

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, November 18, 2024

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, November 18, 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 7:37 P.M.

**Members present:**

**In-Person:**

Megann Murphy, Arlington; Carie Knutson, Deubrook; Arend Schuurman, Elkton; Chris Verhoek, Estelline; Tara Abraham, Hamlin; Audrey Rider, Henry; Penny Thyen, Waverly/South Shore

**Zoom:**

Audrey Schuller, Britton-Hecla; Malory McIntire, Clark; Jared Tolzin, DeSmet; Wade Gubrud, Deuel; Lisa Lauterhahn, Enemy Swim Day School; Carrie Schiernbeck, ORR; Diane LeClair, Rosholt; Jayme Trygstad, Sioux Valley – joined at 7:32 P.M.; Heidi Pelzel, Wilmot

**Absent:**

Alisha Nielsen, Castlewood; Jon Kahnke, Florence; Greg Bich, Iroquois; Reid McDaniel, Lake Preston; Lisa Amdahl, Summit; Art Berger Jr., Waubay; Martin Looyenga, Webster; Tia Felberg, Willow Lake

**Others Attending:**

NESC Staff Representatives: Stephanie Hayunga (Z), Nicol Huyvaert (Z), Shelly Skogstad (Z), Robin Schwandt (Z) - joined at 7:13 P.M.

Member District Superintendents: Travis Ahrens, Clark, Todd Obele, Henry; Kim Kludt; Deubrook (Z)

NESC Administration: Anneke Nelson, 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**

Travis Ahrens, Todd Obele, Kim Kludt, Nicol Huyvaert, Shelly Skogstad and Stephanie Hayunga were introduced as guests.

**Agenda Review, Changes, and Approval**

*Action #25-26* Motion by C. Knutson, second by C. Verhoek, to approve the agenda with the removal of 8e) December 2024 virtual only meeting. All present voted, motion carried.

**Public Comment**

No public comment was presented.

**Conflict of Interest**

No conflicts of interest were presented.

### Financial Report

Action #25-27 Motion by M. Murphy, second by A. Rider, to approve the financial report for the period ending October 31, 2024. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
<b>October 1, 2024</b>	<b>\$200,860.33</b>	<b>\$878,169.98</b>	<b>\$9,932.84</b>
<u>Receipts:</u>			
Local Sources	\$93,667.35	\$243,152.09	\$1,339.98
State Sources		\$3,605.02	
Federal Sources		\$223,174.00	
Other		\$6,648.00	
<u>Total Monthly Receipts</u>	<u>\$93,667.35</u>	<u>\$476,579.11</u>	<u>\$1,339.98</u>
Balance Forward	\$294,527.68	\$1,354,749.09	\$11,272.82
Manual Journal Entries			
Less Salaries	\$3,130.14	\$381,261.35	
Less Disbursements	\$74,796.72	\$131,614.23	\$-470.65
<u>Total Salaries &amp; Disbursements</u>	<u>\$77,926.86</u>	<u>\$512,875.58</u>	<u>\$-470.65</u>
<b>Ending Cash Balance</b>			
<b>October 31, 2024</b>	<b>\$216,600.82</b>	<b>\$841,873.51</b>	<b>\$11,743.47</b>

### Consent Agenda

Action #25-28 Motion by C. Verhoek, second by T. Abraham to approve the following items on the Consent Agenda: 7a) Approval of October 21, 2024 Board of Directors minutes; 7b) Approval of payment of November 2024 budget claims; 7c) Approval of Resignation – Lacey Sell – Paraprofessional; 7d) Approval of Contract– Kyela Wegleitner – Paraprofessional Webster CB- \$18.50/hour; 7e) Approval of Contract– Tiffany Tschakert – Paraprofessional Webster CB - \$19.10/hour; 7f) Approval of Contract– Morgan Odegaard – Paraprofessional Lake Preston CB- \$20.30/hour; 7g) Approval of Contract– Kayla Klocker – Paraprofessional Castlewood CB- \$18.50/hour; Approval of ProCare Therapy Contract \$95/hr – virtual OT services; 7i) Approval of Jenkins Living Center Contract \$50/hr – COTA services. All present voting in favor, motion carried.

### November 2024 Accounts Payable

**General Fund:** ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM CONTRACT 162.00; ABRA OF BROOKINGS FLEET MAINT 40.00; ANDERSON, PEGGY BACKGROUND CHECK 3.46; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 362.00; CENEX FLEETCARD FLEET MAINT 7,241.56; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 10.66; DEUEL CO. CENEX FLEET MAINT 101.00; DUST TEX SERVICE, INC. NOV RUG USE 6.36; EDMENTUM, INC APEX SEATS 435.84; ELO PROF. LLC FY24 AUDIT 564.00; EMC INSURANCE FY25 ADD VEH COV 49.08; ESTELLINE COMMUNITY OIL CO. FLEET MAINT 26.36; GREWE, MAYSEN BACKGROUND CHECK 3.46; HAMLIN COUNTY FARMERS COOP FLEET MAINT 878.51; HEALTH EQUITY HSA/FLEX 3.47; HUYVAERT, NICOL OT TRAVEL/GAS REIMB 30.25; JURGENS OIL FLEET MAINT 60.90; KSB SCHOOL LAW SCHOOL MATTERS 120.00; LINDNER, GAVAN BACKGROUND CHECK/FLEET MAINT 24.18; MINERT & ASSOCIATES, INC DRUG TESTING 1,843.00; NESC IMPREST 26.70; NESC PAYROLL NOV 24 3,203.05; OTTERTAIL POWER CO. ELEC 14.55; PALMLUND AUTOMOTIVE FLEET MAINT 47.15; ROB'S AUTO REPAIR FLEET MAINT 2,139.25; SD DEPT. OF EDUCATION ZOOM LICENSE 3.00; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 1.94; W.W. TIRE SERVICE FLEET MAINT 162.67; WATERTOWN PUBLIC OPINION MINUTES 136.67; WEBSTER AUTO CARE FLEET MAINT 61.40; WEBSTER TIRE FLEET MAINT 35.00; WEGNER, ANGIE BACKGROUND CHECK 5.06

**Fund Total: \$17,802.53**

**Special Education Fund:** ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM CONTRACT 138.00; ANDERSON, PEGGY BACKGROUND CHECK 39.79; ARLINGTON SCHOOL DISTRICT PART B 771.93; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 17,277.17; BOSSE, JENNIFER OCT 24 MI REIMB 47.16; CASTLEWOOD SCHOOL DISTRICT OCT CB USE FEE/PART C 1,164.24; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 122.64; DEUBROOK SCHOOL DISTRICT PART B&C

887.85; DEUEL SCHOOL DISTRICT PART B&C 781.33; DUST TEX SERVICE, INC. NOV RUG USE 73.19; ELKTON SCHOOL DISTRICT PART B&C 624.24; ELO PROF. LLC FY24 AUDIT 6,486.00; EMC INSURANCE FY25 ADD VEH COV 564.47; ESTELLINE SCHOOL DISTRICT PART B 375.82; FREEMAN, MARISA MI REIMB 39.30; GENT, MELISSA PSYCH TRAVEL 68.00; GRAHAM, TRACI PSYCH TRAVEL 54.00; GREWE, MAYSEN BACKGROUND CHECK 39.79; HAMLIN SCHOOL DISTRICT OCT CB USE FEE 1,116.95; HEALTH EQUITY HSA/FLEX 39.93; HUYVAERT, NICOL OT TRAVEL/GAS REIMB 168.00; IROQUOIS SCHOOL DISTRICT PART C 304.80; KSB SCHOOL LAW SCHOOL MATTERS 1,380.00; LAKE PRESTON SCHOOL DISTRICT OCT CB USE FEE/PART B&C 1,287.06; LILJEGREN, MEGAN ASHA DUES 250.00; LINDNER, GAVAN BACKGROUND CHECK/FLEET MAINT 59.57; PARENT OCT 2024 MI REIMB 172.92; NESC PAYROLL NOV 24 397,189.50; OLDHAM/RAMONA/RUTLAND PART B 778.50; OTTERTAIL POWER CO. ELEC 167.37; REINHILLER, LISA ED SPEC TRAVEL 122.00; SD DEPT. OF EDUCATION ZOOM LICENSE 59.50; SIOUX VALLEY SCHOOL DISTRICT PART C 48.11; SKOGSTAD, SHELLY PSYCH TRAVEL 54.00; SPEECH PARTNERS, LLC SLP CONTRACTED SERVICES 16,751.93; SW/WC SERVICE COOPERATIVE BEHAVIOR ANALYST CONTRACT 23,941.77; TIEFENTHALER, DEBRA ASHA DUES 250.00; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 119.31; WATERTOWN PUBLIC OPINION MINUTES 11.88; WAUBAY SCHOOL DISTRICT PART C 635.41; WAVERLY SCHOOL DISTRICT PART C 383.38; WEBSTER SCHOOL DISTRICT OCT CB USE FEE 1,234.20; WEGNER, ANGIE BACKGROUND CHECK 58.19; WILLIAMS, THEODORE PSYCH CONTRACTED SERVICES 5,710.14

**Fund Total: \$481,849.34**

### **Discussion Items**

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

Assistant Director Frewing has been advertising for staff. He also held departmental meetings for early childhood and speech, focused upon providing sensory interventions during therapy. He's been continuing to conduct staff evaluations, and he also researched and developed a special education process form (for manifestation determinations).

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

Director Nelson updated the board on the program compliance review. It had good feedback from reviewers. We have new students starting in the Center-Based program and have hired staff to cover for them. She attended a networking event at USD for education majors and made connections with school psychology students.

#### **Board of Advisory**

Director Nelson reviewed the Board of Advisor meeting held on November 6, 2024.

#### **Sale of NESC Room to City of Hayti**

Discussion was held on the sale of property to the City of Hayti.

### **Action Items**

#### **Approval of NESC Room to City of Hatyi**

*Action #25-29* Motion by C. Knutson, second by M. Murphy to approve for preparation to sell room. All present voting in favor, motion carried.

#### **Executive Session**

*Action #25-30* 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 M. Murphy to enter executive session at 7:29 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 7:36 P.M.

### **Adjournment**

*Action #25-31* With there being no further business, motion by C. Verhoek, second by C. Knutson, 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 16, 2024 at 7:00 P.M.

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**Arend Schuurman, President**

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**Tiffany Stormo, Business Manager**