

# Northeast Educational Services Cooperative

P.O. Box 327 • Hayti, South Dakota 57241

605-783-3607 • Fax 605-783-3259

February 13, 2025

Dear NESC Board Members,

Our monthly board meeting will be held on Monday February 17th, 2024 at 7:00pm. You may attend in person, virtually or by phone. Depending on your preference, information for all three options is listed below:

Physical location of meeting:

Lake Area Technical College

1201 Arrow Avenue

Watertown, SD

Phone and Virtual link via Zoom:

<https://sdk12.zoom.us/j/99257696217>

Enclosed are several documents for your review prior to the meeting. Please note that we will be looking for a small district member for the steering committee.

Sincerely,



Anneke Nelson  
NESC Director

<b>NESC Board of Directors Meeting</b>	
Date	2/17/25
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 January 2025 financial report
7. Consent Agenda
  - a. Approval of January 20, 2025 meeting minutes
  - b. Approval of payment of February 2025 budget claims
  - c. Approval of Robin Schwandt 10 month contract pay out
  - d. Approval of hire Lori Wiley Early Childhood Special Education Teacher
  - e. Approval of hire Alyssa Miller Hamlin paraprofessional
8. Discussion Items
  - a. South Dakota School Board Recognition Week
  - b. Assistant Director's Report
  - c. Director's Report
  - d. Board of Advisors Report - no meeting this month
  - e. Adding Behavior Specialist Position in Unit 1
9. Executive Session
  - a. **SD1-25-2(4)**. Negotiations
  - b. **SDCL 1-25-2(1)**. Discussion the qualifications, competence, performance, character or fitness of any public officer or employee
10. Action Items
  - a. Approval to hire Rodney Freeman to represent NESC Board during negotiations
  - b. Approval of Assistant Director contract
11. Adjourn

Next Meeting will be held March 17, 2025 at 7:00pm

Steering Committee will meet prior to the board meeting at 6:00pm

**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>				
January 1, 2025	\$195,187.66	\$852,930.46	\$10,978.48	\$1,059,096.60
Receipts:				
<b>Local Sources:</b>				
1312 Center Base Tuition		\$185,178.89		\$185,178.89
1332 Extended School Year Tuition		\$47,971.92		\$47,971.92
1510 Interest	\$22.53	\$198.80		\$221.33
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	\$603.90	\$249,896.87		\$250,500.77
1990 Reading Recovery				\$0.00
1990 Reading Recovery-Other LEAs				\$0.00
1990 Miscellaneous	\$1.64	\$18.81	\$1,702.48	\$1,722.93
1990 Northern Plains				\$0.00
1990 Special Projects-Indirect Cost				\$0.00
1990 Drug & Alcohol Pool				\$0.00
1990 Expensed Mileage	\$129,019.94			\$129,019.94
<b>State Sources:</b>				
3119 Grants-in-Aid: Ed. Specialist				\$0.00
3900 Part C Funds		\$2,480.67		\$2,480.67
3900 Part B Funds				\$0.00
3900 ESA 1				\$0.00
<b>Federal Sources:</b>				
4175 MTSS				\$0.00
4175 IDEA Part B 611		\$155,608.00		\$155,608.00
4175 IDEA Part B 611-Private				\$0.00
4186 IDEA Part B 619		\$5,589.00		\$5,589.00
<b>Other Receipts:</b>				
120 Accounts Receivable				\$0.00
140 Due from other Governments				\$0.00
Other Receipts				\$0.00
				\$0.00
<b>Total Monthly Receipts</b>	<b>\$129,648.01</b>	<b>\$646,942.96</b>	<b>\$1,702.48</b>	<b>\$778,293.45</b>
Balance Frwd plus Revenue to date	\$324,835.67	\$1,499,873.42	\$12,680.96	\$1,837,390.05
Manual Journal Entry				\$0.00
Manual Journal Entry Revenue				\$0.00
<b>Less Salaries &amp; Disbursements</b>				
Salaries	\$3,209.19	\$385,915.27		\$389,124.46
Disbursements	\$11,908.18	\$209,063.20	\$2,650.00	\$223,621.38
<b>Less Total Salaries &amp; Disbursements</b>	<b>\$15,117.37</b>	<b>\$594,978.47</b>	<b>\$2,650.00</b>	<b>\$612,745.84</b>
<b>CASH BALANCE</b>				
January 31, 2025	<b>\$309,718.30</b>	<b>\$904,894.95</b>	<b>\$10,030.96</b>	<b>\$1,224,644.21</b>

**Balance Sheet**

Clearing Account XX-101-002	\$0.00	\$0.00	\$0.00	\$0.00
Checking Account XX-101	\$4.10	\$345,611.42	\$10,030.96	\$355,646.48
Money Market Savings XX-105	\$309,714.20	\$465,684.78	\$0.00	\$775,398.98
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>\$309,718.30</b>	<b>\$904,894.95</b>	<b>\$10,030.96</b>	<b>\$1,224,644.21</b>
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00

Regular; Processing Month 01/2025; 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	22.53	169.49	52.15	155.51
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	603.90	2,860.90	58.34	2,043.35
10 1990 012	READING RECOVERY ASSESSMENTS	3,627.84	0.00	3,627.84	100.00	0.00
10 1990 018	MISCELLANEOUS	0.00	1.64	277.82	0.00	(277.82)
10 1990 073	D&A POOL ASSESSMENTS	13,000.00	0.00	13,000.00	100.00	0.00
10 1990 200	EXPENSED MILEAGE FROM SPED	421,754.50	129,019.94	222,274.28	52.70	199,480.22
Subtotal: LOCAL SOURCES		518,371.63	129,648.01	316,970.37	61.15	201,401.26
10 5140	COMPENSATION FOR LOSS OF ASSET	0.00	0.00	3,105.00	0.00	(3,105.00)
Subtotal: 5000		0.00	0.00	3,105.00	0.00	(3,105.00)
Fund Total:		518,371.63	129,648.01	320,075.37	61.75	198,296.26



Regular; Processing Month 01/2025; 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	185,178.89	507,630.79	50.77	492,225.56
22 1312 100	TUITION-ESY	105,000.00	47,971.92	112,512.68	107.15	(7,512.68)
22 1510	INTEREST	1,700.00	198.80	3,639.41	214.08	(1,939.41)
22 1990 003	SPED ASSESSMENTS	1,956,108.29	249,896.87	1,137,216.35	58.14	818,891.94
22 1990 018	MISCELLANEOUS	5,000.00	18.81	3,209.90	64.20	1,790.10
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	483,265.29	1,764,209.13	57.42	1,308,455.51
22 3119 071	STATE GRANTS-IN-AID: ED.SPEC.	186,847.62	0.00	55,549.29	29.73	131,298.33
22 3900 013	STATE REVENUE: PART C FUNDS	40,000.00	2,480.67	25,096.58	62.74	14,903.42
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	2,480.67	80,645.87	34.86	150,701.75
22 4175 475	REGULAR IDEA PART B 611	2,133,285.00	155,608.00	760,435.00	35.65	1,372,850.00
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	23,524.00	40.08	35,168.00
Subtotal: FEDERAL SOURCES		2,194,865.00	161,197.00	783,959.00	35.72	1,410,906.00
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	646,942.96	2,628,814.00	47.16	2,945,063.26

**Revenue Summary Report**  
Processing Month: 01/2025

Regular; Processing Month 01/2025; 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	776,590.97	2,948,889.37	48.40	3,143,359.52

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	\$948.93	\$3,817.94	49.01	\$3,972.10
2319	BOARD OF EDUCATION SERVICES	\$14,474.00	\$380.01	\$9,558.65	66.04	\$4,915.35
2329	ADMINISTRATION	\$29,589.50	\$2,411.92	\$15,293.31	51.68	\$14,296.19
2529	ADMINISTRATION-FISCAL SERVICES	\$10,002.07	\$737.09	\$5,701.92	57.01	\$4,300.15
2542	OPERATION & MAINTENANCE BLDGS.	\$4,145.14	\$166.86	\$1,593.98	38.45	\$2,551.16
2545	VEHICLE SERVICE	\$360,983.00	\$9,193.56	\$150,733.10	41.76	\$210,249.90
2551	DRUG & ALCOHOL TESTING POOL	\$13,000.00	\$1,279.00	\$5,426.00	41.74	\$7,574.00
<b>10</b>	<b>GENERAL FUND</b>	<b>\$518,371.63</b>	<b>\$15,117.37</b>	<b>\$192,124.90</b>	<b>37.06</b>	<b>\$326,246.73</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	\$98,262.13	\$397,279.33	39.73	\$602,577.02
1226	EARLY CHILDHOOD SERVICES	\$484,907.78	\$49,308.28	\$206,027.84	42.49	\$278,879.94
1227	PROLONGED ASSISTANCE PROGRAMS	\$0.00	\$0.00	\$6,808.47	0.00	(\$6,808.47)
2142	PSYCHOLOGICAL SERVICES	\$1,100,621.15	\$110,064.97	\$480,665.49	43.67	\$619,955.66
2152	SPEECH PATHOLOGY SERVICES	\$1,466,272.11	\$141,350.52	\$646,213.38	44.07	\$820,058.73
2171	PHYSICAL THERAPY	\$357,600.68	\$35,791.42	\$188,211.29	52.63	\$169,389.39
2172	OCCUPATIONAL THERAPY	\$592,714.97	\$95,626.29	\$299,855.01	50.59	\$292,859.96
2213	PROFESSIONAL DEVELOPMENT/PRESERVICE&TCAP	\$2,500.00	\$0.00	\$0.00	0.00	\$2,500.00
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$186,847.62	\$12,414.62	\$81,193.29	43.45	\$105,654.33
2227	TECHNOLOGY SUPPORT	\$89,585.49	\$10,611.23	\$41,916.15	46.79	\$47,669.34
2319	BOARD OF EDUCATION SERVICES	\$131,951.00	\$4,369.87	\$106,484.56	80.70	\$25,466.44
2329	ADMINISTRATION	\$340,279.20	\$27,737.44	\$175,875.80	51.69	\$164,403.40
2529	ADMINISTRATION-FISCAL SERVICES	\$115,023.80	\$8,476.52	\$65,571.95	57.01	\$49,451.85
2542	OPERATION & MAINTENANCE BLDGS.	\$47,829.11	\$1,918.87	\$18,331.09	38.33	\$29,498.02
<b>22</b>	<b>SPECIAL EDUCATION FUND</b>	<b>\$6,023,877.26</b>	<b>\$595,932.16</b>	<b>\$2,826,946.33</b>	<b>46.93</b>	<b>\$3,196,930.93</b>
<b>Grand Total:</b>		<b>\$6,542,248.89</b>	<b>\$611,049.53</b>	<b>\$3,019,071.23</b>	<b>46.15</b>	<b>\$3,523,177.66</b>

**Activity Fund Balance Report - Summary - Exclude Encumbrances**  
 01/2025 - 01/2025

Regular; Beginning Month 01/2025; Processing Month 01/2025; 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>
71 415 801	GENERAL CLEARING-AMT. HELD FOR OTHERS	0.00	2,076.60	300.00	0.00	(1,776.60)
71 430 800	IMPREST ACCOUNT	5,000.00	0.00	0.00	0.00	5,000.00
71 453	SANFORD FLEX	5,978.48	573.40	1,402.48	0.00	6,807.56
	Fund Total: 71	<u>10,978.48</u>	<u>2,650.00</u>	<u>1,702.48</u>	<u>0.00</u>	<u>10,030.96</u>

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, January 20, 2025

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, January 20, 2025 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 8:11 P.M.

**Members present:**

**In-Person:**

Alisha Nielsen, Castlewood; Malory McIntire, Clark; Carie Knutson, Deubrook; Arend Schuurman, Elkton; Chris Verhoek, Estelline; Lisa Amdahl, Summit; Penny Thyen, Waverly/South Shore; Heidi Pelzel, Wilmot

**Zoom:**

Megann Murphy, Arlington; Audrey Schuller, Britton-Hecla; Jared Tolzin, DeSmet; Wade Gubrud, Deuel; Lisa Lauterhahn, Enemy Swim Day School; Tara Abraham, Hamlin; Hanna Owen, Henry; Carrie Schiernbeck, ORR; Diane LeClair, Rosholt; Martin Looyenga, Webster; Tia Felberg, Willow Lake

**Absent:**

Jon Kahnke, Florence; Greg Bich, Iroquois; Reid McDaniel, Lake Preston; Jayme Trygstad, Sioux Valley;  
Art Berger Jr. ,Waubay

**Others Attending:**

NESC Staff Representatives: Shelly Skogstad (Z), Karlette Juhnke (Z) – left at 7:23 P.M., Stephanie Hayunga (Z), and Melissa Gent (Z) – left at 7:51 P.M.

Member District Superintendents: Travis Ahrens, Clark; Kim Kludt; Deubrook (Z) – left at 8:07 P.M.

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, Kim Kludt, Stephanie Hayunga, Karlette Juhnke, Melissa Gent and Shelly Skogstad were introduced as guests.

**Agenda Review, Changes, and Approval**

*Action #25-38* Motion by M. McIntire, second by H. Pelzel, to approve the agenda as presented. All present voted, motion carried.

**Public Comment**

No public comment was presented.

**Conflict of Interest**

No conflicts of interest were presented.

**Financial Report**

Action #25-39 Motion by A. Nielsen, second by C. Verhoek, to approve the financial report for the period ending December 31, 2024. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
<b>December 1, 2024</b>	<b>\$207,304.07</b>	<b>\$915,393.44</b>	<b>\$11,681.85</b>
<b>Receipts:</b>			
Local Sources	\$489.68	\$176,095.91	\$1,632.58
State Sources		\$2,419.34	
Federal Sources		\$170,489.00	
Other	\$3,105.00		
<b>Total Monthly Receipts</b>	<b><u>\$3,594.68</u></b>	<b><u>\$349,004.25</u></b>	<b><u>\$1,632.58</u></b>
Balance Forward	\$210,898.75	\$1,264,397.69	\$13,314.43
Manual Journal Entries			
Less Salaries	\$3,140.14	\$379,475.62	
Less Disbursements	\$12,570.95	\$31,991.61	\$2,335.95
<b>Total Salaries &amp; Disbursements</b>	<b><u>\$15,711.09</u></b>	<b><u>\$411,467.23</u></b>	<b><u>\$2,335.95</u></b>
<b>Ending Cash Balance</b>			
<b>December 31, 2024</b>	<b>\$195,187.66</b>	<b>\$852,930.46</b>	<b>\$10,978.48</b>

**Consent Agenda**

Action #25-40 Motion by H. Pelzel, second by C. Knutson to approve the following items on the Consent Agenda: 7a) Approval of December 16, 2024 Board of Directors minutes; 7b) Approval of payment of January 2025 budget claims; 7c) Approval of Resignation – Robin Schwandt – School Psychologist; 7d) Approval of Resignation – Karlette Juhnke –Early Childhood Special Education Teacher; 7e) Approval of Karlette Juhnke 9 month contract payout. All present voting in favor, motion carried.

**January 2025 Accounts Payable**

**General Fund:** 3D SECURITY.BLDG MAINT 28.96; A-I COMPUTER SOLUTIONS TECH 3.20; AUTOMATIVE SERVICE CENTER FLEET MAINT 572.67; AUTOMAXX CDJR, INC. FLEET MAINT 1,715.47; AXESS COOPERATIVE FLEET MAINT 104.81; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 133.12; BASS SANITATION INC. OCT - DEC GARB 12.12; BYTESPEED, LLC TECH EQ 318.40; CENEX FLEETCARD FLEET MAINT 4,672.15; CENTURY BUSINESS PRODUCTS TECH SUPP 8.48; DUST TEX SERVICE, INC. JAN RUG USE 6.36; EMC INSURANCE FY25 ADD VEH COV 149.08; FRITZ CHEVROLET, INC FLEET MAINT 110.37; HAMLIN COUNTY FARMERS COOP FLEET MAINT 496.47; HEALTH EQUITY HSA/FLEX 3.79; KDM EQUIPMENT FLEET MAINT 174.03; KSB SCHOOL LAW SCHOOL MATTERS 52.00; MINERT & ASSOCIATES, INC DRUG TESTING 1,279.00; NESC PAYROLL JAN 2025 3,209.19; NESC SPECIAL REVENUE PROJECTS FY25 2ND QTR EXP MI 648.87; OTTERTAIL POWER CO. ELEC 29.56; ROB'S AUTO REPAIR FLEET MAINT 301.10; STORMO, BEN DEC SNOW REMOVAL 28.80; TIME MANAGEMENT SYSTEMS TIME CLOCK 2.14; TWIN VALLEY TIRE, INC - WEBSTER FLEET MAINT 29.52; W.W. TIRE SERVICE FLEET MAINT 483.04; WATERTOWN PUBLIC OPINION MINUTES 10.74; WEBSTER AUTO CARE FLEET MAINT 533.93

**Fund Total: \$15,117.37**

**Special Education Fund:** 3D SECURITY.BLDG MAINT 333.04; A-I COMPUTER SOLUTIONS TECH 36.79; BASS SANITATION INC. OCT - DEC GARB 139.38; BIG STONE THERAPIES WATERTOWN, LLC OT CONTRACTED SERVICES 943.28; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 47,619.16; BYTESPEED, LLC TECH EQ 3,661.60; CASTLEWOOD SCHOOL DISTRICT DEC CB USE FEE 822.80; CENTURY BUSINESS PRODUCTS COPIER MAINT CONTRACT 97.52; DUST TEX SERVICE, INC. JAN RUG USE 73.19; EMC INSURANCE FY25 ADD VEH COV 1,714.37; HAMLIN SCHOOL DISTRICT DEC CB USE FEE 1,195.12; HAYUNGA, STEPHANIE AOTA DUES 234.00; HEALTH EQUITY HSA/FLEX 43.61; JENKINS LIVING CENTER COTA CONTRACTED SERVICES 923.50; KELLER-KNUDSON, CHERYL ASHA DUES 250.00; KSB SCHOOL LAW SCHOOL MATTERS 598.00; LAKE PRESTON SCHOOL DISTRICT DEC CB USE FEE 617.10; PARENT DEC 2024 MI REIMB 117.90; NEDVED, NICOLE SLP ASHA DUES 250.00; NESC PAYROLL JAN 2025 385,915.27; NESC SPECIAL REVENUE PROJECTS FY25 2ND QTR EXP MI 128,371.07; OTTERTAIL POWER CO. ELEC 339.90; SCHWINGER, MINDY SLP ASHA DUES 250.00; SPEECH PARTNERS SLP CONTRACED SERVICES 11,061.19; STORMO, BEN DEC SNOW REMOVAL 331.20; TEACHWELL SOLUTIONS OT CONTRACTED SERVICES 4,601.10; TIME MANAGEMENT SYSTEMS TIME CLOCK 131.66; WATERTOWN PUBLIC OPINION MINUTES 123.46; WEBSTER SCHOOL DISTRICT DEC CB USE FEE 1,234.20; WILLIAMS, THEODORE PSYCH CONTRACTED SERVICES 2,949.06

**Fund Total: \$594,978.47**

**Discussion Items**

**Assistant Director's Report**

Assistant Director Frewing provided an update on the Medicaid billing program.

**Director's Report**

Director Nelson reported NESC completed its DOE Compliance review and had no findings. NESC is working on recruiting for open positions. A survey was sent out to stakeholders to determine a new name for our center-based programs. She is working with districts to apply for the DOE Literature Grant. She is also completing reviews and district visits.

**Board Advisory Report**

Director Nelson reviewed the January 2025 BOA meeting.

**Update on NESC Building**

Director Nelson discussed with the board the status of the NESC building connected to the Town of Hayti building.

**Steering Committee Meeting**

The Steering Committee will meet prior to the February 17, 2025 BOD meeting at 6:00 P.M.

**Executive Session**

*Action #25-41* 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 L. Amdahl 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 8:07 P.M.

**Action Items**

**Business Manager Contract**

*Action #25-42* Motion by C. Verhoek, second by A. Nielsen to offer a contract to Business Manager Tiffany Stormo for FY26 with salary to be determined at a later date. All present voting in favor, motion carried.

**Director Contract**

*Action #25-43* Motion by M. McIntire, second by H. Pelzel to offer a contract to Director Anneke Nelson for FY26 with salary to be determined at a later date. All present voting in favor, motion carried.

**Adjournment**

*Action #25-44* With there being no further business, motion by A. Nielson, second by C. Verhoek, to adjourn. All present voted, motion carried.

The Steering Committee will meet at Lake Area Technical College in Watertown, SD on Monday, February 17, 2025 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 17, 2025 at 7:00 P.M.

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**Arend Schuurman, President**

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**Tiffany Stormo, Business Manager**

## Northeast Educational Services Cooperative

## FEBRUARY 2025 INVOICES

GENERAL FUND - 10

ACTIVE HEATING, INC.	BLDG MAINT	44.83
AXESS COOPERATIVE	FLEET MAINT	52.65
CENEX FLEETCARD	FLEET MAINT	5,920.97
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	30.40
DUST TEX SERVICE, INC.	JAN RUG USE	6.36
EMC INSURANCE	FY25 ADD VEH COV	183.24
FREEMAN, MARISA	REIMB MI/FUEL	58.72
HAMLIN COUNTY FARMERS COOP	FLEET MAINT	924.23
HEALTH EQUITY	HSA/FLEX	3.31
HEGGELUND, NICOLE	ADVANCE STUDY	40.00
HEYNER WELDING INC.	FLEET MAINT	54.64
KSB SCHOOL LAW	SCHOOL MATTERS	16.24
MINERT & ASSOCIATES, INC	DRUG TESTING	1,637.00
NESC PAYROLL	FEB 2025	3,203.72
OTTERTAIL POWER CO.	ELEC	30.06
PALMLUND AUTOMOTIVE	FLEET MAINT	879.02
PRAIRIE AG PARTNERS	FLEET MAINT	1,057.17
ROB'S AUTO REPAIR	FLEET MAINT	938.24
STEIN SIGN DISPLAY	ADMIN SUPP	7.60
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	2.14
TOWN OF HAYTI	WATER	24.96
W.W. TIRE SERVICE	FLEET MAINT	364.17
WATERTOWN PUBLIC OPINION	MINUTES	14.37
WEBSTER AUTO CARE	FLEET MAINT	422.17
<b><u>GENERAL FUND TOTAL:</u></b>		<b><u>15,916.21</u></b>

SPECIAL EDUCATION FUND - 22

ACTIVE HEATING, INC.	BLDG MAINT	515.50
BIG STONE THERAPIES WATERTOWN, LLC	OT CONTRACTED SERVICES	1,935.80
BOSSE, JENNIFER	JAN 25 MI REIBM	23.58
CASTLEWOOD SCHOOL DISTRICT	NURSE SPLIT	12,482.02
CENTURY BUSINESS PRODUCTS, INC	COPIER MAINT CONTRACT	349.55
DUST TEX SERVICE, INC.	JAN RUG USE	73.19
EMC INSURANCE	FY25 ADD VEH COV	2,107.21
FREEMAN, MARISA	REIMB MI/FUEL	564.61



HAMLIN SCHOOL DISTRICT	JAN CB USE FEE	1,236.26
HANSEN, HEATHER	ASHA DUES	250.00
HEALTH EQUITY	HSA/FLEX	38.09
HEGGELUND, NICOLE	ADVANCE STUDY	460.00
HUYVAERT, NICOL	AOTA DUES	234.00
JENKINS LIVING CENTER	COTA CONTRACTED SERVICES	195.50
KSB SCHOOL LAW	SCHOOL MATTERS	186.76
LAKE PRESTON SCHOOL DISTRICT	JAN CB USE FEE	617.10
NESC PAYROLL	FEB 2025	398,344.61
OTTERTAIL POWER CO.	ELEC	345.69
PROCARE THERAPY	OT CONTRACTED SERVICES	4,465.00
SPEECH PARTNERS, LLC	SLP CONTRACTED SERVICES	13,366.08
STEIN SIGN DISPLAY	ADMIN SUPP	87.40
SW/WC SERVICE COOPERATIVE	BEHAVIOR ANALYST CONTRACT	23,941.73
TEACHWELL SOLUTIONS	OT CONTRACTED SERVICES	1,198.05
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	131.66
TOWN OF HAYTI	WATER	287.04
WATERTOWN PUBLIC OPINION	MINUTES	165.28
WEBSTER SCHOOL DISTRICT	JAN CB USE FEE	1,234.20
WILLIAMS, THEODORE	PSYCH CONTRACTED SERVICES	9,756.10
<b><u>SPECIAL EDUCATION FUND TOTAL:</u></b>		<b><u>474,592.01</u></b>
<b><u>FEBRUARY 2025 INVOICES TOTAL:</u></b>		<b><u>490,508.22</u></b>

Northeast Educational Services Cooperative

FEBRUARY 2025 BMO INVOICES

GENERAL FUND - 10

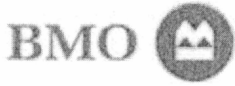
AMAZON	ADMIN SUPP	2.55
HY-VEE FOOD STORE	BOA 1/8/25	2.36
INDEED, INC	EMPLOY AD	151.98
ITC TELECOM	JAN PHONE SERVICE	35.60
NORTHERN STATE UNIVERSITY	ADMIN REGIS	31.20
PC SALES	TECH SUPP	25.54
US POSTAL SERVICE	POSTAGE	0.67
VERIZON WIRELESS	DEC CELL SERVICE	10.39
<u>GENERAL FUND TOTALS:</u>		<u>260.29</u>

SPECIAL EDUCATION FUND - 22

AMAZON	ADMIN/PSYCH SUPP	44.68
CPI	CPI SEATS	1,242.25
HY-VEE FOOD STORE	BOA 1/8/25	27.12
INDEED, INC	EMPLOY AD	1,747.75
ITC TELECOM	JAN PHONE SERVICE	409.40
MARSHALL CO. HEALTHCARE CENTER	PT/OT SERVICES	5,789.75
MULTI-HEALTH SYSTEMS, INC.	PSYCH SUPP	152.25
NORTHERN STATE UNIVERSITY	ADMIN REGIS	358.80
PC SALES	TECH SUPP	293.66
PEARSON EDUCATION	PSYCH/SLP SUPP	456.75
SANFORD WEBSTER MEDICAL CENTER	OT SERVICES	7,950.14
US POSTAL SERVICE	POSTAGE	7.73
VERIZON WIRELESS	DEC CELL SERVICE	199.50
WESTERN PSYCHOLOGICAL SERVICES	PSYCH SUPP	64.90
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>18,744.68</u>

FEBRUARY 2025 BMO INVOICES TOTAL:

19,004.97



**INVOICE**

February 05, 2025

Northeast Educational  
310 5th Street  
Hayti, SD 57241

ATTN:

**Invoice Number: 0703531-2502**

**Invoice Amount: \$ 19,004.97**

This invoice amount represents the total balances of all Corporate Card accounts for the billing period ending February 05, 2025.

Your payment is due **March 04, 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.

<b>BMO Accounts</b>	<b>Diners Club Accounts</b>
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:

<b>BMO Accounts</b>	<b>Diners Club Accounts</b>
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: 0703531-2502  
Amount Paid: \$ 19,004.97  
Payment Due Date: March 04, 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 01/06/2025 to 02/05/2025

## Mapped Cards

### Billing Account 032312

Posting Date	Tran Date	Account	Supplier	Amount
01/27/2025	01/27/2025	XXXX-XXXX-XXXX-2312	Payment - Automatic Pymt Received	-47,752.28
			Debit Total USD	0.00
			Credit Total USD	-47,752.28
			Total USD	-47,752.28

### Boyd Brenda

Posting Date	Tran Date	Account	Supplier	Amount
01/08/2025	01/08/2025	XXXX-XXXX-XXXX-9401	Crisis Prevention Inst	1,142.87
01/29/2025	01/28/2025	XXXX-XXXX-XXXX-9401	Pcsalesonline.Com	319.20
02/05/2025	02/05/2025	XXXX-XXXX-XXXX-9401	Crisis Prevention Inst	99.38
			Debit Total USD	1,561.45
			Credit Total USD	0.00
			Total USD	1,561.45

### Childhood Early

Posting Date	Tran Date	Account	Supplier	Amount
01/24/2025	01/24/2025	XXXX-XXXX-XXXX-0591	Amazon Mktpl Zg2vu5ky0	31.93
			Debit Total USD	31.93
			Credit Total USD	0.00
			Total USD	31.93

### Admin Nesc

Posting Date	Tran Date	Account	Supplier	Amount
01/16/2025	01/15/2025	XXXX-XXXX-XXXX-7540	Usps Po 4637080684	8.40
			Debit Total USD	8.40
			Credit Total USD	0.00
			Total USD	8.40

### Stormo Tiffany

Posting Date	Tran Date	Account	Supplier	Amount
01/06/2025	01/03/2025	XXXX-XXXX-XXXX-8109	Sp Mhs: Multi Health	152.25
01/09/2025	01/08/2025	XXXX-XXXX-XXXX-8109	Hy-Vee Watertown 1871	29.48

Posting Date	Tran Date	Account	Supplier	Amount	
01/09/2025	01/08/2025	XXXX-XXXX-XXXX-8109	Western Psychological	64.90	?
01/14/2025	01/13/2025	XXXX-XXXX-XXXX-8109	Marshall County Health	5,789.75	?
01/15/2025	01/15/2025	XXXX-XXXX-XXXX-8109	Vzwrlls My Vz Vb P	209.89	?
01/16/2025	01/14/2025	XXXX-XXXX-XXXX-8109	Interstate Telecommuni	445.00	?
01/16/2025	01/16/2025	XXXX-XXXX-XXXX-8109	Awl Pearson Education	456.75	?
01/21/2025	01/20/2025	XXXX-XXXX-XXXX-8109	Symplicity Corp	300.00	?
01/22/2025	01/21/2025	XXXX-XXXX-XXXX-8109	Amazon Mktpl Zc88w1ai2	15.30	?
01/22/2025	01/21/2025	XXXX-XXXX-XXXX-8109	Symplicity Corp	90.00	?
01/29/2025	01/28/2025	XXXX-XXXX-XXXX-8109	Sanford Online Bill Pa	7,950.14	?
02/03/2025	02/02/2025	XXXX-XXXX-XXXX-8109	Indeed Usi25-00578503	1,899.73	?
				Debit Total USD	17,403.19
				Credit Total USD	0.00
				Total USD	17,403.19

**Job Description for  
Behavior Specialist/Behavior Analyst**

**I. Background Information**

The Behavior Specialist/Behavior Analyst provides Provide evaluation, consultation, professional development and coaching services to NESC member district personnel, administrators and NESC staff regarding the analysis and implementation of positive behavior interventions and special education programming for students with behavioral needs.

This position is a 200 day contract

**II. Professional Responsibilities**

- A. Conduct Functional Behavior Assessments and write Behavior Intervention Plans with the assistance of NESC and district staff.
- B. Assist in coordinating, implementing and monitoring individual behavior plans for students with the assistance of NESC and district staff.
- C. Provide coaching and support to staff in maintaining effective management of student behavior.
- D. Participate as a member of the IEP team as appropriate
- E. Attend meetings, in-services, school activities and meetings scheduled and/or requested
- F. Develop and implement professional development in areas related to behavior
- G. Maintain knowledge of current laws and regulations pertaining to individuals with exceptional needs
- H. Maintain special education and other records in accordance with state requirements and also the practices of member districts.
- I. Travel to NESC member districts to conduct professional responsibilities
- J. Perform other duties as assigned.

**III. Qualifications**

Behaviors Specialist/Behavior Analyst should have a bachelor's or master's degree in psychology, social work, education or a related field. Specialized training and education considered. Board Certified Behavior Analysts (BCBA) are encouraged to apply. Strong communication skills, patience, critical thinking abilities as well as experience conducting Functional Behavior Assessments and writing Behavior Intervention plans are required. Previous experience in special education and working with students who are emotionally disturbed or autistic is preferred.



**ASBSD**  
ASSOCIATED SCHOOL BOARDS OF SOUTH DAKOTA

IN  
**APPRECIATION**

OF YOUR LEADERSHIP AND SERVICE TO OUR  
COMMUNITY'S PUBLIC SCHOOLS

**SCHOOL BOARD MEMBER NAME**

School Board Member

School District Name

THANK YOU FOR YOUR DEDICATION TO OUR  
STUDENTS, STAFF & COMMUNITY

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

**SOUTH DAKOTA SCHOOL BOARD RECOGNITION WEEK**

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE  
BOARD OF DIRECTORS MEETING  
Monday, February 17, 2025 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 January 2025 financial report
7. Consent Agenda
  - a. Approval of January 20, 2025 meeting minutes  
\_\_\_\_\_
  - b. Approval of payment of February 2025 budget claims  
\_\_\_\_\_
  - c. Approval of Robin Schwandt 10 month contract pay out  
\_\_\_\_\_
  - d. Approval of hire Lori Wiley Early Childhood Special Education Teacher  
\_\_\_\_\_
  - e. Approval of hire Alyssa Miller Hamlin paraprofessional  
\_\_\_\_\_
8. Discussion Items
  - a. South Dakota School Board Recognition Week  
\_\_\_\_\_
  - b. Assistant Director's Report  
\_\_\_\_\_
  - c. Director's Report  
\_\_\_\_\_
  - d. Board of Advisors Report – no meeting this month  
\_\_\_\_\_
  - e. Adding Behavior Specialist Position in Unit 1  
\_\_\_\_\_
9. Executive Session
  - a. **SDCL 1-25-2(4)** Negotiations
  - b. **SDCL 1-25-2(1)** Discussion the qualifications, competence, performance, character or fitness of any public officer or employee
10. Action Items
  - a. Approval to hire Rodney Freeman to represent NESC Board during negotiations  
\_\_\_\_\_
  - b. Approval to offer Assistant Director contract



11. Adjourn

Next meeting will be held March 17, 2025 at 7:00pm