

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, August 15, 2016

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, August 15 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 7:43 P.M.

Members present:

Cory Akin, Castlewood; Norm Koehlmoos, De Smet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Arend Schuurman, Elkton; Ron Gorder, Estelline; Tracy Hlavack, Florence; Joe Homola, Hamlin; Dave Fuller, Henry; Christy Woodcock, Lake Preston; Gloria Koerlin, Sioux Valley; Corrie Quale, Summit; Sandy Hinze, Waubay; Jeff Buchholz, Waverly/South Shore; Joel Shoemaker, Webster; Paula Warkenthien, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Martin Murphy, Arlington; Kurt Zuehlke, Britton-Hecla; Trudi Gaikowski, Clark; Lois Owens, Enemy Swim Day School; Jared Engebretson, Grant-Deuel; Greg Schortzmann, Iroquois; Hailey Peterson, Rosholt;

Others Attending:

NESC Staff Representatives: None present.

Member District Superintendents: Brian Jandahl, Elkton; 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 #17011* Motion by C. Knutson, second by T. Hlavacek, to approve the agenda as presented. All present voting in favor, motion carried.

Introduction of Guests

Jim Block and Brian Jandahl were introduced as guests.

Conflicts of Interest

*Action #17012* Motion by J. Homola, second by G. Koerlin accept the conflict of interests between D. Koenecke and D. Lutkemeier with Associated School Boards of South Dakota without conditions.

Aye: C. Akin, N. Koehlmoos, C. Knutson, A. Schuurman, R. Gorder, T. Hlavacek, J. Homola, D. Fuller, C. Woodcock, G. Koerlin, C. Quale, S. Hinze, J. Buchholz, J. Shoemaker, P. Warkenthien.

Nay: None.

Abstain: D. Koenecke, D. Lutkemeier.

Financial Report

Action #17013 Motion by D. Lutkemeier, second by C. Akin, to approve the financial report for the period ending June 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>
<b>Cash Balance July 1, 2016</b>	<b>\$212,503.76</b>	<b>\$719,203.04</b>	<b>\$18,768.86</b>	<b>\$616,116.42</b>
<u>Receipts:</u>				
Local Sources	\$8,740.14	\$432.90	\$1.57	\$12,769.57
State Sources		\$7,356.91		
Federal Sources		\$300,005.65		
Other	\$115,203.99		\$763.52	
<u>Total Monthly Receipts</u>	<u>\$123,944.13</u>	<u>\$307,795.46</u>	<u>\$765.09</u>	<u>\$12,769.57</u>
Total Gross Receipts	\$336,447.89	\$1,026,998.50	\$19,533.95	\$628,885.99
Less Salaries	\$19,959.12	\$251,399.99		
Less Disbursements	\$98,291.26	\$118,839.54	\$1,305.74	\$54,747.36
<u>Total Salaries &amp; Disbursements</u>	<u>\$118,250.38</u>	<u>\$370,239.53</u>	<u>\$1,305.74</u>	<u>\$54,747.36</u>
<b>Ending Cash Balance July 31, 2016</b>	<b>\$218,197.51</b>	<b>\$656,758.97</b>	<b>\$18,228.21</b>	<b>\$574,138.63</b>

Consent Agenda

Action #17014 Motion by J. Homola, second by R. Gorder, to approve the following items on the Consent Agenda: 6a) Approval of July 18, 2016 Board of Directors minutes; 6b) Approval of payment of August 2016 claims; 6c) Approval of work agreement – Joyce Anderson, \$100.00 per hour, plus federal mileage rate, coverage for FMLA; 6d) Approval of audit engagement letter.

Aye: C. Akin, N. Koehlmoos, C. Knutson, A. Schuurman, R. Gorder, T. Hlavacek, J. Homola, D. Fuller, C. Woodcock, G. Koerlin, C. Quale, S. Hinze, J. Buchholz, J. Shoemaker, P. Warkenthien.

Nay: None.

Abstain: D. Koenecke, D. Lutkemeier.

August 2016 Accounts Payable

**GENERAL FUND:** BMO MASTERCARD TRAVEL, SUPPLIES, PURCH SVCS 2,901.49;CAMMACK, PENNY BOARD - INSERVICE SPEAKER 41.91 CENEX FLEETCARD GASOLINE/FLEET MAINT. 1,222.13;CHRISTENSEN, BRICE FISCAL MILEAGE TO STAFF 5.35;DACOTAH PAPER CO. COOPERATIVE PAPER PURCHASE 74,803.88;DAVE'S COLLISION REPAIR FLEET MAINT 252.00;DELYLE'S SOUTH 81 SERVICE, INC. FLEET MAINT 2,346.14;DON'S BODY SHOP FLEET MAINT 23.37;DUST TEX SERVICE, INC. RUG RENTAL 5.90;HAMLIN COUNTY FARMERS COOP GASOLINE/FLEET MAINT 347.19;NESC PAYROLL CLEARING AUGUST 2016 PAYROLL 19,913.05;PEDERSEN, SHANE O&M - LAWN SERVICE 28.18;PS PUBLISHING PARENT RIGHT HANDBOOKS 62.90;QUICK PRO LUBE FLEET MAINT 36.02;REINHILLER, LISA ESA/ED SPEC TRAVEL 67.00;SD DEPT. OF REVENUE VEHICLE TITLE/LICENSE FEES 84.80;SD TEACHER PLACEMENT CENTER 62.16;TIE ESA CONF REGISTRATIONS 312.58;TOWN OF HAYTI O&M - WATER AND SEWER 5.72;W.W. TIRE SERVICE FLEET MAINT 26.95

**FUND TOTAL: \$102,548.72**

**SPECIAL EDUCATION FUND:** BMO MASTERCARD TRAVEL, SUPPLIES, PURCH SVCS 15,400.06;BRITTON-HECLA SCHOOL DISTRICT SPEECH MILEAGE TO SCHOOL 37.80;CAMMACK, PENNY BOARD - INSERVICE SPEAKER 241.25;CHRISTENSEN, BRICE FISCAL MILEAGE TO STAFF 30.77;COUGHLIN, ERICA ESY MILEAGE TO STAFF 27.30;DUST TEX SERVICE, INC. RUG RENTAL 33.96;HOLDEN, KARI PT CONF TRAVEL 145.00;LINDAMOOD-BELL LEARNING PROCESSES SPEECH REGISTRATION FEES 6,826.66; ESY MILEAGE TO PARENT 55.44 NESC PAYROLL CLEARING AUGUST 2016 PAYROLL 250,778.45;NILES, CARRIE ESY MILEAGE TO STAFF 47.46;PEDERSEN, SHANE O&M - LAWN SERVICE 146.82;PS PUBLISHING PARENT RIGHT HANDBOOKS 362.10;REINHILLER, LISA ESA/ED SPEC TRAVEL 41.00 SCHOLASTIC MAGAZINES CB SUPPLIES 263.01;SD TEACHER PLACEMENT CENTER 357.84;SW/WC SERVICE COOPERATIVE BEHAVIOR ANALYST SERVICES 15,950.00;TIE CONF REGISTRATIONS 157.42;TOWN OF HAYTI O&M - WATER AND SEWER 29.78; WIENBAR, MARY ESY MILEAGE TO STAFF 33.60;WIESE, RITA SPEECH MILEAGE TO STAFF 20.58;WILLIAMS, CYNTHIA ESY MILEAGE TO STAFF 70.56  
**FUND TOTAL: \$291,056.86**

#### Discussion Items

##### Conflict of Interest Policy

Director Aberle shared that NESC is in the process of developing and implementing a policy, but nothing is currently ready for adoption.

##### NESC Board In-service

It was decided that an NESC Board in-service will not be held this year, but NESC administration is available to make a presentation at the local board level.

#### Action Items

##### Steering/Negotiations Committee – Chairperson Appointments

D. Koenecke appointed the following people to join her and Vice Chairperson J. Homola on the steering committee:

Large Schools: G. Koerlin, Sioux Vally; J. Shoemaker, Webster

Mid Schools: C. Akin, Castlewood; C. Knutson, Deubrook

Small Schools: T. Hlavacek, Florence; D. Lutkemeier, Wilmot

##### Assistant Director’s Report

Assistant Director Frewing gave his monthly report.

##### Director’s Report

Director Aberle gave his monthly report.

##### Adjournment

*Action #17015* With there being no further business, motion by C. Knutson, 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, September 19, 2016 at 7:00 P.M.

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**Debbe Koenecke, President**

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**Brice Christensen, Business Manager**