

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, June 17, 2024

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, June 17, 2024 via Zoom and 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 8:21 P.M.

**Members present:**

**In-Person:**

Alisha Nielsen, Castlewood; Malory McIntire, Clark; Michelle Prins, Deuel; Arend Schuurman, Elkton; Chris Verhoek, Estelline; Lisa Amdahl, Summit; Penny Thyen, Waverly/South Shore

**Zoom:**

Megann Murphy, Arlington; Audrey Schuller, Britton-Hecla; Laura Crooks, Deubrook; Lisa Lauterhahn, Enemy Swim Day School; Audrey Rider, Henry; Megan Eichler, Lake Preston; Lana Sand, Rosholt; Jayme Trygstad, Sioux Valley; Art Berger Jr., Waubay; Martin Looyenga, Webster; Tia Felberg, Willow Lake; Natalie Remund, Wilmot

**Absent:**

Norm Koehlmoos, DeSmet; Jon Kahnke, Florence; Tara Abraham, Hamlin; Greg Bich, Iroquois; Carrie Schiernbeck, ORR

**Others Attending:**

NESC Staff Representatives: Shelly Skogstad (Z)

Member District Superintendents: Dr. Jim Block, Webster, Todd Obele, Henry (Z)

NESC Administration: Andrea Powell, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

Guests: Anneke Nelson, Travis Ahrens, Kim Kludt

**Call to Order**

President Schuurman called the meeting to order at 7:00 P.M.

**Introduction of Guests**

Dr. Jim Block, Todd Obele, Anneke Nelson, Travis Ahrens, Kim Kludt and Shelly Skogstad were introduced as guests.

**Public Comment**

No public comment was presented.

**Agenda Review, Changes, and Approval**

*Action #24-84* Motion by A. Nielsen, second by C. Verhoek, to approve the agenda as presented. All present voted, motion carried.

**Conflict of Interest**

No conflicts of interest were presented.

**Financial Report**

*Action #24-85* Motion by M. McIntire, second by M. Prins, to approve the financial report for the period ending May 31, 2024. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
<b>May 1, 2024</b>	<b>\$227,414.60</b>	<b>\$1,115,801.57</b>	<b>\$7,852.00</b>
<u>Receipts:</u>			
Local Sources	\$8,111.99	\$223,055.25	\$852.56
State Sources		\$1,336.13	
Federal Sources		\$234,121.00	
Other	\$5,727.59		
<u>Total Monthly Receipts</u>	<u>\$13,839.58</u>	<u>\$544,345.31</u>	<u>\$852.56</u>
Balance Forward	\$241,254.18	\$1,660,146.88	\$8,704.56
Manual Journal Entries			
Less Salaries	\$3,704.69	\$385,729.74	
Less Disbursements	\$13,293.99	\$44,341.20	\$441.76
<u>Total Salaries &amp; Disbursements</u>	<u>\$16,998.68</u>	<u>\$430,070.94</u>	<u>\$441.76</u>
<b>Ending Cash Balance</b>			
<b>May 31, 2024</b>	<b>\$224,255.50</b>	<b>\$1,230,075.94</b>	<b>\$8,262.80</b>

**Consent Agenda**

*Action #24-86* Motion by L. Sand, second by L. Amdahl to approve the following items on the Consent Agenda: 7a) Approval of May 20, 2024 Board of Directors minutes; 7b) Approval of payment of June 2024 budget claims; 7c) Approval of Contract Amendment – Chris Lather – BA+30 to MA - \$1,000; Approval of ESY contract – Mindy Schwinger - \$47.75/hour. All present voting in favor, motion carried.

**June 2024 Accounts Payable**

**General Fund:** ACTIVE HEATING, INC. BLDG MAINT 26.89; AUTOMATIVE SERVICE CENTER FLEET MAINT 125.00; AUTOMAXX CDJR, INC. FLEET MAINT 31.83; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 156.29; CENEX FLEETCARD FLEET MAINT 5,193.34; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 21.58; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON SCHOOL MATTERS 122.86; DUST TEX SERVICE, INC. MAY RUG USE 7.16; ECOLAB PEST CONTROL 11.25; ESTELLINE COMMUNITY OIL CO. FLEET MAINT 26.45; HAMLIN COUNTY FARMERS COOP FLEET MAINT 577.39; HEALTH EQUITY HSA/FLEX 2.49; ITC TELECOM PHONE SERV 39.25; LATHER, CHRISTOPHER ADVANCE STUDY/PROFESS SUP 197.33; MINERT & ASSOCIATES, INC DRUG TESTING 1,070.00; NESC IMPREST 26.70; NESC PAYROLL JUNE 2024 3,754.40; OTTERTAIL POWER CO. ELEC 16.90; PRAIRIE AG PARTNERS FLEET MAINT 66.15; ROB'S AUTO REPAIR FLEET MAINT 879.34; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 1.88; VERIZON WIRELESS MAY CELL SERV 11.51; W.W. TIRE SERVICE FLEET MAINT 207.74; WATERTOWN PUBLIC OPINION MINUTES/EMPLOY AD 68.49

**Fund Total: \$12,642.22**

**Special Education Fund:** ACTIVE HEATING, INC. BLDG MAINT 271.93 BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 21,273.68; BOSSE, JENNIFER MAY MI REIMB/TRAVEL 243.38; CASTLEWOOD SCHOOL DISTRICT NURSE SPLIT 9,669.54; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 218.23; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON SCHOOL MATTERS 1,242.20; DUST TEX SERVICE, INC. MAY RUG USE 72.39; ECOLAB PEST CONTROL 113.75; HAMLIN SCHOOL DISTRICT MAY CB USE FEE 988.94; HEALTH EQUITY HSA/FLEX 25.21; IROQUOIS SCHOOL DISTRICT SPED ASSESS REIMB 4,679.00; ITC TELECOM PHONE SERV 396.87; LAKE PRESTON SCHOOL DISTRICT MAY CB USE FEE 593.37; LATHER, CHRISTOPHER ADVANCE STUDY/PROFESS SUP 1,995.17; MARSHALL CO. HEALTHCARE CENTER OT/PT SERVICES 3,722.44; MIDWEST SPECIAL INSTRUMENTS AUDIOMETERS 10,660.40; NESC PAYROLL JUNE 2024 342,244.45; PARENT APRIL - MAY MI 195.84; OTTERTAIL POWER CO. ELEC 170.85; SANFORD WEBSTER MEDICAL CENTER OT SERVICES 6,098.16; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 102.36; VERIZON WIRELESS MAY CELL SERV 196.44; WATERTOWN PUBLIC OPINION MINUTES/EMPLOY AD 692.47; WEBSTER SCHOOL DISTRICT MAY CB USE FEE 988.94; WILLIAMS, THEODORE PSYCH CONTRACTED SERV 549.90

**Fund Total: \$407,405.91**

### **Discussion Items**

#### **Assistant Director's Report**

Assistant Director Frewing gave his monthly report.

#### **Director's Report**

Director Powell gave her monthly report.

#### **Accredited Program Certification**

Director Powell informed the board that the accredited program certification was received.

#### **FY25 Preliminary Budget**

Business Manager Stormo reviewed preliminary budget.

#### **Inventory Update**

Director Powell reviewed the inventory list to declare surplus.

#### **First Reading Policies**

Director Powell reviewed the first reading of by-laws and policy updates.

#### **Second Reading and Adoption of Policies/By-Laws**

Assistant Director Frewing reviewed the second readings and adoption of policies/by-laws.

### **Executive Session**

*Action #24-87* 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. Motion by C. Verhoek, second by A. Nielsen to enter executive session at 7:30 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 8:12 P.M.

### **Action Items**

#### **Approval of FY24 Audit Engagement Letter**

*Action #24-88* Motion by C. Verhoek, second by L. Amdahl, to approve FY24 audit engagement letter. All present voting in favor, motion carried.

#### **Approval of Speech Partners, LLC contract**

*Action #24-89* Motion by A. Nielsen, second by M. Murphy, to approve Speech Partners, LLC contract. All present voting in favor, motion carried.

#### **Surplus Inventory**

*Action #24-90* Motion by L. Sand, second by M. McIntire to declare indicated inventory items as having zero value or being old, outdated or broken. All present voted in favor, motion carried.

#### **Budget Hearing**

*Action #24-91* Motion by C. Verhoek, second by A. Nielsen to publish FY25 preliminary budget and set budget hearing for Monday, July 15, 2024. All present voted in favor, motion carried.

Approval of NESC Comprehensive Plan

*Action #24-92* Motion by P. Thyen, second by J. Trygstad, to approve of NESC comprehensive plan. All present voting in favor, motion carried.

Paper Bid

*Action #24-93* Motion by C. Verhoek, second by M. Prins to approve the paper bid from Paper 101 at \$34.30/case. All present voted in favor, motion carried.

Adjournment

*Action #24-94* With there being no further business, motion by C. Verhoek, 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, July 15, 2024 at 7:00 P.M.

\_\_\_\_\_  
**Arend Schuurman, President**

\_\_\_\_\_  
**Tiffany Stormo, Business Manager**