

<b>NESC Board of Directors Meeting</b>	
Date	12-16-24
Time	7:00pm
Location	Lake Area Technical College
Link for Virtual Attendance	<a href="https://sdk12.zoom.us/j/99257696217">https://sdk12.zoom.us/j/99257696217</a>

1. Call to order
2. Introduction of guests
3. Agenda review, changes and approval
4. Public comment
5. Conflict of Interest
6. Approval of November 2024 financial report
7. Consent Agenda
  - a. Approval of November 18, 2024 meeting minutes
  - b. Approval of payment of December 2024 budget claims
  - c. Resignation of [Alisha Halverson](#), Lake Preston Paraprofessional
8. Discussion Items
  - a. Assistant Director's Report
  - b. Director's Report
  - c. Board of Advisors Report
  - d. Discussion of FY24 Audit Report
  - e. Director and Business Manager Evaluations
9. Action Items
  - a. Approval of FY24 Audit Report
10. Executive Session
  - a. SDCL 1-25-1(1). Discussion the qualifications, competence, performance, character or fitness of any public officer or employer or prospective public officer or employee
11. Adjourn

Next Meeting will be held January 20, 2025 at 7:00pm

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE**  
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS, AND CASH BALANCES

	General Fund (10)	Special Education Fund (22)	Custodial Fund (71)	TOTAL ALL FUNDS
<b>CASH BALANCE</b>				
<b>November 1, 2024</b>	\$216,600.82	\$841,873.51	\$11,743.47	\$1,070,217.80

Receipts:

**Local Sources:**

1312 Center Base Tuition		\$104,322.85		\$104,322.85
1332 Extended School Year Tuition				\$0.00
1510 Interest	\$6.08	\$230.65		\$236.73
1941 ESA 1 OTHER SOURCES				\$0.00
1941 ESA 1 LEA Assessments				\$0.00
1941 Shared Services LEAs				\$0.00
1950 Refund Prior Year Expense				\$0.00
1990 Entry Fee				\$0.00
1990 SPED Assessments	\$408.70	\$163,009.05		\$163,417.75
1990 Reading Recovery				\$0.00
1990 Reading Recovery-Other LEAs				\$0.00
1990 Miscellaneous			\$1,429.18	\$1,429.18
1990 Northern Plains				\$0.00
1990 Special Projects-Indirect Cost				\$0.00
1990 Drug & Alcohol Pool	\$8,091.00			\$8,091.00
1990 Expensed Mileage				\$0.00

**State Sources:**

3119 Grants-in-Aid: Ed. Specialist		\$55,549.29		\$55,549.29
3900 Part C Funds		\$3,158.43		\$3,158.43
3900 Part B Funds				\$0.00
3900 ESA 1				\$0.00

**Federal Sources:**

4175 MTSS				\$0.00
4175 IDEA Part B 611		\$223,510.00		\$223,510.00
4175 IDEA Part B 611-Private				\$0.00
4186 IDEA Part B 619		\$5,589.00		\$5,589.00

**Other Receipts:**

120 Accounts Receivable				\$0.00
140 Due from other Governments				\$0.00
Other Receipts				\$0.00
				\$0.00

<b>Total Monthly Receipts</b>	<b>\$8,505.78</b>	<b>\$555,369.27</b>	<b>\$1,429.18</b>	<b>\$565,304.23</b>
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Balance Frwd plus Revenue to date	\$225,106.60	\$1,397,242.78	\$13,172.65	\$1,635,522.03
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Manual Journal Entry				\$0.00
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Manual Journal Entry Revenue				\$0.00
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**Less Salaries & Disbursements**

Salaries	\$3,203.05	\$397,189.50		\$400,392.55
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Disbursements	\$14,599.48	\$84,659.84	\$1,490.80	\$100,750.12
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<b>Less Total Salaries &amp; Disbursements</b>	<b>\$17,802.53</b>	<b>\$481,849.34</b>	<b>\$1,490.80</b>	<b>\$501,142.67</b>
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**CASH BALANCE**

<b>November 30, 2024</b>	<b>\$207,304.07</b>	<b>\$915,393.44</b>	<b>\$11,681.85</b>	<b>\$1,134,379.36</b>
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**Balance Sheet**

Clearing Account XX-101-002	\$0.00	\$0.00	\$0.00	\$0.00
Checking Account XX-101	\$0.00	\$629,289.88	\$11,681.85	\$640,971.73
Money Market Savings XX-105	\$207,304.07	\$192,504.81	\$0.00	\$399,808.88
Certificates of Deposit XX-106	\$0.00	\$88,598.75	\$0.00	\$88,598.75
Imprest XX-108	\$0.00	\$5,000.00	\$0.00	\$5,000.00
<b>TOTALS</b>	<b>\$207,304.07</b>	<b>\$915,393.44</b>	<b>\$11,681.85</b>	<b>\$1,134,379.36</b>
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00

Regular; Processing Month 11/2024; Accounts to Include Accounts with  
 Activity; Fund Number 10, 22

Fund: 10 GENERAL FUND

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
10 1510	INTEREST	325.00	6.08	146.96	45.22	178.04
10 1941 015	SHARED SERVICES-1 REV OTHER SOURCES- LEAs	74,760.04	0.00	74,760.04	100.00	0.00
10 1990 009	NON-SP.ED. ASSESSMENTS	4,904.25	408.70	2,043.50	41.67	2,860.75
10 1990 012	READING RECOVERY ASSESSMENTS	3,627.84	0.00	3,627.84	100.00	0.00
10 1990 073	D&A POOL ASSESSMENTS	13,000.00	8,091.00	13,000.00	100.00	0.00
10 1990 200	EXPENSED MILEAGE FROM SPED	421,754.50	0.00	93,254.34	22.11	328,500.16
Subtotal: LOCAL SOURCES		518,371.63	8,505.78	186,832.68	36.04	331,538.95
Fund Total:		518,371.63	8,505.78	186,832.68	36.04	331,538.95

Regular; Processing Month 11/2024; Accounts to Include Accounts with  
 Activity; Fund Number 10, 22

Fund: 22 SPECIAL EDUCATION FUND

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
22 1312	TUITION-CENTER BASE	999,856.35	104,322.85	290,398.61	29.04	709,457.74
22 1312 100	TUITION-ESY	105,000.00	0.00	0.00	0.00	105,000.00
22 1510	INTEREST	1,700.00	230.65	3,236.07	190.36	(1,536.07)
22 1990 003	SPED ASSESSMENTS	1,956,108.29	163,009.05	811,198.25	41.47	1,144,910.04
22 1990 018	MISCELLANEOUS	5,000.00	0.00	15.00	0.30	4,985.00
22 1990 019	SPECIAL PROJECTS INDIRECT COSTS	5,000.00	0.00	0.00	0.00	5,000.00
Subtotal: LOCAL SOURCES		3,072,664.64	267,562.55	1,104,847.93	35.96	1,967,816.71
22 3119 071	STATE GRANTS-IN-AID: ED.SPEC.	186,847.62	55,549.29	55,549.29	29.73	131,298.33
22 3900 013	STATE REVENUE: PART C FUNDS	40,000.00	3,158.43	20,196.57	50.49	19,803.43
22 3900 014	STATE REVENUE: PART B FUNDS	4,500.00	0.00	0.00	0.00	4,500.00
Subtotal: STATE SOURCES		231,347.62	58,707.72	75,745.86	32.74	155,601.76
22 4175 475	REGULAR IDEA PART B 611	2,133,285.00	223,510.00	439,927.00	20.62	1,693,358.00
22 4175 476	REGULAR IDEA PART B 611-PRIVATE SCHOOL	2,888.00	0.00	0.00	0.00	2,888.00
22 4186 486	REGULAR IDEA PART B 619	58,692.00	5,589.00	12,346.00	21.04	46,346.00
Subtotal: FEDERAL SOURCES		2,194,865.00	229,099.00	452,273.00	20.61	1,742,592.00
22 5110	OPERATING TRANSFER IN	75,000.00	0.00	0.00	0.00	75,000.00
Subtotal: 5000		75,000.00	0.00	0.00	0.00	75,000.00
Fund Total:		5,573,877.26	555,369.27	1,632,866.79	29.29	3,941,010.47

Regular; Processing Month 11/2024; Accounts to Include Accounts with  
Activity; Fund Number 10, 22

	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
Grand Total:	6,092,248.89	563,875.05	1,819,699.47	29.87	4,272,549.42

Account Number	Account Description	BUDGET	CURRENT MO.EXP.	EXP.TO DATE	% OF BUDGET	BALANCE AT EOM
<b>10</b>	<b>GENERAL FUND</b>					
1111	READING RECOVERY	\$3,627.84	\$0.00	\$0.00	0.00	\$3,627.84
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$74,760.04	\$0.00	\$0.00	0.00	\$74,760.04
2227	TECHNOLOGY SUPPORT	\$7,790.04	\$439.98	\$2,420.45	31.07	\$5,369.59
2319	BOARD OF EDUCATION SERVICES	\$14,474.00	\$914.68	\$8,826.60	60.98	\$5,647.40
2329	ADMINISTRATION	\$29,589.50	\$2,060.54	\$10,914.76	36.89	\$18,674.74
2529	ADMINISTRATION-FISCAL SERVICES	\$10,002.07	\$736.89	\$4,227.77	42.27	\$5,774.30
2542	OPERATION & MAINTENANCE BLDGS.	\$4,145.14	\$351.85	\$1,275.43	30.77	\$2,869.71
2545	VEHICLE SERVICE	\$360,983.00	\$10,869.75	\$129,484.43	35.87	\$231,498.57
2551	DRUG & ALCOHOL TESTING POOL	\$13,000.00	\$1,843.00	\$4,147.00	31.90	\$8,853.00
<b>10</b>	<b>GENERAL FUND</b>	<b>\$518,371.63</b>	<b>\$17,216.69</b>	<b>\$161,296.44</b>	<b>31.12</b>	<b>\$357,075.19</b>
<b>22</b>	<b>SPECIAL EDUCATION FUND</b>					
1221	EXTENDED SCHOOL YEAR	\$107,888.00	\$0.00	\$112,512.68	104.29	(\$4,624.68)
1223	CENTER BASE DAY PROGRAMS	\$999,856.35	\$86,042.09	\$226,142.18	22.62	\$773,714.17
1226	EARLY CHILDHOOD SERVICES	\$484,907.78	\$34,929.95	\$121,789.61	25.12	\$363,118.17
1227	PROLONGED ASSISTANCE PROGRAMS	\$0.00	\$6,808.47	\$6,808.47	0.00	(\$6,808.47)
2142	PSYCHOLOGICAL SERVICES	\$1,100,621.15	\$84,654.26	\$286,080.84	25.99	\$814,540.31
2152	SPEECH PATHOLOGY SERVICES	\$1,466,272.11	\$121,765.10	\$388,401.56	26.49	\$1,077,870.55
2171	PHYSICAL THERAPY	\$357,600.68	\$24,706.28	\$128,730.26	36.00	\$228,870.42
2172	OCCUPATIONAL THERAPY	\$592,714.97	\$38,336.67	\$175,819.78	29.66	\$416,895.19
2213	PROFESSIONAL DEVELOPMENT/PRESERVICE&TCAP	\$2,500.00	\$0.00	\$0.00	0.00	\$2,500.00
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$186,847.62	\$11,313.30	\$57,475.47	30.76	\$129,372.15
2227	TECHNOLOGY SUPPORT	\$89,585.49	\$4,758.36	\$26,447.96	29.52	\$63,137.53
2319	BOARD OF EDUCATION SERVICES	\$131,951.00	\$8,959.12	\$99,946.05	75.74	\$32,004.95
2329	ADMINISTRATION	\$340,279.20	\$23,696.70	\$125,521.69	36.89	\$214,757.51
2529	ADMINISTRATION-FISCAL SERVICES	\$115,023.80	\$8,474.21	\$48,619.27	42.27	\$66,404.53
2542	OPERATION & MAINTENANCE BLDGS.	\$47,829.11	\$4,046.37	\$14,667.81	30.67	\$33,161.30
<b>22</b>	<b>SPECIAL EDUCATION FUND</b>	<b>\$6,023,877.26</b>	<b>\$458,490.88</b>	<b>\$1,818,963.63</b>	<b>30.20</b>	<b>\$4,204,913.63</b>
<b>Grand Total:</b>		<b>\$6,542,248.89</b>	<b>\$475,707.57</b>	<b>\$1,980,260.07</b>	<b>30.27</b>	<b>\$4,561,988.82</b>

**Activity Fund Balance Report - Summary - Exclude Encumbrances**  
11/2024 - 11/2024

Regular; Beginning Month 11/2024; Processing Month 11/2024; Accounts to Include Accounts with Activity; Fund  
Number 71

Fund: 71      AGENCY FUND

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
71 430 800	IMPREST ACCOUNT	4,973.30	230.10	26.70	0.00	4,769.90
71 453	SANFORD FLEX	6,770.17	1,260.70	1,402.48	0.00	6,911.95
	Fund Total: 71	<u>11,743.47</u>	<u>1,490.80</u>	<u>1,429.18</u>	<u>0.00</u>	<u>11,681.85</u>

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 Jenkens 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, MAYSAN 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 Hayti**

*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**

## Northeast Educational Services Cooperative

## DECEMBER 2024 INVOICES

GENERAL FUND - 10

AUTOMATIVE SERVICE CENTER	FLEET MAINT	1,964.99
CENEX FLEETCARD	FLEET MAINT	5,980.52
CENTURY BUSINESS PRODUCTS, INC	TECH SUPP	19.24
CHURCHILL, MANOLIS, FREEMAN, KLUDT, BURNS LLP	SCHOOL MATTERS	6.72
DEUEL CO. CENEX	FLEET MAINT	82.49
DUST TEX SERVICE, INC.	DEC RUG USE	6.36
HAMLIN COUNTY FARMERS COOP	FLEET MAINT	606.07
HEALTH EQUITY	HSA/FLEX	3.47
KLOCKER, KAYLA	BACKGROUND CHECK	3.46
KSB SCHOOL LAW	SCHOOL MATTERS	6.00
NEBEL, JAMESON	LAWN CARE	35.20
NELSON, ANNEKE	CELL REIMB	19.20
NESC IMPREST	IMPREST	80.10
NESC PAYROLL	DEC 24	3,140.14
OTTERTAIL POWER CO.	ELEC	15.18
ROB'S AUTO REPAIR	FLEET MAINT	1,607.13
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	2.11
W.W. TIRE SERVICE	FLEET MAINT	585.21
WATERTOWN PUBLIC OPINION	MINUTES	164.71
WEBSTER AUTO CARE	FLEET MAINT	1,148.60
<b><u>GENERAL FUND TOTAL:</u></b>		<b><u>15,476.90</u></b>

SPECIAL EDUCATION FUND - 22

CASTLEWOOD SCHOOL DISTRICT	NOV CB USE FEE	742.58
CENTURY BUSINESS PRODUCTS, INC	TECH SUPP	221.24
CHURCHILL, MANOLIS, FREEMAN, KLUDT, BURNS LLP	SCHOOL MATTERS	77.33
DUST TEX SERVICE, INC.	DEC RUG USE	73.19
FREEMAN, MARISA	ASHA DUES	344.96
HAMLIN SCHOOL DISTRICT	NOV CB USE FEE	1,116.95
HEALTH EQUITY	HSA/FLEX	39.93
JOHNSON, ALYSHA	ASHA DUES	150.00
KLOCKER, KAYLA	BACKGROUND CHECK	39.79
KSB SCHOOL LAW	SCHOOL MATTERS	69.00
LAKE PRESTON SCHOOL DISTRICT	NOV CB USE FEE	742.58
PARENT	NOV 2024 MI REIMB	133.62

NEBEL, JAMESON	LAWN CARE	404.80
NELSON, ANNEKE	CELL REIMB	220.80
NESC IMPREST	IMPREST	150.00
NESC PAYROLL	DEC 24	379,475.62
OTTERTAIL POWER CO.	ELEC	174.58
REINHILLER, LISA	ED SPEC TRAVEL	238.00
SPEECH PARTNERS, LLC	SLP CONTRACTED SERVICES	14,101.01
SWENSON, CODY	REIMB MI	151.96
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	129.74
WATERTOWN PUBLIC OPINION	MINUTES	14.32
WEBSTER SCHOOL DISTRICT	NOV CB USE FEE	1,234.20
WILLIAMS, THEODORE	PSYCH CONTRACTED SERVICES	7,304.08
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>407,350.28</u>
<u>DECEMBER 2024 INVOICES TOTAL:</u>		<u>422,827.18</u>

Northeast Educational Services Cooperative

DECEMBER 2024 BMO INVOICES

GENERAL FUND - 10

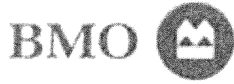
HAMLIN COUNTY PUBLISHING	EMPLOY AD	144.00
HY-VEE FOOD STORE	BOA 11/6/24	2.16
INDEED, INC	EMPLOY AD	21.52
INNOVATIVE OFFICE SOLUTIONS	ADMIN/O&M SUPP	16.21
ITC TELECOM	NOV PHONE SERVICE	35.91
USD ACCT.DEPT.	ADMIN REGIS	4.00
VERIZON WIRELESS	OCT 2024 CELL SERVICE	10.39
<b><u>FUND BALANCE TOTAL:</u></b>		<b><u>234.19</u></b>

SPECIAL EDUCATION FUND - 22

AMAZON	CB/SLP SUPP	342.96
AMERICINN LODGE & SUITES	L.R. ED SPEC TRAVEL	117.00
BROOKINGS HEALTH SYSTEMS	CB SUPP	150.00
GRAND RIVER RESORT	B.B. ED SPEC TRAVEL	110.00
HAMLIN COUNTY PUBLISHING	EMPLOY AD	1,656.00
HOLIDAY INN EXPRESS HOTEL & SUITES	B.B. ED SPEC TRAVEL	623.86
HY-VEE FOOD STORE	BOA 11/6/24	24.83
INDEED, INC	EMPLOY AD	247.44
INNOVATIVE OFFICE SOLUTIONS	ADMIN/O&M SUPP	186.37
ITC TELECOM	NOV PHONE SERVICE	412.99
USD ACCT.DEPT.	ADMIN REGIS	46.00
VERIZON WIRELESS	OCT 2024 CELL SERVICE	199.50
<b><u>SPECIAL EDUCATION FUND TOTAL:</u></b>		<b><u>4,116.95</u></b>

DECEMBER 2024 BMO INVOICES TOTAL:

**4,351.14**



# INVOICE

December 05, 2024

Northeast Educational  
310 5th Street  
Hayti, SD 57241

ATTN:

**Invoice Number: 0703531-2412**

**Invoice Amount: \$ 4,351.14**

This invoice amount represents the total balances of all Corporate Card accounts for the billing period ending December 05, 2024.

Your payment is due **January 01, 2025**.

Payment will be automatically withdrawn from your bank account if your organization has pre-arranged payment. If not, please remit payment by electronic means or by mailing a cheque for the Invoice amount to the appropriate address below. Payments must be sent with a detailed breakdown of how the payment needs to be applied, including the 16-digit card numbers or billing account and the total amount to be paid.

BMO Accounts	Diners Club Accounts
Payment By Mail	Payment By Mail
BMO P.O. Box 5732 Carol Stream, IL 60197-5732	Diners Club P.O. Box 5732 Carol Stream, IL 60197-5732
Payment By Overnight Delivery	Payment By Overnight Delivery
FIS BMO Attn: Lockbox# 5732 270 Remington Blvd, Suite B Bolingbrook, IL 60440	FIS BMO Attn: Lockbox# 5732 270 Remington Blvd, Suite B Bolingbrook, IL 60440

If you have any questions regarding this invoice or supporting documents, please contact Corporate Client Services:

BMO Accounts	Diners Club Accounts
By Phone: 1-855-825-9234	By Phone: 1-800-2-DINERS (1-800-234-6377)
By e-mail: corporate.clientservices@bmo.com	By e-mail: dinersclub.service@bmo.com

Thank you for your continued business.



Please attach a copy of this invoice or the information below this line with your cheque payment.

Northeast Educational  
310 5th Street  
Hayti, SD 57241

Invoice Number: 0703531-2412  
Amount Paid: \$ 4,351.14  
Payment Due Date: January 01, 2025

# Transaction Search - Company

All amounts are tax inclusive and displayed in their billing currency

As an administrator you may make adjustments to these transactions

BMO, Statement Period 11/06/2024 to 12/05/2024

## Mapped Cards

### Billing Account 032312

Posting Date	Tran Date	Account	Supplier	Amount
11/26/2024	11/26/2024	XXXX-XXXX-XXXX-2312	Payment - Automatic Pymt Received	-17,639.17
			Debit Total USD	0.00
			Credit Total USD	-17,639.17
			Total USD	-17,639.17

### Nelson Anneke

Posting Date	Tran Date	Account	Supplier	Amount
11/07/2024	11/06/2024	XXXX-XXXX-XXXX-1451	Hy-Vee Watertown 1871	26.99
11/13/2024	11/12/2024	XXXX-XXXX-XXXX-1451	University Of Sd	50.00
11/20/2024	11/19/2024	XXXX-XXXX-XXXX-1451	Avera Hme Brookings	150.00
			Debit Total USD	226.99
			Credit Total USD	0.00
			Total USD	226.99

### Boyd Brenda

Posting Date	Tran Date	Account	Supplier	Amount
11/13/2024	11/11/2024	XXXX-XXXX-XXXX-9401	Grand River Casino Res	110.00
11/22/2024	11/21/2024	XXXX-XXXX-XXXX-9401	Rapid City Holiday Inn	486.28
11/26/2024	11/25/2024	XXXX-XXXX-XXXX-9401	Rapid City Holiday Inn	-38.28
			Debit Total USD	596.28
			Credit Total USD	-38.28
			Total USD	558.00

### Reinhiller Lisa

Posting Date	Tran Date	Account	Supplier	Amount
11/26/2024	11/24/2024	XXXX-XXXX-XXXX-1409	Rapid City Holiday Inn	175.86
12/04/2024	12/03/2024	XXXX-XXXX-XXXX-1409	Americinn	117.00
			Debit Total USD	292.86
			Credit Total USD	0.00
			Total USD	292.86

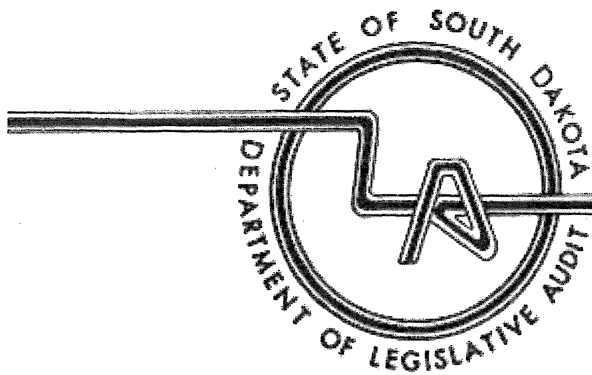
### Admin Nesc



Posting Date	Tran Date	Account	Supplier	Amount		
11/25/2024	11/23/2024	XXXX-XXXX-XXXX-7540	Innovative Office Solu	202.58	?	!
12/05/2024	12/05/2024	XXXX-XXXX-XXXX-7540	Indeed Jobs	268.96	?	!
			Debit Total USD	471.54		
			Credit Total USD	0.00		
			Total USD	471.54		

**Stormo Tiffany**

Posting Date	Tran Date	Account	Supplier	Amount		
11/06/2024	11/05/2024	XXXX-XXXX-XXXX-0837	Hamlincount	1,800.00	?	
11/11/2024	11/08/2024	XXXX-XXXX-XXXX-0837	Interstate Telecommuni	448.90	?	
11/11/2024	11/09/2024	XXXX-XXXX-XXXX-0837	Vzwrlls My Vz Vb P	209.89	?	
11/14/2024	11/13/2024	XXXX-XXXX-XXXX-0837	Amazon MktpI Kf8c89ff3	40.07	?	
11/14/2024	11/13/2024	XXXX-XXXX-XXXX-0837	Amzn Mktp US Pp1pw3tt3	112.00	?	
11/18/2024	11/17/2024	XXXX-XXXX-XXXX-0837	Amazon MktpI Nf4jh94v3	190.89	?	
			Debit Total USD	2,801.75		
			Credit Total USD	0.00		
			Total USD	2,801.75		



427 SOUTH CHAPELLE  
C/O 500 EAST CAPITOL  
PIERRE, SD 57501-5070  
(605) 773-3595

RUSSELL A. OLSON  
AUDITOR GENERAL

November 15, 2024

Tiffany Stormo, Business Manager  
Northeast Educational Services Cooperative  
PO Box 327  
Hayti, SD 57241-0327

We have reviewed and accepted your audit report on the:

Northeast Educational Services Cooperative  
(For the Fiscal Year Ended June 30, 2024)

Our review was limited to the report and did not include a review of the working papers.  
Our limited review does NOT constitute a pre-issuance review.

Please present a copy of this letter to the governing board to indicate our acceptance of the  
audit report.

Yours very truly,

Russell A. Olson  
Auditor General

RAO:sld

cc: ELO Prof. LLC  
Certified Public Accountants  
PO Box 249  
Mitchell, SD 57301

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE  
BOARD OF DIRECTORS MEETING  
Monday, December 16, 2024 7:00 P.M.**

1. Call to order
2. Introduction of guests
3. Agenda review, changes and approval
4. Public comment
5. Conflict of Interest
6. Approval of November 2024 financial report
7. Consent Agenda
  - a. Approval of November 18, 2024 meeting minutes  

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  - b. Approval of payment of December 2024 budget claims  

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  - c. Resignation of Alisha Halverson, Lake Preston Paraprofessional  

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8. Discussion Items
  - a. Assistant Director's Report  

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  - b. Director's Report  

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  - c. Board of Advisors Report  

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  - d. Discussion of FY24 Audit Report  

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  - e. Director and Business Manager Evaluations  

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9. Action Items
  - a. Approval of FY24 Audit Report  

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10. Executive Session
  - a. SDCL 1-25-1(1). Discussion the qualifications, competence, performance, character or fitness of any public officer or employer or prospective public officer or employee
11. Adjourn

Next meeting will be held January 20, 2025 at 7:00pm