

Northeast Educational Services Cooperative  
Advisory Board Meeting  
Wednesday February 8, 2017

The Advisory Board for the Northeast Educational Services Cooperative (NESC) met Wednesday, February 8, 2017 at Hy-Vee in Watertown, South Dakota. The meeting was called to order by Chairman Stewart at 10:02 A.M. and adjourned at 10:50 A.M.

Present: Steve Benson, Britton-Hecla; Luanne Warren, Clark; Abi Van Regenmorter, De Smet; Dean Christensen, Deuel; Jim Lentz, Estelline; Gary Leighton, Florence; Al Stewart, Grant-Deuel; Patrick Kraning, Hamlin; Steve Zirbel, Henry; Tim Casper, Lake Preston; Laura Schuster, Sioux Valley; Kurt Jensen, Summit; John Bjorkman, Waverly; Scott Klaudt, Willow Lake;

Absent: Justin Downes, Arlington; Keith Fodness, Castlewood; Kevin Keenaghan, Deubrook; Virginia Dolney, Enemy Swim; Mike Ruth, Iroquois; Tess Appel, Rosholt; Dean Jones, Waubay; James Block, Webster; Larry Hulscher, Wilmot

Others Attending: Jerry Aberle, Director; Brice Christensen, Business Manager; Tim Frewing, Assistant Director

#### ADVISORY BOARD AGENDA

##### Financial Report

Business Manager Christensen reviewed the financial report for December 2016.

##### Reading Recovery Update and recommend rates for satellite schools

Highmore-Harold and Pierre have indicated they will still be in, while Brookings requested more time to review their budget.

Rates for satellite schools were recommended to remain the same as last year.

##### Child Count and K-12 enrollment update

Director Aberle led conversation about rising SPED child count within the cooperative. This will continue to be looked at, and could affect upcoming staffing.

##### Proposed Legislation – HB 1133

Director Aberle advised everyone to keep an eye on HB 1133 concerning a requirement for each school district to adopt a plan to provide for students with specific learning disabilities.

##### ESY

Director Aberle updated point of contacts for ESY

Motion by Lentz, second by Kraning to approve ESY rates for summer 2017 as presented. All present voting in favor, motion carried.

| NESC Para             | Certified Staff                   | Other Non-Certified Staff |
|-----------------------|-----------------------------------|---------------------------|
| \$2016-17 Hourly Rate | Hourly salary or \$28.11 per hour | \$13.40 per hour          |

Contracting for OT Services

Director Aberle presented costs between contracted services versus hiring staff. Possible savings are estimated around \$30,000.00.

Adjournment

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

Brice Christensen, Business Manager

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Tuesday, February 21, 2017

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Tuesday, February 21 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 8:50 P.M.

Members present:

Martin Murphy, Arlington; Cory Akin, Castlewood; Trudi Gaikowski, Clark; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Arend Schuurman, Elkton; Evelyn Eagle, Enemy Swim Day School; Ron Gorder, Estelline; Tracy Hlavack, Florence; Joe Homola, Hamlin; Dave Fuller, Henry; Christy Woodcock, Lake Preston; Hailey Peterson, Rosholt; Gloria Koerlin, Sioux Valley; Corrie Quale, Summit; Sandy Hinze, Waubay; Brad Howell, Waverly/South Shore; Joel Shoemaker, Webster; Paula Warkenthien, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Kurt Zuehlke, Britton-Hecla; Jared Engebretson, Grant-Deuel; Greg Schortzmann, Iroquois;

Others Attending:

NESC Staff Representatives: None present.

Member District Superintendents: Jim Block, Webster

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 #17043* Motion by C. Knutson, second by D. Lutkemeier, to approve the agenda with the following additions: 6c) Approval of work agreement for Wendi Lindner, Early Childhood Educator, \$34.73; 7e) Child Count Numbers; 7f) Contracting for Occupational Therapy Services; 7g) Staffing for 2017-2018; 7h) Shared services grant. All present voting in favor, motion carried.

Introduction of Guests

Jim Block, Isaac Gerdis, and Jared Tolzien were introduced as guests.

Conflicts of Interest

No conflicts of interest were presented.

Financial Report

*Action #17044* Motion by C. Akin, second by D. Fuller, to approve the financial report for the period ending January 2017. 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> |
|---|---------------------|-------------------------------|--------------------|-------------------------------|
| <b>January 1, 2017</b>                      | <b>\$184,041.32</b> | <b>\$629,106.74</b>           | <b>\$15,908.23</b> | <b>\$652,012.29</b>           |
| <u>Receipts:</u>                            |                     |                               |                    |                               |
| Local Sources                               | \$2,675.61          | \$179,308.44                  | \$1.55             | \$37,514.13                   |
| State Sources                               |                     | \$4,378.42                    |                    |                               |
| Federal Sources                             |                     | \$136,353.00                  |                    |                               |
| Other                                       | \$903.00            | \$3,156.85                    | \$1,407.38         |                               |
| <u>Total Monthly Receipts</u>               | <u>\$9,746.52</u>   | <u>\$323,196.71</u>           | <u>\$1,408.93</u>  | <u>\$37,514.13</u>            |
| Total Gross Receipts                        | \$193,787.84        | \$952,303.45                  | \$17,317.16        | \$689,526.42                  |
| Less Salaries                               | \$20,021.74         | \$250,063.23                  |                    |                               |
| Less Disbursements                          | \$31,187.22         | \$20,752.60                   | \$1,344.98         | \$71,780.58                   |
| <u>Total Salaries &amp; Disbursements</u>   | <u>\$51,208.96</u>  | <u>\$270,815.83</u>           | <u>\$1,344.98</u>  | <u>\$71,780.58</u>            |
| <b>Ending Cash Balance January 31, 2017</b> | <b>\$142,578.88</b> | <b>\$681,487.62</b>           | <b>\$15,972.18</b> | <b>\$617,745.84</b>           |

#### Consent Agenda

Action #17045 Motion by D. Fuller, second by C. Niemann, to approve the following items on the Consent Agenda: 6a) Approval of January 16, 2017 Board of Directors minutes; 6b) Approval of payment of February 2017 claims; 6c) Approval of work agreement for Wendi Lindner, Early Childhood Educator; \$34.73. All present voting in favor, motion carried.

#### February 2017 Accounts Payable

**GENERAL FUND:** APEX LEARNING APEX SEAT 125.00;BMO MASTERCARD PURCH SVCS, SPLYs, TRAVEL, PHONE 500.40;CENEX FLEETCARD MAINT & GASOLINE 4,462.34;CENTURY BUSINESS PRODUCTS, INC COPIER MAINTENANCE CONTRACT 11.55;CHRISTENSEN, BRICE FISCAL MILEAGE 8.02;DELYLE'S SOUTH 81 SERVICE, INC. MAINT 1,039.41;DUST TEX SERVICE, INC. O&M - RUG RENTAL 6.42;ESTELINE COMMUNITY OIL CO. MAINT 55.66;HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 1,055.74;JURGENSEN OIL MAINT 41.90;NESC IMPREST REIMBURSE IMPREST 46.77;NESC PAYROLL CLEARING FEBRUARY 2017 PAYROLL 19,947.21;NORTHLAND AUTO CENTER MAINT 246.92;OTTER TAIL POWER CO. O&M - ELECTRICITY 104.70;PALMLUND AUTOMOTIVE MAINT 24.95;ROUTE 15 BODY WORKS, INC MAINT 139.00;S & S AUTO MAINT 139.00;SD DEPT. OF REVENUE VEHICLES - TITLES, PLATES 48.60;STORMO, BEN O&M - SNOW REMOVAL 55.55;W.W. TIRE SERVICE FLEET MAINT 232.57;WEBSTER AUTO CARE MAINT 140.80;WEST UNIFIED COMMUNICATIONS ADMIN - CONFERENCE CALL 0.6

**FUND TOTAL: \$28,433.20**

**SPECIAL EDUCATION FUND:** BMO MASTERCARD PURCH SVCS, SPLYs, TRAVEL, PHONE 15,767.70; EC MILEAGE TO PARENT 83.16;BRITTON-HECLA SCHOOL DISTRICT SPEECH MILEAGE TO SCHOOL 33.18;CASTLEWOOD SCHOOL DISTRICT CB FACILITY USE FEE 909.65;CENTURY BUSINESS PRODUCTS, INC COPIER MAINTENANCE CONTRACT 30.38;CHILSON, GINA SPEECH MILEAGE TO STAFF 162.54;CHRISTENSEN, BRICE FISCAL MILEAGE 46.16;DUST TEX SERVICE, INC. O&M - RUG RENTAL 33.44;HAMLIN SCHOOL DISTRICT CB FACILITY USE FEE 1,117.59;NESC IMPREST REIMBURSE IMPREST 672.69;NESC PAYROLL CLEARING FEBRUARY 2017 PAYROLL 256,043.50;OTTER TAIL POWER CO. O&M - ELECTRICITY 545.64;STORMO, BEN O&M - SNOW REMOVAL 289.45;WEBSTER SCHOOL DISTRICT CB FACILITY USE FEE 406.40;WEST UNIFIED COMMUNICATIONS ADMIN - CONFERENCE CALL 3.96;WIESE, RITA SPEECH MILEAGE TO STAFF 23.94

**FUND TOTAL: \$276,169.38**

Discussion Items

February 8, 2017 Advisory Board meeting minutes

Director Aberle reviewed the minutes from the advisory meeting.

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Aberle gave his monthly report.

Agenda Format

We will be trying a tweak to the agenda format that adds a section titled "Action items after executive session".

Child Count Numbers

Director Aberle went through a history of the SPED child count numbers at NESC. The data shows that numbers are increasing at a higher pace than previous years.

Contracting for Occupation Therapy Services

Discussion was held on the possibly discontinuing the use of contracted occupational therapy service with Sanford Webster and filling the need with additional NESC staff. Discussion will be ongoing.

Staffing for 2017-2018

Director Aberle discussed how increasing child count numbers may lead to an increase in the need for additional NESC providers. The board was in agreement to advertise based on positional need.

Shared Services Grant

Discussion was held on a shared services grant. The grant itself would be with three member districts, who would then use purchased services to obtain services from an NESC curriculum director. There was some concern of whether the board would like to NESC resources to facilitate the shared services grant.

Action Items

Set ESY rates

*Action #17046* Motion by T. Hlavacek, second by T. Gaikowski to set the ESY rates for summer 2017 as presented. All present voting in favor, motion carried.

|           | NESC Para             | Certified Staff  | Other Non-Certified Staff |
|-----------|-----------------------|--|---------------------------|
| 2017 Rate | 2016-2017 Hourly Rate | Based on 2016-17 contract salary; divided by # of day contract; divided by 8 hours per determine hourly rate.<br><br>If certified staff does not work for either NESC or NESC District, it would be \$28.11 per hour | \$13.40 per hour          |

Set Reading Recovery Rates for Satellite Schools

*Action #17047* Motion by H. Peterson, second by N. Koehlmoos to set the rates for satellite schools with no increase. All present voting in favor, motion carried.

Executive Session

*Action #17048* Pursuant to SDCL 1-25-2(1) and 1-25-2(4) Motion by C. Knutson, second by J. Homola to enter executive session at 8:27 to discuss personnel and negotiations. All present voting in favor, motion carried.

President Koenecke declared the board out of executive session at 8:40.

Action Items after Executive Session

*Action #17049* Motion by G. Koerlin, second by J. Homola to offer contract to Director Gerald Aberle with salary to be determined at a later date. All present voting in favor, motion carried.

*Action #17050* Motion by C. Akin, second by A. Schuurman to offer contract to Business Manager Brice Christensen with salary to be determined at a later date. All present voting in favor, motion carried.

*Action #17051* Motion by C. Knutson, second by T. Hlavacek to offer contract to Assistant Director Tim Frewing with salary to be determined at a later date. All present voting in favor, motion carried.

*Action #17052* Motion by J. Shoemaker, second by A. Schuurman to hire Rodney Freeman as board negotiator for Units 1 and 2. All present voting in favor, motion carried.

Adjournment

*Action #17053* With there being no further business, motion by R. Gorder, second by T. Gaikowski, 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, March 20, 2017 at 7:00 P.M.

---

**Debbe Koenecke, President**

---

**Brice Christensen, Business Manager**