

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, January 15, 2024

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, January 15, 2024 via Zoom and at Lake Area Technical College in Watertown, SD. The meeting was called to order by President Schuurman at 7:03 P.M. and adjourned at 9:31 P.M.

Members present:

In-Person:

Megann Murphy, Arlington – entered at 7:09 P.M.; Audrey Schuller, Britton-Hecla; Alisha Nielsen, Castlewood; Laura Crooks, Deubrook; Wade Gubrud, Deuel; Arend Schuurman, Elkton; Chris Verhoek, Estelline; Tara Abraham, Hamlin; Penny Thyen, Waverly/South Shore

Zoom:

Malory McIntire, Clark; Lisa Lauterhahn, Enemy Swim Day School – entered at 7:15 P.M.; Jon Kahnke, Florence; Audrey Rider, Henry; Michelle Kooima, Lake Preston; Carrie Schiernbeck, ORR – entered at 7:15 P.M.; Lana Sand, Rosholt

Absent:

Norm Koehlmoos, DeSmet; Greg Bich, Iroquois; Jayme Trygstad, Sioux Valley; Lisa Amdahl, Summit; Art Berger Jr., Waubay; Martin Looyenga, Webster; Tia Felberg, Willow Lake; Natalie Remund, Wilmot

Others Attending:

NESC Staff Representatives: Stephanie Hayunga (Z); Robin Schwandt (Z); Shelly Skogstad (Z)

Member District Superintendents: Todd Obele, Henry (Z); Mitch Reed, Florence (Z) – entered at 7:18 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 7:03 P.M.

Introduction of Guests

Todd Obele, Stephanie Hayunga, Robin Schwandt and Shelly Skogstad were introduced as guests.

Agenda Review, Changes, and Approval

Action #24-43 Motion by A. Nielsen, second by A. Schuller, to approve the agenda as presented. All present voted, motion carried.

Public Comment

President Schuurman requested a moment of silence in remembrance of NESC staff member Jessica Fischer.

Conflict of Interest

No conflicts of interest were presented.

Financial Report

Action #24-44 Motion by C. Verhoek, second by L. Crooks, to approve the financial report for the period ending December 31, 2023. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
December 1, 2023	\$184,384.62	\$850,213.62	\$6,980.86
<u>Receipts:</u>			
Local Sources	\$815.08	\$307,477.01	\$658.32
State Sources		\$2,986.65	
Federal Sources		\$215,001.00	
Other	\$500.00		
<u>Total Monthly Receipts</u>	<u>\$1,315.08</u>	<u>\$525,464.66</u>	<u>\$658.32</u>
Total Gross Receipts	\$185,699.70	\$1,375,678.28	\$7,639.18
Manual Journal Entries			
Less Salaries	\$3,578.21	\$364,481.51	
Less Disbursements	\$12,893.10	\$38,129.78	\$2,672.69
<u>Total Salaries & Disbursements</u>	<u>\$16,471.31</u>	<u>\$402,611.29</u>	<u>\$2,672.69</u>
Ending Cash Balance			
December 31, 2023	\$169,228.39	\$973,066.99	\$4,966.49

Consent Agenda

Action #24-45 Motion by P. Thyen, second by T. Abraham to approve the following items on the Consent Agenda: 7a) Approval of December 18, 2023 Board of Directors minutes; 7b) Approval of payment of January 2024 budget claims; 7c) Approval of contract – Amber Schulz, paraprofessional – Webster - \$19.90/hr. 7d) Approval of Contract – Traci Graham – School Psychologist – FY25 - \$77,664.18. All present voting in favor, motion carried.

January 2024 Accounts Payable

General Fund: AUTOMAXX CDJR, INC. FLEET MAINT 118.30; BASS SANITATION INC. OCT - DEC GARB 13.64; BINDE, GERALDINE O&M SUPP 0.98; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 138.04; CENEX FLEETCARD FLEET MAINT 5,077.49; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 11.00; DUST TEX SERVICE, INC. DEC RUG USE 5.40; EDMENTUM, INC APEX SEATS 285.62; ESTELLINE COMMUNITY OIL CO. FLEET MAINT 82.53; HAMLIN COUNTY FARMERS COOP FLEET MAINT 484.04; HEALTH EQUITY HSA/FLEX 2.49; JURGENS OIL FLEET MAINT 59.90; MCLEOD'S PRINTING SUPPLY CHECKS 14.77; MINERT & ASSOCIATES, INC DRUG TESTING 786.00; NESC IMPREST 2,195.00; NESC PAYROLL JAN 2024 3,625.13; NESC SPECIAL REVENUE PROJECTS FY24 2ND QTR EX MI 661.01; OTTERTAIL POWER CO. ELEC 19.92; PALMLUND AUTOMOTIVE FLEET MAINT 44.65; PRAIRIE AG PARTNERS FLEET MAINT 12.50; ROB'S AUTO REPAIR FLEET MAINT 428.29; RON'S AUTO REPAIR FLEET MAINT 513.73; SORENSEN, STEPHANIE BACKGROUND CHECK 6.14; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 1.80; TOWN OF HAYTI WATER 27.27; W.W. TIRE SERVICE FLEET MAINT 265.35; WATERTOWN PUBLIC OPINION MINUTES 88.31;WEBSTER AUTO CARE FLEET MAINT 118.85

Fund Total: \$15,088.15

Special Education Fund: BASS SANITATION INC. OCT - DEC GARB 137.86; BINDE, GERALDINE O&M SUPP 9.91; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 22,732.57; BOSSE, JENNIFER DEC MI REIMB 298.44; CASTLEWOOD SCHOOL DISTRICT DEC CB USE FEE 593.36; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 111.23; DUST TEX SERVICE, INC. DEC RUG USE 54.59; FREEMAN, MARISA ASHA DUES 225.00; HAMLIN SCHOOL DISTRICT DEC CB USE FEE 988.94; HEALTH EQUITY HSA/FLEX 25.21; KELLER-KNUDSON, CHERYL ASHA DUES 225.00; LAKE PRESTON SCHOOL DISTRICT DEC CB USE FEE 593.37; MCLEOD'S PRINTING SUPPLY CHECKS 149.32; PARENT DEC MI REIMB 97.92; NESC IMPREST 307.00; NESC PAYROLL JAN 2024 354,617.67; NESC SPECIAL REVENUE PROJECTS FY24 2ND QTR EX MI; 95,925.85; OTTERTAIL POWER CO. ELEC 201.44; SORENSEN, STEPHANIE BACKGROUND CHECK/PSYCH CONTR SERV 417.71; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 98.34; TOWN OF HAYTI WATER 275.73; WATERTOWN PUBLIC OPINION MINUTES 8.73; WEBSTER SCHOOL DISTRICT DEC CB USE FEE 988.94; WIESE, RITA DEC MI REIMB 34.17; WILLIAMS, THEODORE PSYCH CONTR SERV 3,603.30

Fund Total: \$482,721.60

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Powell gave her monthly report.

Steering Committee Meeting

Steering Committee will meet February 19, 2024 at 6:00 P.M. – prior to regular BOD meeting.

Executive Session

Action #24-46 Pursuant to – Personnel 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 and Pursuant to Negotiations – SDCL 1-25-2(4) Preparing for contract negotiations or negotiating with employees or employee representatives. Motion by A. Nielsen, second by C. Verhoek to enter executive session at 7:23 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 9:30 P.M.

Action Items

Business Manager Contract

Action #24-47 Motion by T. Abraham, second by C. Verhoek to offer a contract to Business Manager Tiffany Stormo for FY25 with salary to be determined at a later date. All present voting in favor, motion carried.

Director Contract

Contract for Director Andrea Powell was tabled by Board President Schuurman.

Adjournment

Action #24-48 With there being no further business, motion by A. Schuller, second by M. Murphy, to adjourn. All present voted, motion carried.

The next NESC Steering Committee meeting will be held at Lake Area Technical College in Watertown, SD on Monday, February 19, 2024 at 6:00 P.M.

The next NESC Board of Directors meeting will be held at Lake Area Technical College in Watertown, SD on Monday, February 19, 2024 at 7:00 P.M.

Arend Schuurman, President

Tiffany Stormo, Business Manager