

Northeast Educational Services Cooperative
Advisory Board Meeting
Wednesday January 4, 2017

The Advisory Board for the Northeast Educational Services Cooperative (NESC) met Wednesday, January 4, 2017 at Hy-Vee in Watertown, South Dakota. The meeting was called to order by Chairman Stewart at 10:05 A.M. and adjourned at 11:25 A.M.

Present: Justin Downes, Arlington; Steve Benson, Britton-Hecla; Keith Fodness, Castlewood; Luanne Warren, Clark; Abi Van Regenmorter, De Smet; Kevin Keenaghan, Deubrook; Dean Christensen, Deuel; Virginia Dolney, Enemy Swim; Jim Lentz, Estelline; Gary Leighton, Florence; Al Stewart, Grant-Deuel; Patrick Kraning, Hamlin; Steve Zirbel, Henry; Mike Ruth, Iroquois; Tim Casper, Lake Preston; Laura Schuster, Sioux Valley; John Bjorkman, Waverly; James Block, Webster; Scott Klaudt, Willow Lake; Larry Hulscher, Wilmot

Absent: Tess Appel, Rosholt; Kurt Jensen, Summit; Dean Jones, Waubay;

Others Attending: Jerry Aberle, Director; Brice Christensen, Business Manager; Tim Frewing, Assistant Director; Kari Nolte, Reading Recovery Teacher

ADVISORY BOARD AGENDA

Financial Report

Business Manager Christensen reviewed the financial report for November 2016.

Future Meeting Dates

Meeting dates will be February 8, March 1, April 5, and May 3.

Reading Recovery

Kari Nolte gave a presentation on the NESC Reading Recovery program.

There was discussion on the FY17 Reading Recovery budget. Business Manager Christensen noted that if every school that was in the program continued to participate the worst case scenario would be a \$686.33 per school increase.

December 1 Child Count Report and K-12 enrollment

Administrators are to submit the December 1 child count report and k-12 enrollment to NESC by February 1.

OT Services for 2017-18

Director Aberle explained that it may be possible to discontinue using some contracted OT services to save money. Consensus was to gather more figures and look into the situation further.

Adjournment

There being no further business, motion by Bjorkman, second by Klaudt to adjourn. All present voting in favor, motion carried.

Brice Christensen, Business Manager

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, January 16, 2017

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, January 16 at Lake Area Technical Institute in Watertown, SD. The meeting was called to order by President Koenecke at 7:08 P.M. and adjourned at 7:40 P.M.

Members present:

Martin Murphy, Arlington; Trudi Gaikowski, Clark; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Arend Schuurman, Elkton; Tracy Hlavack, Florence; Casper Niemann, Hamlin; Dave Fuller, Henry; Hailey Peterson, Rosholt; Gloria Koerlin, Sioux Valley; Sandy Hinze, Waubay; Paula Warkenthien, Willow Lake (via phone)

Absent:

Kurt Zuehlke, Britton-Hecla; Cory Akin, Castlewood; Tim Peters, Enemy Swim Day School; Ron Gorder, Estelline; Jared Engebretson, Grant-Deuel; Greg Schortzmann, Iroquois; Christy Woodcock, Lake Preston; Corrie Quale, Summit; Jeff Buchholz, Waverly/South Shore; Joel Shoemaker, Webster; Denise Lutkemeier, Wilmot

Others Attending:

NESC Staff Representatives: None present.

Member District Superintendents: Brian Jandahl, Elkton

NESC Administration: Jerry Aberle, Director; Brice Christensen, Business Manager

Call to Order

President Koenecke called the meeting to order at 7:08 P.M.

Agenda review, changes, and approval

Action #17038 Motion by C. Knutson, second by T. Gaikowski, to approve the agenda with the following additions: 6c) Approval of work agreement for Carol Kirchenberg, personal assistant. \$9.00 per hour; 8d) Renewal of Certificate of Deposit; and the following deletions: 8b) Offer contract to Director for the 2017-18 school year; 8c) Offer contract to Business Manager for the 2017-18 school year. All present voting in favor, motion carried.

Introduction of Guests

Brian Jandahl was introduced as a guests.

Conflicts of Interest

No conflicts of interest were presented.

Financial Report

Action #17039 Motion by C. Niemann, second by G. Koerlin, to approve the financial report for the period ending December 2016. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>	<u>Enterprise Fund (NPIP)</u>
December 1, 2016	\$151,936.70	\$606,640.11	\$14,950.59	\$647,772.77
<u>Receipts:</u>				
Local Sources	\$65,209.51	\$160,386.47	\$1.37	\$37,759.39
State Sources		\$5,407.90		
Federal Sources		\$139,710.00		
Other	\$2,521.00	\$12,845.00	\$5373.91	
<u>Total Monthly Receipts</u>	<u>\$67,730.51</u>	<u>\$323,193.28</u>	<u>\$5,375.28</u>	<u>\$37,759.39</u>
Total Gross Receipts	\$219,667.21	\$929,833.39	\$20,325.87	\$685,532.16
Less Salaries	\$19,953.02	\$256,797.60		
Less Disbursements	\$15,672.87	\$43,929.05	\$4,417.64	\$33,519.87
<u>Total Salaries & Disbursements</u>	<u>\$35,625.89</u>	<u>\$300,726.65</u>	<u>\$4,417.64</u>	<u>\$33,519.87</u>
Ending Cash Balance December 31, 2016	\$184,041.32	\$629,106.74	\$15,908.23	\$652,012.29

Consent Agenda

Action #17040 Motion by D. Fuller, second by C. Niemann, to approve the following items on the Consent Agenda: 6a) Approval of December 19, 2016 Board of Directors minutes; 6b) Approval of payment of January 2017 claims; 6c) Approval of work agreement for Carol Kirchenberg, personal assistant. \$9.00 per hour. All present voting in favor, motion carried.

January 2017 Accounts Payable

GENERAL FUND: BLACK HILLS STATE UNIVERSITY SDC - PURCHASED SERVICES 17,047.00; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 430.86; CENEX FLEETCARD MAINT & GASOLINE 4,183.91; CHRISTENSEN, BRICE ADVANCED STUDY/MILEAGE 79.35; CRAIG BASS SANITARY SERVICE O&M - GARBAGE SERVICE 20.77; DELYLE'S SOUTH 81 SERVICE, INC. MAINT 1,382.82; DON'S BODY SHOP MAINT 3,567.94; DUST TEX SERVICE, INC. O&M - RUG RENTAL 6.42; ESTELLINE COMMUNITY OIL CO. MAINT 39.65; FREWING, TIMOTHY ADVANCED STUDY/GAS REIMBURSE 106.53; HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 586.29; KORMANAGEMENT SERVICES, LLC DRUG & ALCOHOL POOL 2,074.33; NELSON, KASEY BOARD - FINGERPRINTS 1.48; NESC IMPREST REIMBURSE IMPREST 63.73; NESC PAYROLL CLEARING JANUARY 2017 PAYROLL 20,021.74; NORTHLAND AUTO CENTER MAINT 330.50; OTTER TAIL POWER CO. O&M - ELECTRICITY 57.84; PALMLUND AUTOMOTIVE MAINT 36.44; QUICK PRO LUBE MAINT 36.02; REINHILLER, LISA ED SPEC/ESA TRAVEL 186.00; RON'S AUTO REPAIR MAINT 314.62; SPRANG, CHANTEL VEHICLE MAINT 52.16; STORMO, BEN O&M - SNOW REMOVAL 111.09; TOWN OF HAYTI O&M- WATER/SEWER 5.72; TWIN VALLEY TIRE, INC. MAINT 314.00; W.W. TIRE SERVICE MAINT 151.7

FUND TOTAL: \$51,208.96

SPECIAL EDUCATION FUND: BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 15,134.75; EC MILEAGE TO PARENT 83.16; BRITTON-HECLA SCHOOL DISTRICT SPEECH MILEAGE 47.04; CASTLEWOOD SCHOOL DISTRICT CB FACILITY USE FEE 948.26; CHILSON, GINA SPEECH MILEAGE TO STAFF 80.64; CHRISTENSEN, BRICE ADVANCED STUDY/MILEAGE 456.77; CRAIG BASS SANITARY SERVICE O&M - GARBAGE SERVICE 108.23; DUST TEX SERVICE, INC. O&M - RUG RENTAL 33.44; FREWING, TIMOTHY ADVANCED STUDY/GAS REIMBURSE 426.00; HAMLIN SCHOOL DISTRICT CB FACILITY USE FEE 1,117.59; CB MILEAGE TO PARENT 171.36; NELSON, KASEY BOARD - FINGERPRINTS 8.52; NESC IMPREST REIMBURSE IMPREST 630.13; NESC PAYROLL CLEARING JANUARY 2017 PAYROLL 250,063.23; OTTER TAIL POWER CO. O&M - ELECTRICITY 301.44; REINHILLER, LISA ED SPEC/ESA TRAVEL 157.00; STORMO, BEN O&M - SNOW REMOVAL 578.91; TOWN OF HAYTI O&M- WATER/SEWER 29.78; WEBSTER SCHOOL DISTRICT CB FACILITY USE FEE 406.40; WENZ, MELODY SPEECH MILEAGE TO STAFF 9.24; WIESE, RITA SPEECH MILEAGE TO STAFF 23.94

FUND TOTAL: \$270,815.83

Discussion Items

January 4, 2017 Advisory Board meeting minutes

Director Aberle reviewed the minutes from the advisory meeting.

Action Items

Change February meeting date from February 20 to February 21

Action #17041 Motion by T. Hlavacek, second by T. Gaikowski to change the February meeting date from February 20 to February 21. All present voting in favor, motion carried.

Renewal of Certificate of Deposit

Action #17042 Motion by A. Schuurman, second by T. Gaikowski to let the certificate of deposit held at Reliabank automatically renew. All present voting in favor, motion carried.

Assistant Director's Report

There was no Assistant Director's report.

Director's Report

Director Aberle gave his monthly report.

Executive Session

No executive session was held.

Adjournment

Action #17042 With there being no further business, motion by C. Knutson, second by A. Schuurman, to adjourn. All present voting in favor, motion carried.

The next NESC Board of Directors meeting will be held at Lake Area Technical Institute in Watertown, SD on Tuesday, February 21, 2017 at 7:00 P.M.

Debbe Koenecke, President

Brice Christensen, Business Manager