

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, December 19, 2016

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, December 19 at Lake Area Technical Institute in Watertown, SD. The meeting was called to order by President Koenecke at 7:00 P.M. and adjourned at 7:25 P.M.

Members present:

Martin Murphy, Arlington; Cory Akin, Castlewood; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Arend Schuurman, Elkton; Todd Bjorkman, Estelline; Tracy Hlavack, Florence; Joe Homola, Hamlin; Dave Fuller, Henry; Christy Woodcock, Lake Preston; Hailey Peterson, Rosholt; Gloria Koerlin, Sioux Valley; Sandy Hinze, Waubay; Joel Shoemaker, Webster; Paula Warkenthien, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Kurt Zuehlke, Britton-Hecla; Trudi Gaikowski, Clark; Tim Peters, Enemy Swim Day School; Jared Engebretson, Grant-Deuel; Greg Schortzmann, Iroquois; Corrie Quale, Summit; Jeff Buchholz, Waverly/South Shore

Others Attending:

NESC Staff Representatives: None present.

Member District Superintendents: Brian Jandahl, Elkton

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

Call to Order

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

Agenda review, changes, and approval

Action #17033 Motion by D. Lutkemeier, second by T. Hlavacek, to approve the agenda with the following addition: 7d) DOE's study of the educational cooperatives and education service agencies; 7e) Meeting location for February 20, 2017. All present voting in favor, motion carried.

Introduction of Guests

Aubryn, Ailyn, and Adelyn Homola were introduced as guests.

Conflicts of Interest

No conflicts of interest were presented.

Financial Report

Action #17034 Motion by G. Koerlin, second by C. Akin, to approve the financial report for the period ending November 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>
November 1, 2016	\$146,372.22	\$515,858.45	\$16,652.60	\$634,279.43
<u>Receipts:</u>				
Local Sources	\$5,106.14	\$251,953.20	\$1.48	\$40,928.06
State Sources	\$4,843.91	\$11,431.13		
Federal Sources	\$15,962.00	\$129,576.00		
Other	\$19,294.90	\$30,215.00	\$731.52	
<u>Total Monthly Receipts</u>	<u>\$45,206.95</u>	<u>\$423,175.33</u>	<u>\$733.00</u>	<u>\$40,928.06</u>
Total Gross Receipts	\$191,579.17	\$939,033.78	\$17,385.60	\$675,207.49
Less Salaries	\$19,934.50	\$253,586.30		
Less Disbursements	\$19,707.97	\$78,807.37	\$2,435.02	\$27,434.72
<u>Total Salaries & Disbursements</u>	<u>\$39,642.47</u>	<u>\$332,393.67</u>	<u>\$2,435.02</u>	<u>\$27,434.72</u>
Ending Cash Balance November 30, 2016	\$151,936.70	\$606,640.11	\$14,950.58	\$647,772.77

Consent Agenda

Action #17035 Motion by C. Knutson, second by J. Homola, to approve the following items on the Consent Agenda: 6a) Approval of November 21, 2016 Board of Directors minutes; 6b) Approval of payment of December 2016 claims. All present voting in favor, motion carried.

December 2016 Accounts Payable

GENERAL FUND: BMO MASTERCARD PURCH SVCS, SPLYS, TRAVEL, PHONE 1,269.46; CENEX FLEETCARD MAINT & GASOLINE 4,248.98 CENTURY BUSINESS PRODUCTS, INC COPIER MAINTENANCE CONTRACT 95.52; CHRISTENSEN, BRICE FISCAL MILEAGE 2.67; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON BOARD - LEGAL EXPENSES 85.43; DAYS INN READING RECOVERY TRAVEL 57.00 DELYLE'S SOUTH 81 SERVICE, INC. MAINT 3,303.55; DON'S BODY SHOP MAINT 1,500.00; DUST TEX SERVICE, INC. O&M - RUG RENTAL 6.42; ECOLAB O&M - PEST CONTROL 72.45; ESTELLINE COMMUNITY OIL CO. MAINT 210.00; FRITZ CHEVROLET, INC MAINT 151.50; HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 933.68; HAMLIN COUNTY PUBLISHING BOARD - ADVERTISING 17.61 JURGENS OIL MAINT 37.91; NELSON, KASEY BOARD - FINGERPRINTS 6.40; NESC IMPREST REIMBURSE IMPREST 220.00 NESC PAYROLL CLEARING DECEMBER 2016 PAYROLL 19,953.02; NOLTE, KARI READING RECOVERY TRAVEL 52.00 NORTHLAND AUTO CENTER MAINT 1,222.47; OTTER TAIL POWER CO. O&M - ELECTRICITY 51.22; RAMKOTA INN/RIVER CENTER ADMIN TRAVEL 13.76; TOWN OF HAYTI O&M - WATER AND SEWER 5.72; W.W. TIRE SERVICE MAINT 625.63; WEBSTER AUTO CARE MAINT 225.49 WILLIAM G. NEALE, CPA FY 2016 AUDIT 1,258.0

FUND TOTAL: \$35,625.89

SPECIAL EDUCATION FUND: ANDERSON, JOYCE PSYCH MILEAGE 240.84; BMO MASTERCARD PURCH SVCS, SPLYS, TRAVEL, PHONE 16,379.99; BRITTON-HECLA SCHOOL DISTRICT PART B & C PAYMENT/SLP MILEAGE 1,484.54; CASTLEWOOD SCHOOL DISTRICT PART C PAYMENT/CB USE FEE 2,666.54; CENTURY BUSINESS PRODUCTS, INC COPIER MAINTENANCE CONTRACT 69.05; CHILSON, GINA SPEECH MILEAGE 139.02; CHRISTENSEN, BRICE FISCAL MILEAGE 15.39; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON BOARD - LEGAL EXPENSES 491.77; CLARK SCHOOL DISTRICT PART B PAYMENT 923.23; DEUBROOK SCHOOL DISTRICT PART B & C PAYMENT 2,212.71 DEUEL SCHOOL DISTRICT PART B & C PAYMENT 2,480.81; DUST TEX SERVICE, INC. O&M - RUG RENTAL 33.44; ECOLAB O&M - PEST CONTROL 377.55; ELKTON SCHOOL DISTRICT PART B PAYMENT 501.11; ESTELLINE SCHOOL DISTRICT PART C PAYMENT 357.24 FLORENCE SCHOOL DISTRICT PART C PAYMENT 970.74; HAMLIN COUNTY PUBLISHING BOARD - ADVERTISING 101.39; HAMLIN SCHOOL DISTRICT PART B PAYMENT/CB USE FEE 3,439.82; JUTTINGS GROCERY CB SUPPLIES 106.29; NELSON, KASEY BOARD - FINGERPRINTS 36.85; NESC IMPREST REIMBURSE IMPREST 691.00; NESC PAYROLL CLEARING DECEMBER 2016 PAYROLL 256,797.60; OTTER TAIL POWER CO. O&M - ELECTRICITY 266.90; RAMKOTA INN/RIVER CENTER ADMIN TRAVEL 79.24; ROSHOLT SCHOOL DISTRICT PART C PAYMENT 140.00; SIOUX VALLEY SCHOOL DISTRICT PART C PAYMENT 769.80; TOWN OF HAYTI O&M - WATER AND SEWER 29.78; WAVERLY SCHOOL

DISTRICT PART C PAYMENT 452.01;WEBSTER SCHOOL DISTRICT PART C PAYMENT/CB USE FEE 1,145.16;WENZ, MELODY SPEECH MILEAGE 68.88;WIESE, RITA SPEECH MILEAGE 15.96;WILLIAM G. NEALE, CPA FY 2016 AUDIT 7,242.00

FUND TOTAL: \$300,726.65

Discussion Items

Director Evaluation

Director evaluations were passed out. They should be mailed back to Vice-President Homola before January 9th to go over in January.

Business Manager Evaluation

Business Manager evaluations were passed out. They should be mailed back to Vice-President Homola before January 9th to go over in January.

Steering/Negotiations Committee meeting January 16, 2017

No meeting will be held in January. Steering committee will plan its first meeting for Tuesday February 21st at 5:30 p.m.

DOE's study of the educational cooperatives and education service agencies

Director Aberle and Business Manager Christensen discussed information given from the recently released study of educational cooperative from DOE. Things noted were possible legislation to remove outdated ESA language, and possibility of a best practices template from DOE.

Meeting location for February 20, 2017

February meeting will be tentatively moved to February 21, 2017 at LATI in Watertown. The board will take action to make the change official in January.

Action Items

Approval of FY2017 Audit Report

It was noted that that the agenda was incorrect saying the FY2017 Audit Report, and should have instead said FY2016 Audit Report.

Action #17036 Motion by D. Lutkemeier, second by A. Schuurman to approve the FY2016 audit report. All present voting in favor, motion carried.

Assistant Director's Report

There was no Assistant Director's report.

Director's Report

There was no Director's report.

Executive Session

No executive session was held.

Adjournment

Action #17037 With there being no further business, motion by H. Peterson, second by G. Koerlin, 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 Monday, January 16, 2016 at 7:00 P.M.

Debbe Koenecke, President

Brice Christensen, Business Manager