

NESC Board of Directors Meeting	
Date	May 18th, 2026
Time	7:00 pm
Location	LATC Building 8 Room 803
Virtual Attendance	https://sdk12.zoom.us/j/91707297325

1. Call to order
2. Introduction of guests
3. Agenda review, changes, and approval
4. Public comment
5. Conflict of Interest
6. Approval of the April 2026 Financial Report
7. Consent Agenda
 - a. Approve April 20, 2026 Meeting Minutes
 - b. Approve May 2026 Budget Claims
 - c. Approve PD by Optimistic Teaming (\$ 9,045.00)
 - d. Approve Morgan Odegaard Resignation
 - e. Approve Mychelle Donelan ESY Contract (\$ 21.50 per hour)
 - f. Approve Tami Steffensen ESY Contract (\$ 18.00 per hour)
 - g. Approve Shari Peckenpaugh ESY Contract (\$ 23.00 per hour)
 - h. Approve Chantel Duerre contract (.6 at \$32,610.00)
8. Discussion Items
 - a. FY 26 Preliminary Budget
 - b. Assistant Director Report
 - c. Director Report
 - d. Board of Advisor's Report
 - e. Article III (Leave Policy, Other Classified Staff) – First Reading
 - f. Article VI (Drug and Alcohol Policy) – First Reading
 - g. Article XIV (Business Credit Card Policy) – First Reading
 - h. Article XVI (Non-Fixed Asset Inventory) – First Reading
9. Executive Session
 - a. **SDCL 1-25-2(4)**. Negotiations
10. Action Items
 - a.
11. Adjourn

The NESC Building Committee will meet prior to the May Board Meeting at 6pm at LATC or through the meeting virtual link.

The next meeting will be held on June 15th, 2026, at 7:00 p.m. at LATC.

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
CASH BALANCE				
APRIL 1, 2026	\$250,081.58	\$961,776.84	\$15,739.48	\$1,227,597.90
Receipts:				
Local Sources:				
1312 Center Base Tuition		\$137,653.00		\$137,653.00
1332 Extended School Year Tuition				\$0.00
1510 Interest	\$27.92	\$211.99		\$239.91
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	\$1,984.73	\$218,687.05		\$220,671.78
1990 Reading Recovery				\$0.00
1990 Reading Recovery-Other LEAs				\$0.00
1990 Miscellaneous			\$2,307.47	\$2,307.47
1990 Northern Plains				\$0.00
1990 Special Projects-Indirect Cost				\$0.00
1990 Drug & Alcohol Pool				\$0.00
1990 Expensed Mileage	\$134,161.47			\$134,161.47
State Sources:				
3119 Grants-in-Aid: Ed. Specialist		\$97,886.38		\$97,886.38
3900 Part C Funds		\$1,798.19		\$1,798.19
3900 Part B Funds				\$0.00
3900 ESA 1				\$0.00
Federal Sources:				
4175 MTSS				\$0.00
4175 IDEA Part B 611		\$168,273.00		\$168,273.00
4175 IDEA Part B 611-Private				\$0.00
4186 IDEA Part B 619		\$5,418.00		\$5,418.00
Other Receipts:				
120 Accounts Receivable				\$0.00
140 Due from other Governments				\$0.00
Other Receipts				\$0.00
				\$0.00
Total Monthly Receipts	\$136,174.12	\$629,927.61	\$2,307.47	\$768,409.20
Balance Frwd plus Revenue to date	\$386,255.70	\$1,591,704.45	\$18,046.95	\$1,996,007.10
Manual Journal Entry				\$0.00
Manual Journal Entry Revenue				\$0.00
Less Salaries & Disbursements				
Salaries	\$4,404.69	\$451,717.88		\$456,122.57
Disbursements	\$13,381.91	\$174,681.58	\$1,739.97	\$189,803.46
Less Total Salaries & Disbursements	\$17,786.60	\$626,399.46	\$1,739.97	\$645,926.03
CASH BALANCE				
APRIL 30, 2026	\$368,469.10	\$965,304.99	\$16,306.98	\$1,350,081.07

Balance Sheet

Clearing Account XX-101-002	\$0.00	\$0.00	\$0.00	\$0.00
Checking Account XX-101	\$2.69	\$251,487.42	\$16,306.98	\$267,797.09
Money Market Savings XX-105	\$368,466.41	\$614,039.62	\$0.00	\$982,506.03
Certificates of Deposit XX-106	\$0.00	\$94,777.95	\$0.00	\$94,777.95
Imprest XX-108	\$0.00	\$5,000.00	\$0.00	\$5,000.00
TOTALS	\$368,469.10	\$965,304.99	\$16,306.98	\$1,350,081.07
Cash & Balance Sheet difference	\$0.00	\$0.00	\$0.00	\$0.00

Regular; Processing Month 04/2026; Accounts to Include Accounts with Activity

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	27.92	199.34	61.34	125.66
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	23,816.59	1,984.73	19,847.30	83.33	3,969.29
10 1990 012	READING RECOVERY ASSESSMENTS	3,627.84	0.00	3,627.84	100.00	0.00
10 1990 018	MISCELLANEOUS	0.00	0.00	327.73	0.00	(327.73)
10 1990 073	D&A POOL ASSESSMENTS	13,000.00	0.00	3,114.00	23.95	9,886.00
10 1990 200	EXPENSED MILEAGE FROM SPED	488,683.00	134,161.47	370,434.29	75.80	118,248.71
	Subtotal: LOCAL SOURCES	604,212.47	136,174.12	472,310.54	78.17	131,901.93
10 5130	SALE OF SURPLUS PROPERTY	0.00	0.00	7,983.25	0.00	(7,983.25)
10 5140	COMPENSATION FOR LOSS OF ASSET	0.00	0.00	12,641.00	0.00	(12,641.00)
	Subtotal: 5000	0.00	0.00	20,624.25	0.00	(20,624.25)
	Fund Total:	604,212.47	136,174.12	492,934.79	81.58	111,277.68

Regular; Processing Month 04/2026; Accounts to Include Accounts with Activity

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	1,066,141.12	137,653.00	1,081,710.93	101.46	(15,569.81)
22 1312 100	TUITION-ESY	120,000.00	0.00	115,683.36	96.40	4,316.64
22 1510	INTEREST	1,700.00	211.99	5,984.81	352.05	(4,284.81)
22 1990 003	SPED ASSESSMENTS	2,624,244.93	218,687.05	2,186,870.50	83.33	437,374.43
22 1990 018	MISCELLANEOUS	5,000.00	0.00	3,783.85	75.68	1,216.15
22 1990 019	SPECIAL PROJECTS INDIRECT COSTS	5,000.00	0.00	0.00	0.00	5,000.00
Subtotal: LOCAL SOURCES		3,822,086.05	356,552.04	3,394,033.45	88.80	428,052.60
22 3119 071	STATE GRANTS-IN-AID: ED.SPEC.	192,451.54	97,886.38	143,804.89	74.72	48,646.65
22 3900 013	STATE REVENUE: PART C FUNDS	40,000.00	1,798.19	20,543.24	51.36	19,456.76
22 3900 014	STATE REVENUE: PART B FUNDS	4,500.00	0.00	0.00	0.00	4,500.00
Subtotal: STATE SOURCES		236,951.54	99,684.57	164,348.13	69.36	72,603.41
22 4175 475	REGULAR IDEA PART B 611	2,165,650.00	168,273.00	1,330,256.00	61.43	835,394.00
22 4175 476	REGULAR IDEA PART B 611-PRIVATE SCHOOL	1,532.00	0.00	0.00	0.00	1,532.00
22 4186 486	REGULAR IDEA PART B 619	58,723.00	5,418.00	38,220.00	65.09	20,503.00
Subtotal: FEDERAL SOURCES		2,225,905.00	173,691.00	1,368,476.00	61.48	857,429.00
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:		6,359,942.59	629,927.61	4,926,857.58	77.47	1,433,085.01

EXPENDITURE SUMMARY
Regular; Processing Month 04/2026

Account Number	Account Description	BUDGET	CURRENT MO.EXP.	EXP.TO DATE	% OF BUDGET	BALANCE AT EOM
10	GENERAL FUND					
1111	READING RECOVERY	\$3,627.84	\$0.00	\$0.00	0.00	\$3,627.84
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$74,760.04	\$1,127.13	\$4,508.52	6.03	\$70,251.52
2227	TECHNOLOGY SUPPORT	\$8,713.67	\$591.78	\$6,583.52	75.55	\$2,130.15
2319	BOARD OF EDUCATION SERVICES	\$16,434.00	(\$472.96)	\$13,096.67	79.69	\$3,337.33
2329	ADMINISTRATION	\$32,143.03	\$2,475.43	\$23,307.74	72.51	\$8,835.29
2529	ADMINISTRATION-FISCAL SERVICES	\$10,267.47	\$758.48	\$8,131.69	79.20	\$2,135.78
2542	OPERATION & MAINTENANCE BLDGS.	\$5,076.20	\$215.07	\$2,299.31	45.30	\$2,776.89
2545	VEHICLE SERVICE	\$440,190.22	\$12,173.67	\$296,606.60	67.38	\$143,583.62
2551	DRUG & ALCOHOL TESTING POOL	\$13,000.00	\$918.00	\$8,310.00	63.92	\$4,690.00
10	GENERAL FUND	\$604,212.47	\$17,786.60	\$362,844.05	60.05	\$241,368.42
22	SPECIAL EDUCATION FUND					
1221	EXTENDED SCHOOL YEAR	\$121,532.00	\$0.00	\$115,683.36	95.19	\$5,848.64
1223	CENTER BASE DAY PROGRAMS	\$1,066,141.12	\$138,140.26	\$896,095.28	84.05	\$170,045.84
1226	EARLY CHILDHOOD SERVICES	\$499,225.57	\$54,635.49	\$350,108.30	70.13	\$149,117.27
1227	PROLONGED ASSISTANCE PROGRAMS	\$0.00	\$0.00	\$3,046.34	0.00	(\$3,046.34)
2113	BEHAVIOR SPECIALIST	\$133,320.35	\$12,102.66	\$96,875.88	72.66	\$36,444.47
2142	PSYCHOLOGICAL SERVICES	\$1,190,535.29	\$115,609.09	\$796,172.30	66.88	\$394,362.99
2152	SPEECH PATHOLOGY SERVICES	\$1,548,430.12	\$149,826.99	\$1,105,774.42	71.41	\$442,655.70
2171	PHYSICAL THERAPY	\$367,097.62	\$34,940.75	\$280,539.96	76.42	\$86,557.66
2172	OCCUPATIONAL THERAPY	\$687,753.69	\$68,940.99	\$503,105.56	73.15	\$184,648.13
2213	PROFESSIONAL DEVELOPMENT/PRESERVICE&TCAP	\$2,500.00	\$0.00	\$0.00	0.00	\$2,500.00
2219	OTHER IMPROVEMENTS-INSTRUCTION	\$192,451.54	\$11,859.21	\$110,966.75	57.66	\$81,484.79
2227	TECHNOLOGY SUPPORT	\$100,207.21	\$6,810.37	\$75,879.42	75.72	\$24,327.79
2319	BOARD OF EDUCATION SERVICES	\$154,491.00	(\$5,438.90)	\$124,851.23	80.81	\$29,639.77
2329	ADMINISTRATION	\$369,644.83	\$28,467.49	\$268,039.48	72.51	\$101,605.35
2529	ADMINISTRATION-FISCAL SERVICES	\$118,075.95	\$8,722.32	\$93,512.16	79.20	\$24,563.79
2542	OPERATION & MAINTENANCE BLDGS.	\$58,536.30	\$2,713.20	\$26,682.43	45.58	\$31,853.87
22	SPECIAL EDUCATION FUND	\$6,609,942.59	\$627,329.92	\$4,847,332.87	73.33	\$1,762,609.72
71	AGENCY FUND					
6900	AGENCY ACTIVITIES	\$0.00	\$1,739.97	\$24,115.96	0.00	(\$24,115.96)
71	AGENCY FUND	\$0.00	\$1,739.97	\$24,115.96	0.00	(\$24,115.96)
Grand Total:		\$7,214,155.06	\$646,856.49	\$5,234,292.88	72.56	\$1,979,862.18

Activity Fund Balance Report - Summary - Exclude Encumbrances
04/2026 - 04/2026

Regular; Beginning Month 04/2026; Processing Month 04/2026; 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	0.00	0.00	0.00	0.00
71 430 800	IMPREST ACCOUNT	4,879.90	0.00	86.10	0.00	4,966.00
71 453	SANFORD FLEX	10,825.58	1,739.97	2,255.37	0.00	11,340.98
	Fund Total: 71	15,705.48	1,739.97	2,341.47	0.00	16,306.98

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, April 20, 2026

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, April 20, 2026 via Zoom and at Lake Area Technical College in Watertown, SD. The meeting was called to order by President Schuurman at 7:01 P.M. and adjourned at 8:24 P.M.

Members Present

In-Person:

Alisha Nielsen, Castlewood; Shane Roth, DeSmet; Wade Gubrud, Deuel; Arend Schuurman, Elkton; Tara Abraham, Hamlin; Audrey Rider, Henry; Penny Thyen, Waverly/South Shore

Zoom:

Megann Murphy, Arlington; Carrie Schiernbeck, ORR; Diana LeClair, Rosholt; Jayme Trygstad, Sioux Valley; Lisa Amdahl, Summit (arrived at 7:04); Cory Zirbel, Waubay; Tia Felberg, Willow Lake

Absent:

Heather Landreth, Britton/Hecla; Lacey Ortberg, Clark; Amy Otten, Deubrook; Skyman Redday, Enemy Swim Day School; Trish Schwartz, Estelline; Jon Kahnke, Florence; Greg Bich, Iroquois; Sterling Eschenbaum, Lake Preston; Nick Fosheim, Webster; Jacque Cameron, Wilmot

NESC Staff Representatives: Sara Lorensberg (Z), Stephanie Hayunga (Z), Brenda Boyd (Z), Teresa Landmark (Z), Todd Obele (Z), Kristy Boettcher (Z), Shelly Skogstad (Z), Julie Nelson (Z).

Member District Superintendents: Brian Sampson, Arlington; Travis Ahrens, Clark; Todd Obele, Henry (Z)

NESC Administration: Anneke Nelson, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

Other: Bre Schwandt (Z)

Call to Order

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

Introduction of Guests

Brian Sampson, Travis Ahrens, Todd Obele, Sara Lorensberg, Bre Schwandt, Stephanie Hayunga, Brenda Boyd, Teresa Landmark, Kristy Boettcher, and Shelly Skogstad were introduced as guests.

Agenda Review, Changes, and Approval

Action #26-59 Motion by C. Zirbel, second by A. Nielsen, to remove agenda items 7e and 10a and to add agenda items 10m (FY27 contract for Jennifer Mitchell, Webster Pathways Teacher @ \$51,000), 10n (FY27 contract for Talli Raml, SLP @ \$64,000), 10o (FY27 contract for Lindsey West, Educational Evaluator @ \$58,992), and 10p (FY27 contract for Shana Vander Grift, Educational Evaluator @ \$65,645.60). All present voted, motion carried.

Public Comment

A letter from Shelly Skogstad was presented.

Conflict of Interest

No conflicts of interest were presented.

Financial Report

Action #26-60 Motion by S. Roth, second by J. Trygstad, to approve the financial report for the period ending March 31, 2026. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
March 1, 2026	\$264,658.80	\$919,478.58	\$16,959.34
<u>Receipts:</u>			
Local Sources	\$1,990.35	\$362,627.09	\$2,255.37
State Sources		\$1,570.08	
Federal Sources		\$169,622.00	
Other			
<u>Total Monthly Receipts</u>	<u>\$1,990.35</u>	<u>\$533,819.17</u>	<u>\$2,255.37</u>
Balance Forward	\$335,925.31	\$1,453,297.75	\$19,214.71
Manual Journal Entries			
Less Salaries	\$4,367.89	\$446,249.60	
Less Disbursements	\$12,199.68	\$45,271.31	\$3,475.23
<u>Total Salaries & Disbursements</u>	<u>\$16,567.57</u>	<u>\$491,520.91</u>	<u>\$3,475.23</u>
Ending Cash Balance			
March 31, 2026	\$250,081.58	\$961,776.84	\$15,739.48

Consent Agenda

Action #26-61 Motion by A. Rider, second by T. Abraham to approve the following items on the Consent Agenda: 7a) Approval of March 16, 2026 Board of Directors minutes; 7b) Approval of payment of April 2026 budget claims; 7d) Approval of Unit 2 Master Negotiated Agreement; 7e) Resignation of Grace Einrem; 7f) Resignation of Abby Kramer; 7g) Resignation of Christina Flora; 7h) FY27 Contract Amendment for Danielle Meyer; 7i) FY27 Contract for Amy Yost; 7j) FY27 Contract for Alicia Schoenhard; 7k) FY27 Contract for Bre Schwandt; 7l) FY27 Contract for Hunter Lee; 7m) FY 27 Contract for Jennifer Mitchell; 7n) FY27 Contract for Talli Raml; 7o) FY27 Contract for Lindsey West; 7p) FY27 Contract for Shana Vander Grift. All present voting in favor, motion carried.

March 2026 Accounts Payable

General Fund: AUTOMAXX CDJR, INC. FLEET MAINT 79.37; AXESS COOPERATIVE FLEET MAINT 171.05; BASS SANITATION INC. JAN - MARCH GARBAGE 12.40; BMO MASTERCARD PURCH SVCS. TRAVEL, PHONE, SPLS 226.45; BROOKINGS AUTO MALL FLEET MAINT 538.09; CENEX FLEETCARD FLEET MAINT 7,060.49; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 9.11; DUST TEX SERVICE, INC. MARCH RUG USE 6.70; EMC INSURANCE ADD VEH COV 133.12; FRANKMAN MOTOR COMPANY FLEET MAINT 78.20; HAMLIN COUNTY FARMERS COOP FLEET MAINT 387.05; HEALTH EQUITY HSA/FLEX 5.34; HEYNER WELDING INC. FLEET MAINT 62.51; KSB SCHOOL LAW SCHOOL MATTERS 94.68; MILBANK FORD, INC FLEET MAINT 89.36; MINERT & ASSOCIATES, INC DRUG TESTING 918.00; NESC IMPREST 86.10; NESC PAYROLL APRIL 2026 4,404.69; NESC SPECIAL REVENUE PROJECTS FY26 3RD QTR EXP MI 534.45; PALMLUND AUTOMOTIVE FLEET MAINT 274.77; PRAIRIE AG PARTNERS FLEET MAINT 165.90; ROB'S AUTO REPAIR FLEET MAINT 1,143.49; RON'S AUTO REPAIR FLEET MAINT 572.57; SINNER AUTO FLEET MAINT 78.06; STORMO, BEN SNOW REMOVAL 105.60; SYMENS, SHANNON BACKGROUND CHECK 4.00; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 2.73; W.W. TIRE SERVICE FLEET MAINT 668.64; WATERTOWN CURRENT LLC MINUTES 6.32; WEBSTER AUTO CARE FLEET MAINT 693.02; WEBSTER TIRE FLEET MAINT 25.00

Fund Total: \$18,637.26

Special Education Fund: BASS SANITATION INC. JAN - MARCH GARBAGE 142.60; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 27,828.11; BOSSE, JENNIFER MI REIMB/ASHA DUES 274.12; CASTLEWOOD SCHOOL DISTRICT MARCH PLC USE FEE 1,874.44; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 104.80; DALY, ANGELA SLP CONTRACTED SERVICES 11,715.00; DUBRO, ANGEL REIMB MI 83.08; DUST TEX SERVICE, INC. MARCH RUG USE 77.10; EMC INSURANCE ADD VEH COV 1,530.88; HAMLIN SCHOOL DISTRICT MARCH PLC USE FEE 1,562.03; HEALTH EQUITY HSA/FLEX 61.46; KSB SCHOOL LAW SCHOOL MATTERS 1,088.82; LAKE PRESTON SCHOOL DISTRICT MARCH PLC USE FEE 624.81; PARENT MARCH 2026 MI REIMB 168.84; MITCHELL TECHNICAL INSTITUTE SLP REGIS 412.00; NELSON, ANNEKE CELL REIMB 240.00; NESC PAYROLL APRIL 2026 451,717.88 NESC SPECIAL REVENUE PROJECTS FY26 3RD QTR EXP MI 133,627.02; REINHILLER, LISA ED SPEC TRAVEL 54.00; STORMO, BEN SNOW REMOVAL 1,214.40; SYMENS, SHANNON BACKGROUND CHECK 46.00; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 168.02; WAIKEL, ERIN REIMB MI 36.00; WATERTOWN CURRENT LLC MINUTES 72.72; WEBSTER SCHOOL DISTRICT MARCH PLC USE FEE 1,457.90

Fund Total: \$636,182.03

Discussion Items

Assistant Director's Report

Assistant Director Frewing reported on collecting data for the ESY services and arranging coverage, in addition to preparing contracts for 2026-2027.

Director's Report

Director Nelson gave an update on the building and contracts.

Board of Advisors Report

Director Nelson reviewed the BOA meeting minutes from March 4, 2026 meeting.

NESC Calendar

Director Nelson discussed the draft of an NESC Calendar for the 2026-2027 school year.

Final Pathways Tuition Rates for FY 26

Business Manager Stormo presented final Pathways tuition rates to finish the 2025-2026 school year.

Executive Session

Action #26-62 Pursuant to Negotiations – SDCL 1-25-2(4) Preparing for contract negotiations or negotiating with employees or employee representatives and 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 W. Gubrud, second by J. Trygstad to enter executive session at 7:38 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 8:17 P.M.

Action Items

Approve NESC Calendar

Action #26-63 Motion by S. Roth, second by W. Gubrud to approve the NESC Calendar for 2026-2027. All present voting in favor, motion carried.

Final Pathways Tuition Rates for FY26

Action #26-64 Motion by A. Rider, second by A. Nielsen to set final Pathways Tuition rates for 2025-2026. All present voting in favor, motion carried.

Set Wages for Classified Personnel

Action #26-65 Motion by P. Thyen, second by S. Roth to set wages for classified personnel for 2026-2027. All present voting in favor, motion carried.

Offer Contracts to Unit 1, Unit 2, Classified Staff, and ESY Personnel

Action #26-66 Motion by A. Nielsen, second by J. Trygstad to offer contracts to Unit 1, Unit 2, classified staff, and ESY personnel as discussed. All present voting in favor, motion carried.

Director's Salary

Action #26-67 Motion by S. Roth, second by L. Amdahl to increase Director's salary by 1.4%. All present voting in favor, motion carried.

Interim Contract for Hunter Lee

Action #26-68 Motion by A. Rider, second by A. Nielsen to offer an interim contract for new business manager Hunter Lee, to start prior to July 1 for training. All present voting in favor, motion carried.

Adjournment

Action #26-69 With there being no further business, motion by A. Nielsen, second by C. Zirbel, 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 Monday, May 18, 2026 at 7:00 P.M.

Arend Schuurman, President

Tiffany Stormo, Business Manager

Northeast Educational Services Cooperative

MAY 2026 INVOICES

GENERAL FUND - 10

AUTOMAXX CDJR, INC.	FLEET MAINT	805.20
AXESS COOPERATIVE	FLEET MAINT	321.08
BINDE, GERALDINE	O&M SUPP	0.67
CENEX FLEETCARD	FLEET MAINT	8,497.07
DUST TEX SERVICE, INC.	APRIL RUG USE	6.70
EINSPHAR AUTO PLAZA INC.	FLEET MAINT	312.50
EMC INSURANCE	ADD VEH COV	2.40
HAHLER AUTOMOTIVE	FLEET MAINT	154.33
HAMLIN COUNTY FARMERS COOP	FLEET MAINT	242.15
HEGGELUND, NICOLE	ADVANCE STUDY	40.00
HEYNER WELDING INC.	FLEET MAINT	204.82
KSB SCHOOL LAW	SCHOOL MATTERS	20.16
LEE, HUNTER	BACKGROUND CHECK	24.58
MINERT & ASSOCIATES, INC	DRUG TESTING	971.00
NESC PAYROLL	MAY 2026	4,412.09
ROB'S AUTO REPAIR	FLEET MAINT	181.05
SINNER AUTO	FLEET MAINT	905.05
SMITH, BARTON	FLEET MAINT	669.50
STORMO, TIFFANY	REIMB MILEAGE	35.59
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	2.65
WEBSTER AUTO CARE	FLEET MAINT	942.48
<u>GENERAL FUND TOTAL:</u>		<u>18,751.07</u>

SPECIAL EDUCATION FUND - 22

BINDE, GERALDINE	O&M SUPP	7.66
CASTLEWOOD SCHOOL DISTRICT	APRIL PLC USE FEE	1,666.17
DUBRO, ANGEL	MILEAGE REIMB	48.24
DUST TEX SERVICE, INC.	APRIL RUG USE	77.10
EMC INSURANCE	ADD VEH COV	27.60
HAMLIN SCHOOL DISTRICT	APRIL PLC USE FEE	1,562.03
HAYUNGA, STEPHANIE	AOTA DUES	234.00
HEGGELUND, NICOLE	ADVANCE STUDY	460.00
KSB SCHOOL LAW	SCHOOL MATTERS	231.84
LAKE PRESTON SCHOOL DISTRICT	APRIL PLC USE FEE	624.81
LEE, HUNTER	BACKGROUND CHECK	282.70

PARENT	APRIL 2026 REIMB MILEAGE	152.76
NESC PAYROLL	MAY 2026	444,497.22
NELSON, JULIE	REIMB MILEAGE	442.87
SD DEPT. OF EDUCATION	REIMB ED SPEC	71,157.13
STORMO, TIFFANY	REIMB MILEAGE	409.29
TIME MANAGEMENT SYSTEMS, INC	TIME CLOCK	163.00
WATERTOWN CURRENT LLC	MINUTES	95.16
WEBSTER SCHOOL DISTRICT	APRIL PLC USE FEE	1,457.90
<u>SPECIAL EDUCATION FUND TOTAL:</u>		<u>523,597.48</u>
<u>MAY 2026 INVOICES TOTAL:</u>		<u>542,348.55</u>

GENERAL FUND - 10

INDEED, INC	EMPLOY AD	25.85
ITC TELECOM	APRIL 2026	33.44
MY PLACE - FORT PIERRE	H. L. ADMIN TRAVEL	26.88
OTTERTAIL POWER CO.	ELEC	14.60
RED ROSSA	H. L. ADMIN TRAVEL	2.54
SDASBO	H. L. CONF REGIS	12.00
SOUTH DAKOTA STATE UNIVERSITY	REGIS	14.00
US POSTAL SERVICE	POSTAGE	9.10
VERIZON WIRELESS	APRIL CELL SERVICE	12.46

GENERAL FUND:

150.87

SPECIAL EDUCATION FUND - 22

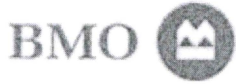
AMAZON	OT SUPP	150.71
BHSSC	C. L. REGIS	125.00
CLASI	OT REGIS	385.00
FTF BEHAVIORAL CONSULTING	S. L. REGIS	318.60
HOLIDAY INN EXPRESS-WINNER	L. R. ED SPEC TRAVEL	217.00
INDEED, INC	EMPLOY AD	297.28
ITC TELECOM	APRIL 2026	384.53
MARSHALL CO. HEALTHCARE CENTER	OT & PT SERVICES	8,512.82
MY PLACE - FORT PIERRE	H. L. ADMIN TRAVEL	309.12
OTTERTAIL POWER CO.	ELEC	167.95
PEARSON EDUCATION	PSYCH SUPP	432.46
RED ROSSA	H. L. ADMIN TRAVEL	29.26
SANFORD WEBSTER MEDICAL CENTER	OT SERVICES	11,085.57
SDASBO	H. L. CONF REGIS	138.00
SOUTH DAKOTA STATE UNIVERSITY	REGIS	161.00
US POSTAL SERVICE	POSTAGE	104.70
VERIZON WIRELESS	APRIL CELL SERVICE	223.25
WESTERN PSYCHOLOGICAL SERVICES	PSYCH SUPP	4,202.00

SPECIAL EDUCATION FUND:

27,244.25

MAY 2026 BMO INVOICES:

27,395.12



INVOICE

May 05, 2026

Northeast Educational
310 5th Street
Hayti, SD 57241

ATTN:

Invoice Number: 0703531-2605

Invoice Amount: \$ 27,395.12

This invoice amount represents the total balances of all Corporate Card accounts for the billing period ending May 05, 2026.

Your payment is due **June 01, 2026**.

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: 0703531-2605
Amount Paid: \$ 27,395.12
Payment Due Date: June 01, 2026

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 - Mastercard, Statement Period 04/06/2026 to 05/05/2026

Mapped Cards

Billing Account 032312

Posting Date	Tran Date	Account	Supplier	Amount
04/27/2026	04/27/2026	XXXX-XXXX-XXXX-2312	Payment - Automatic Pymt Received	-28,054.56
			Debit Total USD	0.00
			Credit Total USD	-28,054.56
			Total USD	-28,054.56

Nelson Anneke

Posting Date	Tran Date	Account	Supplier	Amount
04/22/2026	04/20/2026	XXXX-XXXX-XXXX-1451	Ft. Pierre My Place	336.00
04/23/2026	04/21/2026	XXXX-XXXX-XXXX-1451	Redrossa Italian Grill	31.80
			Debit Total USD	367.80
			Credit Total USD	0.00
			Total USD	367.80

Center Base Castlewood

Posting Date	Tran Date	Account	Supplier	Amount
04/28/2026	04/27/2026	XXXX-XXXX-XXXX-7409	Services	125.00
			Debit Total USD	125.00
			Credit Total USD	0.00
			Total USD	125.00

Reinhiller Lisa

Posting Date	Tran Date	Account	Supplier	Amount
04/24/2026	04/22/2026	XXXX-XXXX-XXXX-1409	Holiday Inn Express	107.00
04/24/2026	04/22/2026	XXXX-XXXX-XXXX-1409	Holiday Inn Express	110.00
			Debit Total USD	217.00
			Credit Total USD	0.00
			Total USD	217.00

Admin Nesc

Posting Date	Tran Date	Account	Supplier	Amount
04/16/2026	04/15/2026	XXXX-XXXX-XXXX-7540	Usps Po 4637080684	113.80
			Debit Total USD	113.80

Posting Date	Tran Date	Account	Supplier	Amount
			Credit Total USD	0.00
			Total USD	113.80

Stormo Tiffany

Posting Date	Tran Date	Account	Supplier	Amount
04/08/2026	04/07/2026	XXXX-XXXX-XXXX-8109	Sdsu Ipay	175.00
04/08/2026	04/08/2026	XXXX-XXXX-XXXX-8109	Vzwrlls My Vz Vb P	235.71
04/09/2026	04/07/2026	XXXX-XXXX-XXXX-8109	Interstate Telecommuni	417.97
04/09/2026	04/08/2026	XXXX-XXXX-XXXX-8109	Inddistrict	150.00
04/16/2026	04/16/2026	XXXX-XXXX-XXXX-8109	Awl Pearson Education	195.46
04/21/2026	04/20/2026	XXXX-XXXX-XXXX-8109	Otter Tail Power Compa	182.55
04/21/2026	04/20/2026	XXXX-XXXX-XXXX-8109	Sanford Online Bill Pa	11,085.57
04/22/2026	04/21/2026	XXXX-XXXX-XXXX-8109	Marshall County Health	8,512.82
04/27/2026	04/26/2026	XXXX-XXXX-XXXX-8109	Awl Pearson Education	237.00
04/28/2026	04/27/2026	XXXX-XXXX-XXXX-8109	Ftf Behavioral Consult	318.60
04/30/2026	04/29/2026	XXXX-XXXX-XXXX-8109	Amazon Mktpl Bs40h7bm0	27.23
04/30/2026	04/29/2026	XXXX-XXXX-XXXX-8109	Wps Publish	4,202.00
05/04/2026	05/01/2026	XXXX-XXXX-XXXX-8109	Www.Ci-Asi.Org	385.00
05/04/2026	05/02/2026	XXXX-XXXX-XXXX-8109	Indeed Usi26-03597728	323.13
05/04/2026	05/03/2026	XXXX-XXXX-XXXX-8109	Amazon Mktpl Bj5k497e1	123.48
			Debit Total USD	26,571.52
			Credit Total USD	0.00
			Total USD	26,571.52

Northeast Educational Services Cooperative
Advisory Board Meeting
Wednesday, May 6, 2026

The Advisory Board for the Northeast Educational Services Cooperative (NESC) met Wednesday, May 6, 2026 at HyVee in Watertown, South Dakota. The meeting was called to order by Chairman C. Lee at 10:00 A.M. and adjourned at 10:34 A.M.

Present: Brian Sampson, Arlington; Steve Benson, Britton-Hecla; Travis Ahrens, Clark; Abi Van Regenmorter, DeSmet; Chad Schiernbeck, Deuel; Kory Foss, Elkton; Mitch Reed, Florence— entered at 10:06 A.M.; Jim Hulscher, Hamlin; Todd Obele, Henry; Mike Ruth, Iroquois; Laura Schuster, Sioux Valley; Scott Lepke, Waubay; Chris Lee, Willow Lake

Absent: Angela Keszler, Castlewood; Skyler Frederick, Deubrook; Nadine Eastman, Enemy Swim; Paul Von Fischer, Estelline; Dana Felderman, Lake Preston; Dawn Hoeke, Oldham/Ramona/Rutland (ORR); Christopher Folk, Rosholt; Mike Schmidt, Summit; Jon Meyer, Waverly/South Shore; Jim Block, Webster; Nicholas Olson, Wilmot

Others Attending: Anneke Nelson, Director; Tiffany Stormo, Business Manager; Assistant Director Tim Frewing; & Hunter Lee, Business Manager

ADVISORY BOARD AGENDA

Call to Order

Chairman C. Lee called the meeting to order at 10:00 A.M.

Approval of Agenda

Motion by S. Lepke and second by T. Ahrens to approve the agenda as presented. All present voting in favor, motion carried.

Introduction of New Business Manager

Hunter Lee introduced himself and gave a brief background about himself.

Financial Report

Business Manager Stormo reviewed the financial report for March 2026.

Motion by B. Sampson and second by J. Hulscher to approve March 2026 financial report. All present voting in favor, motion carried.

Board of Directors

Director Nelson reviewed the April 2026 BOD meeting minutes.

Discussion of FY27 Preliminary Report

Business Manager Stormo reviewed the FY27 preliminary budget

NESC Contract Negotiations

Director Nelson informed the board on how the current contract negotiations are going. As well as updated the board with the possibility new changes in the negotiation structure for next year.

NESC Staffing for 26-27

Director Nelson gave an update on staffing. Director Nelson informed the board that an OTA will be on maternity leave from Sept. to mid-November.

NESC Professional Development and District Supports for 26-27

Director Nelson informed the board of future training sessions to help administration, new users, & refresh others on sped forms. The some trainings will be held virtually and will be free for those attending. On-site training will be held 8/14, 12/18, and 4/16.

Collection of IDEA Application

IDEA information is due to NESC by June 24, 2026.

Recognition of Service

Director Nelson recognized those that will be leaving NESC and thanked them for all the services that they contributed to.

Election of Chair and Vice Chair for 26-27 School Year

Motion by C. Schiernbeck and second by J. Hulscher to approve nomination of Chris Lee as Chairperson. All present voting in favor, motion carried.

Motion by A. Van Regenmorter second by B. Sampson to approve nomination of Dana Felderman as Vice Chairperson. All present voting in favor, motion carried.

Election for School Representative for the Board of Directors

Motion by T. Obele second by M. Ruth to approve nomination of Scott Lepke to represent small schools. All present voting in favor, motion carried.

Motion by S. Lepke second by A. Van Regenmorter to approve nomination of Brian Sampson to represent medium schools. All present voting in favor, motion carried.

Motion by S. Lepke second by M. Reed to approve nomination of Travis Ahrens to represent large schools. All present voting in favor, motion carried.

July Meeting

The board decided that they will be a July meeting with discussion of date meeting to be held at another time.

Open Discussion

There was an open discussion on current schools special education student to teacher ratio.


Adjournment

There being no further business, motion by J. Hulscher, second by B. Sampson to adjourn. All present voting in favor, motion carried.

Tiffany Stormo & Hunter Lee Business Managers

NESC Technology Services Proposed Options

From Josh Sumption <Josh.Sumption@swwc.org>
Date Sat 2026-03-07 8:44 AM
To Nelson, Anneke <Anneke.Nelson@k12.sd.us>
Cc Jeremy Morgan <Jeremy.Morgan@swwc.org>

 1 attachment (342 KB)
Cybersecurity 26-27 Final.pdf;

Caution: This email originated from outside the K-12 email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Anneke,
My sincere apologies for the delays in getting back to you with details for SWWC Technology Services for NESC! I'm not sure where the last few months, let alone this entire school year, has gone!

I have worked with a few of my staff members and based on the assessment of NESC's technology infrastructure and support systems we have put together the following options for your organization. I will keep the options as modular as possible, but know that in a lot of cases, the pre-requisite is the assumption of NESC participating with SWWC as a Technology Subscriber, I'll outline the ways you can achieve that status first, and then build out your options from there.

Calculations are based on approximately 73 staff positions at NESC. SWWC would be providing support for your office and also to ensure that your staff have as seamless of an experience as possible when working in school districts and elsewhere. As we discovered during the audit and as you know from when we talked last summer, there are schools where there are more challenges than others, but as we have discussed, I think placing a emphasis on security and support structure will go a long way with your school district technology leaders and hopefully result in them working with us within the short term goals of our plan.

Should you choose to move forward with SWWC providing Technical Leadership and Support, Jeremy Morgan would be your primary Technology Coordinator for this initiative. Jeremy has the full backing and support of our Technology Solutions Department and all of the expertise that our staff of 33 bring to the table. Technology support will be backed by the SWWC Technology Helpdesk, which operates from 7:00 to 4:30 Monday through Friday, excluding holidays observed by SWWC and our full staff in-service days. Needless to say, in the event of an emergency, you'll be able to get ahold of us regardless. The Helpdesk will have the ability to trim a lot of the routine issues out of needing to be elevated or directed to others who might not be immediately available.

I am also proposing that we layer SWWC's Cybersecurity Services on top of the Technology Leadership and Support Services. I am including this service I correlation with the specified Tech Services staffing level in order to provide additional eyes on your networks and staff

devices, as well as the overall security of your operating environment, both on-premise and in the cloud. This is not intended to be something to compete with the work being done by the Bureau of Information Technology (BIT), but to complement the base level of work that they do, and bring your organization to the next level. For this reason I'm considering this service in our "Snap-in" pricing structure, which is normally only offered to organizations contracting 2+ days per week. I feel strongly that the work BIT is doing will aid in the work our Cybersecurity Team will be doing.

A final item that I would recommend, but we would need to discuss its full implementation, would be our Technology Integration Services. My main objective in this recommendation is to address training needs among your staff, but my hope is also that our TI staff could begin to work more intricately with your professionals and identify ways that technology could further engage and enhance the services that you are providing to children. There might also be some opportunities here to incorporate some AI planning as well as potentially working with workshops with shared attendance from your membership. I am proposing a 1 day per month schedule that would be available throughout the school year, with the full intention of that time being very flexible and able to be used outside of the school year for in-service time. Ultimately offering to you a total of up to 9 days of programming throughout the year.

I will note that when I use the term "days" in any of these services, the day correlates to the work day of my staff and the need to allow for their commute time to and from Marshall to be taken into account. We are always flexible with this, and if staff need to be in Hayti or Watertown to present at 8:00 am to work with your schedule, we will make it work. If a day ends up running 10 hours to provide a full day with members of your staff and it works out for my staff, we won't have an issue. But routinely we will need to make sure staff are able to work within the means of their 8-hour workday. Further, if there is an emergency and we need to be onsite to deal with a significant issue, we will work within the means of the issue to resolve it. The same will apply to large projects, we want to do our best to be non-disruptive to your operations, so if a project ends up needing to be planned out outside of normal hours of operations, we will work with you to make that happen.

Here is a run-down of pricing for the services I would propose.
Northeast Education Services Cooperative (73 staff)

- 1 day per week contract base: \$40,144
- 1 day per month / 9 months Technology Integration: \$7,650
- SWWC Cybersecurity Snap-in: \$11,934.95

Total contract: \$59,728.95 / annually

Overages- Again, flexibility is a core of what we want to offer to you! That being said, sometimes things just happen that result in more time needing to be devoted than what we planned. We record hours of services provided and average things out over a month's time, allowing flexibility to move hours from neighboring months, etc. But if something does come up where a month has gone several hours over the allowance, there is an overage charge. In our day per week contracts, that overage charge aligns to our standard billing rate for "Technology Subscribers" which will be \$100.75 in 2026-2027. Also, mileage is already factored into the contracted days for Technology Services, but if there are additional trips required outside of what the contract covers, they would be billed out at the IRS reimbursement rate (currently \$0.725/mile)

Jump Start- If you are interested in jump starting things before July 1, 2026, we should be able to accommodate that and we could look at putting together some sort of special package to

accommodate it. Between Jeremy, me and the rest of our team, I think we would all feel more comfortable in being able to start working with your organization in May and June to start making a positive impact on your technology by the time staff return for the 2026-27 school year!

Please let me know if you have any questions, or if you feel that we're way out in left field with this proposal.

Thanks!

Josh Sumption | Chief Technology and Information Officer

SOUTHWEST WEST CENTRAL SERVICE COOPERATIVE

SWWC

Education & Administrative Resources

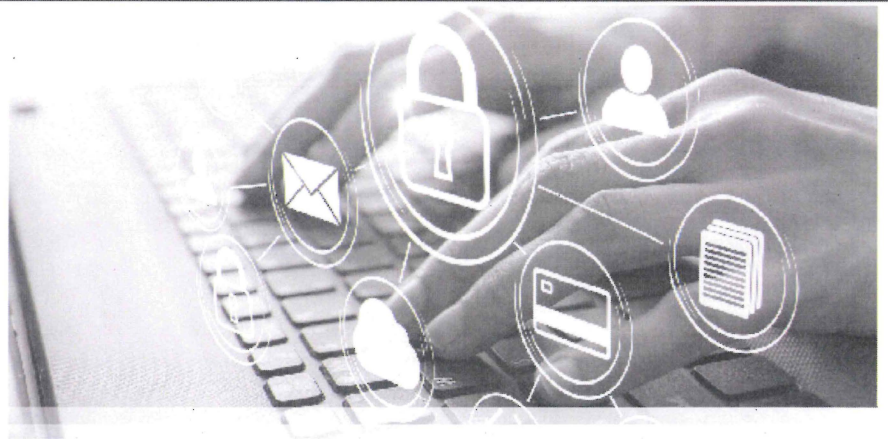
100 London Road, Marshall MN 56258

P: 507-537-2265 | www.swwc.org

Helpdesk: 507-537-2260 | helpdesk.swwc.org



SWWC CYBERSECURITY



SWWC Cybersecurity is not simply a standby response team when cyber incidents occur. We are focused on prevention and mitigation strategies to drastically reduce the need for response and make response more thorough and efficient when necessary.

Comprehensive Cybersecurity Services: Our team becomes part of your technology team providing yearly risk assessments, cybersecurity awareness training, monthly phishing campaigns, continual vulnerability scans, a Security Information and Event Management System (SIEM), cybersecurity procedure and policy development, and more.

Cyber Liability Insurance Readiness: A pillar of our service model is built around ensuring that your organization is in compliance with the ever-changing requirements of the cyber liability insurance industry. Our team strives to ensure our clients become insurable and stay insurable!

Vulnerability and Risk Assessments: We offer three levels of vulnerability and risk assessments ranging from a basic overview to an in-depth review of your security infrastructure.

Cybersecurity Awareness Training: We partnered with Infosec Institute to offer a robust library of cybersecurity awareness training with thousands of cybersecurity resources including phishing campaigns.

Endpoint Security Solutions: Through our partnerships with SentinelOne and Sophos Cybersecurity, we provide highly competitive pricing award-winning XDR/EDR next-generation endpoint protection solutions as well as Managed Detection and Response (MDR) solutions. Our team is trained to successfully design and implement solutions that will provide your environment best in industry endpoint protection.

OUR CYBERSECURITY TEAM IS YOUR CYBERSECURITY TEAM!



Josh Sumption
Chief Technology
and Information
Officer



Forrest Fosheim
Director of
Network and
Security Services



Mykel Madera
Cybersecurity
Program Architect



Lee Dubbelde
Cybersecurity
Engineer



Mason Garbe
Cybersecurity
Analyst



Walker Schaar
Cybersecurity
Specialist

Not pictured: **Zainab Quraishi** Cybersecurity Specialist

SWWC Service Cooperative
100 London Road, Marshall MN 56258

www.swwc.org/cybersecurity

ARTICLE III LEAVE POLICY, OTHER CLASSIFIED STAFF

- A. Employees will receive the following paid holidays (when they fall on regularly scheduled work days): Independence Day, Labor Day, Thanksgiving Day, Thanksgiving Friday, Christmas Eve Day, Christmas Day, New Year's Eve Day, New Year's Day, Good Friday, Easter Monday, Memorial Day, and Juneteenth (June 19th). Days worked after Christmas Day and before New Year's Eve Day will be handled in one of the following ways as decided by the employee.
- Work the day and get paid;
 - Take annual leave and get paid; or
 - Take leave without pay.
- B. Employees shall be allowed twelve (12) days of sick leave of absence on full pay (prorated by FTE). If an employee is claiming sick leave of more than three consecutive days, he/she may be required to provide the Director or Business Manager or the Cooperative Board a physician's statement verifying illness if so requested.
- C. Sick leave may be accumulated to sixty-five (65) days (prorated by FTE) and may be used for sickness of employee and/or immediate family defined as children, step children, or spouse. Up to five sick leave days will be allowed for sickness of other immediate family defined as father, mother, father-in-law, and mother-in-law.
- D. Employees will be allowed annual leave as follows (prorated by FTE).
- 1st through 5th year of employment: 10 days (80 hours) accrued at 0.83 days per month. At any given time an employee can only have a maximum of 15 days (120 hours) of accumulated annual leave.
 - 6th through 10th year of employment: 12 days (96 hours) accrued at 1.00 days per month. At any given time an employee can only have a maximum of 17 days (136 hours) of accumulated leave.
 - 11th and greater years of employment: 15 days (120 hours) accrued at 1.25 days per month. At any given time an employee can only have a maximum of 20 days (160 hours) of accumulated annual leave.
- Up to 5 days (40 hours) can be carried over to the next fiscal year (prorated by FTE). Additionally, the total annual leave, accruals, and maximums shall be prorated by FTE.
- E. Any employee called for jury duty during school hours, or who is subpoenaed to testify in a hearing during school hours in a matter in which he/she is not a named party, shall be granted leave with pay for the days or parts of days such absence is required. Any per diem received for jury or the designated subpoena absence shall be deducted from the regular salary. Such employee shall notify the Director as soon as practical for the necessity for taking jury leave.
- F. A total of five paid days (prorated by FTE) will be allowed for bereavement leave in one contract year. Employees may use available sick leave to extend bereavement by another five days (prorated by FTE) for the death of a child, step-child, a parent, or a spouse. All bereavement leave must be used prior to using any sick leave for bereavement.

ARTICLE VI DRUG AND ALCOHOL POLICY

Student and employee safety is a paramount concern to the Board. Employees under the influence of alcohol, drugs, or controlled substances are a serious risk to themselves, to students, and to other employees. Therefore, the Board will not tolerate the unlawful manufacture, use, possession, sale, distribution or being under the influence of drugs or controlled substances. Nor will the Board tolerate the unlawful use of, or being under the influence of, alcohol by an on-duty employee. **Additionally, it shall be a violation of this policy for any employee to manufacture, use, possess, sell, distribute, or be under the influence of medical cannabis in any manner inconsistent with South Dakota state law.** Any employee who violates this policy will be subject to disciplinary action which may include dismissal **and referral for prosecution.** Each employee of the cooperative is hereby notified that, as a condition of employment, the employee must abide by the terms of this policy and will report to the director any criminal drug statute convictions for a violation occurring in or on the premises of this cooperative, or while engaged in regular employment. Such notification must be made by the employee to the director no later than five days after conviction. **Should the affected employee be the director, s/he will report to the board no later than the next regular meeting of the Board.** ~~Within ten (10) days after the director receives such notification in any school district receiving district federal aid the director will report the violation to the United States Department of Education and in all cases report the violation to the State Secretary of Education.~~

Thirty days after receipt of information concerning a violation of this policy the cooperative will take appropriate disciplinary action which may include termination of employment or may require the employee to participate in drug abuse assistance or rehabilitation programs, **and possible referral for prosecution.**

The Cooperative will inform employees about this policy and the dangers of substance abuse, available substance abuse counseling and rehabilitation, and the penalties for substance abuse violations occurring in the workplace.

The Board recognizes that employees who have a drug abuse problem should be encouraged to seek professional assistance. An employee who requests assistance shall be referred to a treatment facility or agency in the community if such a facility or agency is available.

When a staff member has consumed alcoholic beverages or illegal drugs off of school property and/or before a school activity, the staff member will not be allowed on school property or to participate in school activities. Staff members who violate this regulation may be subject to the same penalties as for possession or consumption on school property. **For the purposes of this policy, "illegal drug" means narcotics, drugs, and controlled substances as defined in federal law or state law. "Illegal drugs" also includes any prescription or over-the-counter drug that does not meet the following four criteria.**

- 1. the employee has a current and valid prescription for the drug or the drug is sold over-the-counter;**
- 2. the drug is used or possessed for the purpose for which it was prescribed or sold over-the-counter;**
- 3. the drug is used or possessed at the dosage prescribed or recommended; and**
- 4. the drug is used or possessed consistent with the safe and efficient performance of the employee's job duties.**

When Cooperative officials have reasonable suspicion that a violation of this policy has occurred, the employee under suspicion will be required to submit to a test for alcohol and/or illegal drugs. NESC employees must submit to a drug or alcohol test when requested by NESC Administration. A declined test will constitute a failed test.

Any staff member who is taking a drug or medication, whether or not prescribed by the staff member's physician, which may adversely affect that staff member's ability to perform work in a safe or productive manner is required to report such use of medication to the Director. This includes drugs that are known or advertised as possibly affecting judgment, coordination, or any of the senses, including those that may cause drowsiness or dizziness. The Cooperative Board hereby commits itself to a continuing good faith effort to maintain a drug-free workplace.

A copy of this policy shall be given to all employees.

TEMPORARY DISENGAGEMENT

~~The board recognizes the inadequacies of "crisis action" and the importance of expert legal counsel in the area of dismissal for any employee. In the event of an emergency situation, the employee will be temporarily disengaged by NESC Administration, with pay, from his responsibilities and requested to await further notice from the administrative office. This action only simplifies one situation so as to maintain a proper environment for learning and in no way imputes contributory involvement to the employee. He/She may be reinstated to their responsibilities when advisable, or may be notified of suspension when investigation so indicates.~~

SUSPENSION

~~When contributory involvement is ascertainable, the employee should be suspended by NESC Administration, with pay, pending an executive session hearing before the board and a decision regarding further employment. The employee shall have full opportunity for defense against charges and to face any person who has made allegations. If any representative is to be present, both the employee and the board should be represented for advice concerning legal rights and possible legal outcomes. In the event of civil or criminal litigation, the welfare of the students shall be the only criterion on which continued employment is based.~~

~~Immediate dismissal shall be based on the provision of state law. The board shall take this step only on advice of legal counsel or on the basis of affirmative evidence supporting such action by the board.~~

~~It shall be the purpose and use of this policy to assist in the improvement of instruction and to determine future employment.~~

ARTICLE XIV BUSINESS CREDIT CARD POLICY

The Director and Business Manager are authorized to obtain credit cards in the Cooperative's name for the purpose of purchasing items and services that are coop related.

The total line of credit shall not exceed \$20,000. The Director and Business Manager are authorized to administer the credit card usage by administration and staff. Credit Cards are to be used for the following:

1. Travel costs - airline tickets, registration fees, vehicle rental, and lodging (meals are not to be purchased with credit cards).
2. Purchase of materials, supplies or equipment when the Business Manager or Director provides prior authorization.
3. Emergency purchases for coop-related items when there is insufficient time to follow regular purchase procedures.
4. On-line/internet purchases or registration where a credit card is required, and the purchase is authorized by the Business Manager or Director.

Individuals making purchases as outlined above are required to submit invoices and other such documentation as the Business Office may require prior to the credit card bill being paid to allow for proper expense coding.

The Board and NESC Administration have the authority to revoke use of any credit card if use becomes other than for which it was originally intended. If the Board or Administration revokes use of a card, the Business Manager or Director shall cancel the card the next business day after the Board of Directors meeting the card was voted to be revoked. Documentation of the cancelled card shall be presented at the following Board of Directors meeting.

The Cooperative will comply with applicable methods and procedures for payment that minimize the time elapsing between the transfer of funds and disbursement by the Cooperative, in accordance with the Cash Management Improvement Act at 31 CFR Part 205. Generally, the Cooperative receives payment from the South Dakota Department of Education on a reimbursement basis (2 CFR § 200.305). However, if the Cooperative receives an advance in federal grant funds, the Cooperative will remit interest earned on the advanced payment quarterly to the federal agency. The Cooperative may retain interest amounts up to \$500 per year for administrative expenses (2 CFR §200.305(b)(9)).

ARTICLE XVI NON-FIXED ASSET INVENTORY

An inventory of non-consumable supplies and equipment that has a value greater than or equal to \$25.00 will be kept and tracked by the business office. Inventory will be categorized by the employee that possesses the item or storage. To ensure accuracy, a written request must be made before anything is transferred between employees, from storage, or to storage. At the end of each fiscal year a listing will be sent to each employee to review for accuracy. Any supplies that are obsolete, broken, missing, or no longer usable will be declared surplus at the June Board of Directors meeting and then disposed of.

If the value of any lease or subscription is less than \$50,000 (for a term of more than one year), the business office will not track it on inventory. Otherwise, that lease or subscription gets recorded as a capital asset and is subject to depreciation.

**NORTHEAST EDUCATIONAL SERVICES COOPERATIVE
BOARD OF DIRECTORS MEETING
Monday, May 18, 2026 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 April 2026 financial report
7. Consent Agenda
 - a. Approve of April 20, 2026 meeting minutes

 - b. Approve May 2026 budget claims

 - c. Approve PD by Optimistic Teaming (\$9,045.00)

 - d. Approve Morgan Odegaard resignation

 - e. Approve Mychelle Donelan ESY contract (\$21.50 per hour)

 - f. Approve Tami Steffensen ESY contract (\$18.00 per hour)

 - g. Approve Shari Peckenpaugh ESY contract (\$23.00 per hour)

 - h. Approve Chantel Duerre contract (.6 at \$32,610.00)

8. Discussion Items
 - a. FY 26 Preliminary Budget

 - b. Assistant Director's Report

 - c. Director Report

 - d. Board of Advisor's Report

 - e. Article III (Leave Policy, Other Classified Staff) – First Reading

f. Article VI (Drug and Alcohol Policy) – First Reading

g. Article XIV (Business Credit Card Policy) – First Reading

h. Article XVI (Non-Fixed Asset Inventory) – First Reading

9. Executive Session

a. SDCL 1-25-2(4) Negotiations

10. Action items

a. _____

11. Adjourn

The NESC Building Committee will meet prior to the May Board Meeting at 6pm at LATC or through the meeting virtual link.

The next meeting will be held on June 15, 2026 at 7:00pm at LATC