSSE, JENNIFER NOV MI REIMB 91.80; BOYD, BRENDA ED SPEC TRAVEL 68.00; CASTLEWOOD SCHOOL DISTRICT NOV CB USE FEE, PART C 650.26; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 153.64; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON SCHOOL MATTERS 288.88; CLARK SCHOOL DISTRICT PART C 94.64; DEUBROOK SCHOOL DISTRICT PART B & C 684.93; DEUEL SCHOOL DISTRICT PART B & C 1,555.06; DUST TEX SERVICE, INC. DEC RUG USE 54.59; FLORENCE SCHOOL DISTRICT PART C 258.94; HAMLIN SCHOOL DISTRICT NOV CB USE FEE, PART B & C 2,120.38; HEALTH EQUITY HSA/FLEX 28.85; HENRY SCHOOL DISTRICT PART B 1,127.99; LAKE PRESTON SCHOOL DISTRICT NOV CB USE FEE 593.37; PARENT NOV MI REIMB 110.61; NESC PAYROLL DEC 2023 364,481.51; OLDHAM-RAMONA SCHOOL DISTRICT PART B 356.24; OTTERTAIL POWER CO. ELEC 221.12; PICASSO, RICHARD BACKGROUND

CHECK 62.11; REINHILLER, LISA ED SPEC TRAVEL 142.00; SCHWINGER, MINDY ASHA DUES 225.00; SIOUX VALLEY SCHOOL DISTRICT PART C 1,286.94; TIME MANAGEMENT SYSTEMS TIME CLOCK 102.63; WATERTOWN PUBLIC OPINION MINUTES 98.95; WAUBAY SCHOOL DISTRICT PART B 410.10; WEBSTER SCHOOL DISTRICT NOV CB USE FEE 988.94; WIESE, RITA NOV MI REIMB 36.21; WILLIAMS, THEODORE PSYCH CONTRACTED SERVICES 7,277.50; WILLOW LAKE SCHOOL DISTRICT PART C 53.62; WILMOT SCHOOL DISTRICT PART C 88.30

Fund Total: \$402,611.29

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Powell gave her monthly report.

FY23 Audit Report

Business Manager Stormo reviewed FY23 audit report.

Director and Business Manager Evaluation

Director and Business Manager Evaluations delivered at the BOD meeting and/or mailed out should be mailed back to Vice-President P. Thyen prior to January 10, 2024 to review at January board meeting.

Action Items

Approval of FY23 Audit Report

Action #23-40 Motion by A. Nielsen, second by N. Koehlmoos, to approve FY23 Audit Report. All present voting in favor, motion carried.

Executive Session

Action #24-41 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 A. Schuller, second by T. Fjelland to enter executive session at 7:16 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 7:55 P.M.

Adjournment

Action #24-42 With there being no further business, motion by J. Trygstad, second by A. Nielsen, 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, January 15, 2024 at 7:00 P.M.

Arend Schuurman, President

Tiffany Stormo, Business Manager