

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, May 21, 2018

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, May 21, 2018 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 8:48 P.M.

**Members present:**

Martin Murphy, Arlington; Cory Akin, Castlewood; Trudi Gaikowski, Clark; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Arend Schuurman, Elkton; Krecia Weinberg, Estelline; Kathy Roe, Florence; Joe Homola, Hamlin; Dave Fuller, Henry; Brett Anderson, Lake Preston; Gene Bjorklund, Sioux Valley; Sandy Hinze, Waubay; Penny Thyen, Waverly/South Shore; Joel Shoemaker, Webster; Tia Felberg, Willow Lake; Norman Koehlmoos, De Smet arriving at 8:15 P.M.

**Absent:**

Josh Hawkinson, Britton-Hecla; Evelyn Eagle, Enemy Swim Day School; Greg Schortzmann, Iroquois; Amber Hamling, Rosholt; Lisa Amdahl, Summit; Denise Lutkemeier, Wilmot

**Others Attending:**

NESC Staff Representatives: None Present

Member District Superintendents: Jim Block, Webster

NESC Administration: Jerry Aberle, Director; Tiffany Stormo, 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 #18082* Motion by C. Akin, second by B. Anderson to approve the agenda with the following addition and changes: 7j) Project AWARE Grant; 8c) Approval of contract – Nikki Johnson – academic evaluator - \$42,840 – 190 days; 9) Move executive session. All present voting in favor, motion carried.

**Introduction of Guests**

Jim Block and Chantal Sprang were introduced as guests.

**Conflicts of Interest**

No conflicts of interest.

**Executive Session**

*Action #18083* Pursuant to – Personal 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 and Pursuant to Negotiations – SDCL 1-25-2(4) Preparing for contract negotiations or negotiating with employees or employee representatives.

Motion by C. Knutson, second by K. Weinberg to enter executive session at 7:02 P.M. All present voting in favor, motion carried.

President Koenecke declared the board out of executive session at 7:32 P.M.

Motion by J. Homola, second by C. Akin to adopt the Decision, Findings of Fact and Conclusions of Law in the Matter of Chantel Sprang. All present voting in favor, motion carried.

Motion by C. Knutson, second by D. Fuller to non-renew the employment contract for Chantel Sprang with the Northeast Educational Services Cooperative for the 2018-19 school year. Murphy – abstain, Akin – aye, Gaikowski – abstain, Knutson – aye, Koenecke – aye, Schuurman – aye, Weinberg – aye, Roe – aye, Homola, - aye, Fuller – aye, Anderson – aye, Bjorklund – abstain, Hinze – aye, Thyen – aye, Shoemaker - abstain Felberg – aye, motion carried.

**Financial Report**

*Action #18084* Motion by G. Bjorklund, second by J. Homola to approve the financial report for the period ending April 30, 2018. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
<b>April 1, 2018</b>	<b>\$306,487.27</b>	<b>\$773,394.96</b>	<b>\$16,833.15</b>
<u>Receipts:</u>			
Local Sources	\$3,725.05	\$163,366.10	\$4,404.03
State Sources		\$2,988.34	
Federal Sources		\$152,976.00	
Other	\$75,635.54		\$2.46
<u>Total Monthly Receipts</u>	<u>\$75,635.54</u>	<u>\$319,3340.44</u>	<u>\$4,406.49</u>
Total Gross Receipts	\$382,122.81	\$1,092,725.40	\$23,245.61
Manual Journal Entry		\$-34.56	
Less Salaries	\$15,857.92	\$256,799.61	
Less Disbursements	\$14,080.01	\$94,523.81	\$6,412.46
<u>Total Salaries &amp; Disbursements</u>	<u>\$29,937.93</u>	<u>\$351,323.42</u>	<u>\$6,412.46</u>
<b>Ending Cash Balance April 30, 2018</b>	<b>\$352,184.88</b>	<b>\$741,367.42</b>	<b>\$16,833.15</b>

**Consent Agenda**

*Action #18085* Motion by C. Akin, second by B. Anderson to approve the following items on the Consent Agenda: 6a) Approval of April 16, 2018 Board of Directors minutes; 6b) Approval of payment of May 2018 claims; 6c) Approval of contract – Traci Ann Graham, school psychologist -\$58,500 – 190 days; 6d) Approval of 2018-19 Unit 1 and 2 ESY, Paraprofessionals, and Office Staff contracts; 6e) Approval of 2018-19 Director, Assistant Director, and Business Manager

contracts; 6f) Approval of 2018-19 Reading Recovery contracts – Pierre-\$5,304.50; Highmore Harrold-\$3,182.70; 6g) Approval of 2018-19 Unit 2 Negotiated Agreement. All present voting in favor, motion carried.

### May 2018 Accounts Payable

#### GENERAL FUND:

AAA PURE WATER WATER FILTER 13.42; AKIN, CORY 5/3/18 SP MTG MI 1.89; AUTOMATIVE SERVICE CENTER, THE MAINT 55.18; BJORKLUND, GENE 5/3/18 SP MTG MI 6.93; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 825.79; CENEX FLEETCARD MAINT & GASOLINE 4,099.11; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 146.04; DELYLE'S SOUTH 81 SERVICE, INC. MAINT 653.61; DUST TEX SERVICE, INC. APRIL RUG RENTAL 7.71; ESTELLINE COMMUNITY OIL CO. MAINT 119.98; GOLDEN WEST TECHNOLOGIES TECH EQ STAFF 1,096.80; HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 1,191.81; HAMLIN SCHOOL DISTRICT POSTAGE .82; HOMOLA, JOE 5/3/18 SP MTG MI 4.16; JEFF'S VACUUM CENTER VACUUM REPAIR 3.14; JURGENS OIL MAINT 43.40; KNUTSON, CARIE 5/3/18 SP MTG MI 4.41; LUTKEMEIER, DENISE 5/3/18 SP MTG MI 5.80; NESC IMPREST 48.50; NESC PAYROLL MAY 2018 15,952.73; NORTHLAND AUTO CENTER MAINT 102.47; OTTER TAIL POWER CO. APRIL ELECTRICITY 62.45; PLAINSMAN JOB POSTING 31.68; QUICK PRO LUBE MAINT 36.02; S & S AUTO MAINT 360.00; SANFORD HEALTH PLAN HSA/FSA FEES 13.50; SHOEMAKER, JOEL 5/3/18 SP MTG MI 6.30; STORMO, BEN APRIL SNOW REMOVAL 34.50; STORMO, TIFFANY BM MEALS 5.55; SW/WC SERVICE COOPERATIVE CONF REGIS J.A., K.S., S.L., 11.25; THYEN, PENNY 5/3/18 SP MTG MI 2.14; TOWN OF HAYTI WATER 5.32; TWIN VALLEY TIRE, INC. MAINT 773.50; W.W. TIRE SERVICE MAINT 98.32; WEBSTER AUTO CARE MAINT 36.80

**FUND TOTAL: \$25,861.03**

#### SPECIAL EDUCATION FUND:

AAA PURE WATER FILTER 76.08; AKIN, CORY 5/3/18 SP MTG MI 10.71; AL'S BODY SHOP MAINT 1,046.67; BJORKLUND, GENE 5/3/18 SP MTG MI 39.27; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 17,723.36; BRITTON-HECLA SCHOOL DISTRICT APRIL 18 MI 138.18; CASTLEWOOD SCHOOL DISTRICT APRIL 18 USE FEE 677.33; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 76.53; CHILSON, GINA APRIL 18 MI 129.36; CONRAD, LINDA APRIL MI 68.04; DUST TEX SERVICE, INC. APRIL RUG RENTAL 43.70; GOLDEN WEST TECHNOLOGIES TECH EQ STAFF 6,215.20; HAMLIN SCHOOL DISTRICT POSTAGE 878.38; HOMOLA, JOE 5/3/18 SP MTG MI 23.56; JEFF'S VACUUM CENTER VACUUM REPAIR 17.82; KNUTSON, CARIE 5/3/18 SP MTG MI 24.99; LUTKEMEIER, DENISE 5/3/18 SP MTG MI 32.84; PARENT MARCH/APRIL MI 181.44; NESC IMPREST 288.50; NESC PAYROLL MAY 2018 259,874.74; OTTER TAIL POWER CO. APRIL ELEC 353.88; PLAINSMAN JOB POSTING 179.52; SANFORD HEALTH PLAN HSA/FSA FEES 76.50; SHOEMAKER, JOEL 5/3/18 SP MTG MI 35.70; STORMO, BEN APRIL SNOW REMOVAL 195.50; STORMO, TIFFANY BM MEALS 31.45; SW/WC SERVICE COOPERATIVE CONF REGIS C.S. 363.75; THYEN, PENNY 5/3/18 SP MTG MI 12.14; TOWN OF HAYTI WATER 30.18; WEBSTER SCHOOL DISTRICT APRIL 18 USE FEE 406.40; WIESE, RITA APRIL HOME VISITS - MI 39.48

**FUND TOTAL: \$289,291.20**

### Discussion Items

#### May 2, 2018 Advisory Board meeting minutes

Director Aberle reviewed the minutes from the advisory meeting.

#### Director's Report

Director Aberle gave his monthly report.

#### Assistant Director's Report

Assistant Director Frewing gave his monthly report.

#### 2004 Ford Taurus – VIN 1FAFP52254A213338 – Follow up

Director Aberle reported that the 2004 Ford Taurus surplus vehicle was sold for \$500.

#### FY19 Preliminary Budget

Business Manager Stormo reviewed the FY19 Preliminary Budget.

#### Administrative Unit for negotiations

Director Aberle provided information on the Administrative Unit for negotiations.

Summer office hours

Director Aberle discussed an option for summer office hours. The proposed hours are as follows: June 1, 2017 – August 3, 2018---Monday through Thursday 7:30 a.m. to 3:30 p.m.; Fridays 7:30 a.m. to 12:00 p.m.

2018-19 Property and Liability Insurance

Business Manager Stormo discussed the rates for 2018-19 Property and Liability Insurance.

School Psychologist staffing for 2018-19

Director Aberle discussed School Psychologist staffing for 2018-19.

Restraint and seclusion policy

Director Aberle discussed the new Restraint and seclusion policy.

Contracting with other entities to provide services

Director Aberle discussed the possibility to contract with other entities to provide services to kids who reside at a lengthy distance from service provider.

Project AWARE Grant

Director Aberle discussed applying for the AWARE Grant.

Action Items

Set summer office hours

*Action #18086* Motion by B. Anderson, second by J. Shoemaker to set the summer office hours as follows: June 1, 2018 – August 3, 2018---Monday through Thursday 7:30 a.m. to 3:30 p.m.; Fridays 7:30 a.m. to 12:00 p.m. All present voting in favor, motion carried.

Accept audit quote for FY18 audit – William and Neale & Co., P.C. \$9,000

*Action #18087* Motion by C. Akin, second by J. Homola to approve contract from William and Neale & Co. at \$9,000. All present voting in favor, motion carried.

Approval of contract – Nikki Johnson, academic evaluator - \$42,840 – 190 days

*Action #18088* Motion by C. Akin, second by J. Homola to approve contract for Nikki Johnson, academic evaluator - \$42,840 – 190 days. All present voting in favor, motion carried.

Adjournment

*Action #18089* With there being no further business, motion by C. Knutson, second by B. Anderson 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, June 18, 2018 at 7:00 P.M.

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Debbe Koenecke, President

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Tiffany Stormo, Business Manager

Northeast Educational Services Cooperative  
Advisory Board Meeting  
Wednesday, May 2, 2018

The Advisory Board for the Northeast Educational Services Cooperative (NESC) met Wednesday, May 2, 2018 at Hy-vee in Watertown, South Dakota. The meeting was called to order by Chairman Klaudt at 10:05 A.M. and adjourned at 10:56 A.M.

Present: Steve Benson, Britton-Hecla; Keith Fodness, Castlewood; Luanne Warren, Clark; Abi Van Regenmorter, De Smet; Kimberly Kludt, Deubrook; Chad Schiernbeck, Deuel; Brian Jandahl, Elkton; Jim Lentz, Estelline; Gary Leighton, Florence; Patrick Kraning, Hamlin; Philip Schonebaum, Henry; Tess Appel, Rosholt; Laura Schuster, Sioux Valley; Jon Meyer, Waverly; Scott Klaudt, Willow Lake; Larry Hulscher, Wilmot

Absent: Justin Downes, Arlington; Virginia Dolney, Enemy Swim; Mike Ruth, Iroquois; Tim Casper, Lake Preston; Kurt Jensen, Summit; Dean Jones, Waubay; James Block, Webster

Others Attending: Jerry Aberle, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

#### ADVISORY BOARD AGENDA

##### Financial Report

Business Manager Stormo reviewed the financial report for March 2018.

##### June, July, August meetings

No meetings will be held in June, July, and August unless there is a special need.

##### BCBA Services for next year

Director Aberle gave an update that a package of 140 hours will be purchased.

##### IDEA Flowthrough Grant

Discussion was held on IDEA Flowthrough Grant.

##### Apex for 18-19

Several districts have decided to discontinue the use of apex. Director Aberle informed everyone that 50 or more seats will need to be purchased to receive a \$150 per seat cost. Billing for the seats indicated will occur in the fall 2018.

##### Paper Purchase

Business Manager Stormo informed everyone that she is currently collecting information for the group paper purchase and will soon be getting quotes.

Superintendent Rotation for Board Meetings/Summer meetings

Tess Appel of Rosholt volunteered for the open position of small school representative for the term ending 2020. Jim Block was nominated as the open position of large school representative for the term ending 2021. Laura Schuster of Sioux Valley volunteered for the open position of chairperson.

Outstanding Special Education Director for 2017-18

Brian Jandahl announced that Jerry Aberle was chosen as 2017-18 Outstanding Special Education Director of the Year.

FY19 Preliminary Budget

Business Manager Stormo presented the preliminary budget for FY19.

Adjournment

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

Tiffany Stormo, Business Manager